General Services Committee  
July 23, 2019

Legislative Committee Members present: Legislator King, Legislator Osborne, Legislator LaChausse, Legislator Burns and Legislator Moroughan. Other Legislators present: Legislative Chairman Dolhof, Legislator Kulzer and Legislator Chartrand.

Others present: County Manager Ryan Piche, County Treasurer Patty O’Brien, County Attorney Joan McNichol, Building & Grounds Supervisor Matt O’Connor, Senior Planner Casandra Buell, Recreation, Forestry & Parks Director Jackie Mahoney, Fire & Emergency Management Director Robert Mackenzie III, Highway Superintendent Warren Shaw, Economic Development Director Eric Virkler, Human Resources Director Chris Boullo and New Human Resources Director Caitlyn Smith, Sheriff Carpinelli, and media representatives Nick Altmire, Julie Abbass, and Katie Benoit.

The meeting was called order at 1:00 p.m. by Legislator King.

**Presentation on Community E.D. Fund by Economic Development Director Eric Virkler**
In discussions on the Number Three Wind Project there was an idea put forth to use funding in areas throughout the county that don't receive direct benefits from Wind PILOTS. A Community Economic Development Fund could be started, which would be separate from the PILOT agreement. Part of the PILOT negotiations presumes rates between $2,000 to $8,000 per Megawatt of energy produced. There are many projects outside Lewis County that also have a Host Community Agreement which is negotiated to give the Town where the turbines are located additional funding outside the PILOT Agreement using the same methodology. This type of agreement could be negotiated between the developer, taxing jurisdictions and the LCDC to set up the Community Economic Development Fund.

The funds would then be available to assist the entire county. The funds would be used for small business loans/grants, municipal projects, non-profit organizations/education/healthcare. There would be eligibility requirements that a separate board would use to determine how the funds are distributed. Discussion followed.

Legislator Chartrand pointed out that the counties share of this revenue has been used in the past to offset costs for the new Courthouse addition and the E911 radio project so therefore benefiting the county residents because the tax levy wasn’t increased dramatically. Legislator Kulzer feels that by creating this fund it will be shorting the Towns that are directly affected by the agreements of the wind towers and feels that the county’s share of these funds are already a way to help all county residents. Legislator King would like to see this idea balanced out so that everyone can benefit. Mr. Virkler indicated that the IDA Board will be discussing further and will receive comment from the various taxing jurisdictions.

**Other Business**
Ryan discussed the Snow and Ice Agreement with the Towns for a 5 year period. The Towns responded to the County offer by requesting an annual increase of 3% which Warren Shaw feels is a reasonable offer. The entire Committee agreed to recommend the agreement to the whole board for approval.
**Presentation on 2019 Budget by Sheriff Carpinelli**

Sheriff Carpinelli asked the committee if they had come to a decision on whether or not they will release the funds ($10,000.00) for the purchase of rifles which were already purchased. He explained that this is grant money and that it can’t be held back. The total of the grant funds is $2,600. Discussion followed. Sheriff was provided with a memo from the County Manager indicating the Committees’ and Board’s requested information and administrative changes to be made by the Sheriff in order to address overtime and attempts to stay in budget.

In response to Legislator Moroughan’s question as to where the rifles were Sheriff Carpinelli replied that they were deployed out to the patrol officers already. The Sheriff said that he followed the purchasing procedure and that at the meeting he had with Legislator King and Ryan it was decided that the $2,600 would be approved. It was pointed out that no decisions were made at that meeting but instead, it would be discussed further at the Committee level.

The rifles were ordered without following the purchasing procedure because the approval of the County Manager was not given on the requisition. The Sheriff has been asked to provide information to the Legislators which was outlined in a letter/memo the Sheriff was given prior to Committee meeting. When asked if the Sheriff will be able to provide this information requested he responded by asking for time to discuss it with his deputies and that he had concerns over one of the requests for GPS data. Legislator Dolhof responded that he can give that information to the County Manager as confidential, which is how other counties handle it.

Legislator Burns asked the Sheriff that if the approval is given and funds are released would this stop this type of behavior, referring to buying items without approval. The Sheriff responded that it would but pointed out that he had a phone conversation with Ryan in which he was given permission and that the grant funds are specifically for the rifles, which covers $2,600 and the remaining amount of $7,400 was coming out of a line item in his budget.

Legislator Moser (who was present via teleconference) made the point that as a business owner if you are over budget in one area you need to be able to manage your funds so that you can move money from other account lines to cover that deficit so at the end of the year you are not over budget. The Sheriff argued that he does that already and feels that Legislators aren’t doing their due diligence in fighting Albany on all the mandates that they and he are regulated by. Legislator Moser responded by stating they can only voice their opinion and opposition. Legislator Dolhof stated that all other County Departments are able to operate within their budgets and feels that the Sheriff should offer more respect towards them. The Sheriff pointed out that he is not over budget yet, which Ryan agreed, but pointed out that he is already more than ½ way through his budget and projected to be over budget if things continue on this trend.

A motion was made by Legislator Burns to table this issue until the Sheriff gives an answer on whether or not he will provide the information requested of him, seconded by Legislator Moroughan. Motion carried.

**Other Business**

Matt O’Connor asked for permission to start a search to hire another part-time cleaner as he just found out the part time cleaner at the PSB who works 3 hours a day is planning on retiring. Legislator Burns made the motion to authorize Matt O’Connor to hire a part-time cleaner effective immediately, seconded by Legislator Osborne. Motion carried.
Legislator Osborne made a motion to accept the General Services Committee minutes from June 18, 2019 as recorded, seconded by Legislator Burns. Motion carried.

The following dockets were read:

1. Resolution adopting and otherwise treating Local Law No. 3-2019 “Amending and Re-Establishing the Lewis County Trail System.

2. Resolution for reallocation of funds in the Buildings & Grounds accounts to more accurately track expenses for Highway buildings repairs and maintenance in the amount of $10,000.

3. Resolution to authorize an Inter-municipal Agreement between the County of Lewis and the Village of Copenhagen for the Lewis County Codes Department to be designated as the Village’s Enforcement Officer under its local law, to administer and enforce this Local Law and Flood Damage Prevention on behalf of their Village. The term is June 27, 2019 through December 31, 2019 and shall automatically renew for additional one year terms unless either party notifies the other in writing of their intent to terminate the Agreement.

4. Resolution for budget transfer in the Highway Department accounts to purchase a laptop in the amount of $542.

5. Resolution to appropriate in the Capital Bridge Program to facilitate the PE/Design Phase and Row Incidentals and Construction Phases of the Bridge on CR 43 (East Rd) over Moose Creek in the amount of $158,000.

6. Resolution to close Capital Account for Blue St over Whetstone Creek and all funds be appropriated.

7. Resolution to authorize Planning Director to prepare and advertise an RFP for consultant to assist with the Ag Protection Plan update.

8. Resolution to amend the agreement entered into with Fort Drum for the purpose of boarding military pre-trial and post-trial soldiers stationed on Fort Drum for up to thirty (30) days, on an as needed basis, as long as space is available. The Lewis County Sheriff’s Department would provide the facility, equipment, supplies and personnel to safely and securely confine these soldiers in accordance with Army Regulation standards. Fort Drum seeks to amend Contract No. W911S2-18-A-6002-0001 by decreasing the contract total from $36,000 to $6,570. Attorney McNichol explained this agreement and the reason why amendments have been made.

9. Resolution for appropriation in the Solid Waste Department accounts to cover additional recycling expense in the amount of $40,000.

10. Resolution authorizing Agreement between Probation Department and Mary Lynn Fager for Spanish interpreter services at $30.00/hour.

11. Resolution authorizing County Manager to accept laptops from the NYSDOH for use by Lewis County Coroner for required reports for programs such as the NYS Department of Motor Vehicles Fatal Accident Reporting System, the NYSDOH National Violent Death Reporting System and assist in creating counts of specific types of deaths. County Manager Piche explained that is came through NYSAC.

12. Resolution authorizing Agreement between County of Lewis and New York State Housing Trust Fund Corporation (“Corporation”) for Community Development Block Grant (“CDBG”) funds to finance community development activities with $489,510 in Community Block Grant funds for owner and renter occupied housing rehabilitation.

13. Resolution authorizing a Sub-Recipient Agreement between the County of Lewis and the Snow Belt Housing Company, Inc. for the purpose of administration services and program delivery for the approved Community Development Block Grant No. 636HO318-19 in the...
amount of $489,510; a Grant to provide direct homeownership assistance to income eligible first time homebuyers in the County, with the sum of $69,510 to be made available from the Grant payable to Snow Belt, to cover the administration and program delivery expenses over the life of the project. The Sub-Recipient Agreement shall commence as of June 27, 2019 and shall continue through June 28, 2021.

14. Resolution to amend the Compensation Plan of the County of Lewis to authorize increasing hours for the Part-time Assistant District Attorney form 20 hours to 30 hours per week at a rate of $50.00 per hour. Resignation of the full-time Assistant District Attorney has created a need for more hours of work for the part-time Assistant District Attorney. The District Attorney has available personnel services funds due to the resignation and current vacancy. Legislator LaChausse made a motion to add a not to exceed amount of $10,000, seconded by Legislator Osborne. Motion carried.

15. Resolution authorizing Agreement between Sheriff’s Department and Board of Education of South Lewis Central School District to provide a School Resource Officer (“SRO”) during the school term in consideration of South Lewis Reimbursing the County the sum of (*Amount being negotiated by Co. Atty) toward the costs and expenses of a Deputy Sheriff designated to provide SRO services to South Lewis for a term of September 1, 2019 through June 30, 2020. There was discussion on the SRO agreements and that payment by the Schools does not cover the entire cost of the Deputies assigned to this detail.

16. Resolution authorizing Agreement between Sheriff’s Department and Board of Education of Harrisville Central School District to provide a School Resource Officer (“SRO”) during the school term in consideration of Harrisville School District reimbursing the County the sum of (*Amount being negotiated by Co. Atty) toward the costs and expenses of a Deputy Sheriff designated to provide SRO services to Harrisville Central School for a term of September 1, 2019 through June 30, 2020.

17. Motion to authorize Solid Waste Director Kip Turck to fill a full-time MEO Grade 18 position due to a retirement; and dependent upon whether the current part-time MEO would be selected to fill the full-time position, authorization to also refill the part-time MEO position.

18. Resolution to authorize an extension to the Shared Services Agreement (Contract# C005701) between the County of Lewis and the New York State Department of Transportation to August 31, 2020, wherein each party shall contribute no more than $77,000, and the value of the shared services pursuant to this agreement shall not exceed $154,000.

19. Resolution to authorize the creation of a Temporary Intern in the District Attorney’s office for three weeks at a rate of $16.00 per hour for seven hours each day.

Ryan announced that those wanting to go on a tour of current Highway projects should reach out to Cassandra and let her know what dates work. Right now it looks like July 29th, 30th or 31st would be good as they will be up near Montague.

There was further discussion on the SRO’s and whether or not creating a line item in the Parks and Recreation budget would make sense so that these officers would be utilized for Rec patrol during the months of July and August, as initially agreed upon. Ryan pointed out that the deputies hired as SRO’s ultimately answer to the Sheriff and he is the one that controls work assignments. It would also restrict the Sheriff from using one of the SRO’s for patrol if he needed to avoid overtime. Further discussion was had on Sheriff being better at managing staff and assignments.
Legislator LaChausse made a motion to adjourn the meeting at 2:10 p.m., seconded by Legislator Moroughan. Motion carried.

Respectfully submitted,
Cassandra Moser, Deputy Clerk to the Board of Legislators