

**GENERAL SERVICES COMMITTEE**  
**April 21, 2020**

Present via video conference: Legislators Jerry King, Ian Gilbert, Richard Chartrand, Andrea Moroughan, and Ron Burns.

Others present via video conference: Legislators Larry Dolhof, Greg Kulzer, Phil Hathway, Randy LaChausse, and Tom Osborne; County Manager Ryan Piche; Treasurer Eric Virkler; County Attorney Joan McNichol; Human Resources Director Caitlyn Smith.

Committee Chairman Legislator King called the meeting at 1:00 p.m.

Legislator Burns made a motion to approve the 3/17/2020 committee meeting minutes, seconded by Legislator King and carried.

The following dockets were reviewed:

1. Local Law Intro. No. 4-2020 “A Local Law Regulating and Permitting Special Events on County Roads, Trails or Other County Property” and setting the public hearing for June 2, 2020 from 5:00 p.m. to 5:30 p.m. *Discussion followed. Legislator Gilbert asked County Attorney Joan McNichol for a brief summary of the changes that were made to the Local Law Intro. Joan explained the fee for groups of less than 50 people was eliminated and several more tiers have been added; language was added that made reference to requiring permit applicants to adhere to local Town laws that might apply depending on the location of the event; language was added that allows the county to bring other forms of litigation in addition to fines in order to enforce compliance; The submission deadline for applications was reduced down to 60 days prior to the event for groups of less than 200 people. Legislator Chartrand asked Joan for an explanation as to why this Local Law is necessary, she responded that there were too many events and gatherings happening that the county wasn’t aware of until a complaint was be filed. She went on to clarify that this does apply to family gatherings like birthday parties, anniversaries, etc. where individuals will be parking on county property. There was further discussion by Legislator Chartrand regarding family events where parking along the side of the road would be the issue. Joan clarified that this law is aimed at protecting county property from being adversely affected by these events. She also pointed out that there are already laws in place that address parking along the side of the roads, which should be used to address those situations. Some Legislators felt that the language pertaining to what type of event requires an application is still vague. Legislator Kulzer asked about whether or not Beaver River Central School would have to file an application for their runners to run on the county roads for practice. Legislator Dolhof suggested they could file it for one application for an entire season. Legislator Kulzer felt that by enacting this Local Law it is just putting more unnecessary regulation on residents. Gilbert stated that running along the roads wouldn’t be considered a special event. Joan clarified that practice wouldn’t be considered a special event but a scheduled event like a 5K would be.*

YEA: 4      NAY: 1      Legislator Chartrand was opposed.

2. Local Law Intro. No. 5-2020 “A Local Law Permitting All-Terrain Vehicle Operation on Approximately .65 Miles of Certain Portions of Burdick’s Crossing Road (CR36)” and

setting the public hearing for June 2, 2020 from 5:00 p.m. to 5:30 p.m. *Joan explained that one of the landowners along that trail decided to terminate their agreement with the county. Legislator King feels that there should be more enforcement on the trails to protect the landowners.*

YEA:   5                        NAY:   0  

3. Resolution authorizing and approving an agreement with Robert F. Stanford Excavating & Trucking, 6767 Number Four Road, Lowville, NY 13367, to build, install and fence a new impound yard adjacent to the Public Safety Building, in accordance with the specifications and requirements set forth in the RFP at a cost of \$18,700.00.

YEA:   5                        NAY:   0  

4. Resolution authorizing an agreement between the County of Lewis, by and through the Emergency Management Department, and the Food Bank of Central New York to cooperate in disaster preparedness, mitigation, response and recovery in order to work most effectively, for the term beginning on the date the agreement is signed by the parties through June 30, 2023.

YEA:   5                        NAY:   0  

5. Resolution authorizing a SHSP agreement between the County of Lewis and NYS Division of Homeland Security and Emergency Management as administrator of these FEMA grant awards totaling \$52,504.00 to the Lewis County Emergency Management Department. The term of the performance period is September 1, 2020 through August 31, 2023.

YEA:   5                        NAY:   0  

6. Resolution to transfer funds in County Road accounts for the amount of \$10,000 to cover expenses on the River Road over Kimberly Creek (BIN 3340140) project.

YEA:   5                        NAY:   0  

7. Resolution approving the grant agreement (Project No. 636MH353-19) between the County of Lewis and the New York State Housing Trust Fund Corporation, pursuant to which the County of Lewis shall receive \$510,000.00 in Community Development Block Grant funds for activities involving manufactured housing replacement and further approves Snowbelt Housing Company, Inc. to serve as administrator of these grant funds and hereby names Snowbelt as the County's sub-recipient of the Grant.

YEA:   5                        NAY:   0  

8. Resolution approving and authorizing Inter-Municipal Agreements with each local municipality the Planning Department identifies as appropriate for installation of County bus stop shelters, in consideration of the local municipality's agreement to provide maintenance of the installed bus stop shelter for the life of the shelter, and to render periodic reports of its condition to the Department of Planning together with an annual assessment of the overall condition of the shelter and further authorizes easements on private or public properties to be entered where required to give effect to the optimum placement and location of these bus stop shelters.

YEA:   5                        NAY:   0

9. Resolution authorizing an amendment to the grant contract by and between the County of Lewis and New York State Office of Indigent Legal Services to accept year two funds in the amount of \$288,046.32 under the five-year Statewide Expansion of *Hurrell-Harring* grant award (Contract Number CSTWIDEHH23) to assist the County in improving the quality of indigent legal services provided. The year two funds are for the term commencing and retroactive to April 1, 2019 and ending March 31, 2020 as set forth in the second year Budget Plan.

YEA: 5

NAY: 0

10. Resolution authorizing an addendum to the 2020 contract with Birnie Bus Tours, Inc. to address the extended service between bus stop locations in Jefferson County on the JCC Connector Route in order to be in compliance with NYS DOT regulations.

YEA: 5

NAY: 0

**Motions:**

1. Legislator King made a motion to award the bid for all roadway markings to Seneca Pavement Markings in accordance with the 4/7/2020 Bid Summary Sheet on file with the Clerk of the Board, and seconded by Legislator Burns. *Legislator Dolhof stated that he believes they were going to shift to a spring paint instead of a fall paint to try and get the stripping done before the snow set in so the salt wouldn't deteriorate the lines so quickly.*

YEA: 5

NAY: 0

Legislator King wanted to set up a meeting with his committee and any other Legislators interested along with Joan McNichol, Ryan Piche, Ward Daily, and Warren Shaw to discuss two junkyard/code violations that were supposed to be cleaned up by the end of May. He would like to discuss the minimum codes standards that they need to be brought up to. These properties were supposed to be cleaned up by May31<sup>st</sup> otherwise the county was going to come in and clean them up and add the cost to their property taxes. How much cleanup has to occur, especially in regards to the foundations of buildings. Legislator King would like to set the meeting up for Thursday or Friday this week, morning or late afternoon.

Ryan discussed the Highway work schedule. Due to the COVID-19 pandemic the staff was split in half and was working one week on and one week off, but just recently went to a four 10 hour days work week schedule. So they were working 40 hours and getting paid for 80 hours. Ryan asked that they work 60 hours/week (3 ten hour days, then 4 days off, rotating the days and crew) and get paid for 80 hours, however they counter offered to work a full 80 hours and just split the crew in half so that one crew reports to the garage and one crew reports to the pole building, still working four ten hour days. They will take extra precaution to make sure they are social distancing. Legislator King voiced his concern that on Friday if they need to call someone in then it is automatic overtime. Ryan felt he has been clear to departments that there should be no overtime, unless absolutely necessary.

At 1:40 p.m. Legislator Chartrand made a motion to enter into executive session to discuss personnel and potential contract negotiations, seconded by Legislator Burns and carried.

At 2:08 p.m. Legislator Burns made a motion to enter back into regular session, seconded by Legislator King and carried.

Legislator King made a motion for Casandra Buell to be named Interim Planning Director with a salary of \$61,550.00, seconded by Legislator Gilbert and carried.

At 2:10 p.m. Legislator Burns made a motion to adjourn, seconded by Legislator King and carried.

Respectfully submitted,  
Cassandra Moser, Clerk of the Board