

ORGANIZATIONAL MEETING
January 5, 2021

The meeting was called to order at 5:03 p.m. by Clerk of the Board Cassandra Moser.

Roll Call: All Legislators were present virtually as well as 8 other persons present.

The Clerk of the Board called for nominations for a permanent Chair of the Board. Legislator Chartrand nominated Legislator Dolhof, seconded by Legislator Burns. There being no other nominations, Legislator Burns made a motion for the Clerk to close the polls and cast one ballot for Legislator Dolhof, seconded by Legislator King.

Chairman Dolhof thanked the legislators for their continued support and looks forward to working together in 2021. Then Chairman Dolhof led the Pledge of Allegiance to the Flag.

REPORT OF THE FINANCE AND RULES COMMITTEE:

Legislator Burns made a motion to waive the Board's Standing Rule No. VI, to allow action on all resolutions presented this evening, seconded by Legislator Kulzer and carried.

PRIVILEGE OF THE FLOOR:

The Clerk of the Board read the following letter which was received by Roxaina L. Hurlburt of Lowville, NY:

Please accept this letter with attachment, and I asked that it be read into the minutes of your upcoming January 2021 Board meeting. As you can see from the attached letter that I sent to the New York State Public Service Commission/Consumer Services, broadband has become a critical problem for families living on the North end of the East Road in the Town of Denmark. In the letter, I outline the situation and asked for their help and suggestions. I have also attached the email they sent back basically telling us they could not intervene.

Since it is obvious that we are going to have to help ourselves, I have been talking with Reed Kinderman in Senator Griffo's office, Brian Peck in Assemblyman Blankenbush's office, and Casandra Buell in Lewis County Planning Office. We are presently forming a local group of neighbors to work together on this dilemma hoping an organized group will be most effective. Many have already taken the Lewis County Broadband Survey, and we are urging everyone to do so. We wanted the Lewis County Board of Legislators to know of our efforts as I am sure there are other groups in the County facing the same problem. If you have any thoughts or suggestions that could be done to expedite broadband to our area, we would be appreciative.

PRESENTATION OF COMMUNICATIONS AND NOTICES:

A resolution was received from the Town of Greig declaring that Enforcement of the Uniform Building for the Town of Greig shall be provided by the County of Lewis effective

January 1, 2021, and that the Enforcement of the Zoning Laws and Subdivision Laws of the Town of Greig shall be enforced by its dully appointed Zoning Enforcement Officer

REPORTS OF COUNTY OFFICERS AND DEPARTMENTS:

Legislators received the December 2020 Treasurer's report; 4th Quarter Bed Tax Report; and December 2020 Highway & Solid Waste Audit reports.

Director of Fire and Emergency Services Robert Mackenzie, III has informed of his deputy fire coordinators for 2021: Richard Ross, Gary Ashline, Robert Bellinger, Joseph Shue, Jeff Nellenback, and Ronald Gingerich; as well as EMS deputy coordinators Jennifer Maracchion, Mark Tuttle and David Kuhl.

REPORTS OF STANDING COMMITTEES:

Chairman Dolhof announced that the Chair of the General Services committee will be Legislator Jerry King and Vice-Chair will be Legislator Ian Gilbert; the Chair of the Health & Human Services committee will be Legislator Andrea Moroughan and Vice-Chair will be Legislator Richard Chartrand; the Chair of the Finance & Rules Committee will be Legislator Thomas Osborne and Vice-Chair will be Legislator Ronald Burns.

Legislator Chartrand reported that the November Employee of the Month for Lewis County General Hospital was Whitney Waugh, RN. She received this recognition because she was able to facilitate a virtual meeting between a patient and the family, before the patient passed away, which brought much joy during a difficult time. Corporate Compliance Attorney David Hoffman commended the Lewis County Health Systems Corporate Compliance team for doing an outstanding job during such a difficult year. The Board of Managers voted in Michael Young as President, Donald Musnicki as Vice-President, and Philip McDowell as Secretary.

Lewis County Health Systems CEO Jerry Cayer reported that there was over a \$1 million loss which is due to the reduction of IGT (estimated at \$1.4 million). The increase in COVID-19 cases has resulted in a lower volume of activities which created less revenue than anticipated. The increase in costs for PPE from the pandemic has been a major hit to the budget. Pharmaceutical costs have gone up as well. Lastly, COVID-19 testing in the Nursing Home continues to be a large expense at roughly \$49,000 per week. Legislator Kulzer questioned why the IGT funding was reduced, Jerry explained that it was due to the State "truing up" payments from previous years and the Nursing Home had a flat reduction from the State.

Jerry reported that there is only 1 positive case in the Nursing Home at this time, which shows the great work the team there is doing. The Hospital continues to carefully monitor staff to reduce any spread within the system, there is currently 8 staff who are in isolation, 2 Nursing Home staff, and roughly a dozen staff in quarantine. There were 254 COVID tests done today and 439 completed yesterday. COVID-19 patients are about 50% of the hospital census on any given day, some days it spikes higher. Today there have been 11 discharges which puts the census back down to 22 patients. Responding to Legislator King's question Jerry confirmed that

they are still doing surgeries and have a collaborative between local hospitals to be able to assist if necessary.

Ryan Piche expanded on Legislator Chartrand's request for vaccination updates that things are changing on an hourly basis but so far Lewis County has done an excellent job handling everything. To date there have been 429 Phase 1 people vaccinated in Lewis County. The current POD (Point Of Distribution) is at the Lowville Fire Hall which has been staffed by the hospital and county employees.

Jerry reported that the Moderna vaccine is the one being used and that there has not been a single dose wasted which is difficult because once the vial is opened it must be used in a certain period of time. In a few weeks the second shot will be given which will require just as much organization and effort as the current PODs. The State needs an inventory of the vaccine each day and any doses remaining at the end of the week will need to be returned, which hopefully will be very few doses. Ryan praised the hospital for doing such a wonderful job but is hopeful that Public Health will be able to step in for the next Phases which is what Public Health is designed for. Ryan explained that once Public Health is focused on the vaccination for the community those individuals would not be able to continue to handle Case Investigation, Monitoring, or Quarantining which will be put onto other County staff.

Legislator Kulzer voiced his opinion that instead of 5 temporary positions being asked for in the late resolution, that it should be increased to 10. Ryan said that the late resolution is asking for 3 more positions, one which is a nurse, so that brings the temporary positions up to 8 but at this moment the county is keeping up with the case load. Legislator Kulzer explained that we need to grow the temporary staff to handle the increase that is likely coming, which if done now gives time for training. Ryan suggested that the Resolution can be amended to go from 2 to 5 temporary employees. Legislator Hathway agreed that would be the best path forward.

Ryan shared one of the videos that was put together based on the legislator's suggestion of having community members speak about the pandemic to the general public. Channel 7 News will be airing all 6 videos that were made as commercials over the next few weeks. Legislator Moroughan reported that several of her constituents have given positive feedback from seeing them on social media sites. Legislator Kulzer questioned if those who were getting tested at Maple Ridge could also get vaccinated. Jerry Cayer responded that it would not be safe because they would have to be monitored for a specific period of time after receiving the vaccination.

Legislator Gilbert question if the doses we have would have to be returned to the State or if any of the doses would be expired before being used. Jerry Cayer responded that he is not worried about any doses expiring because the expiration date is far off or having to send many back to the State as they will be utilized as much as possible for the Phase 1 group. He also clarified that the State would send the same number of vaccines for the second round based on what was used in the first round, so there shouldn't be any shortage there.

Ryan pointed out that Chairman Dolhof and himself have been advocating to the State for a more regional approach so that our community members don't have to wait. Legislator Kulzer questioned the Phases and when people over the age of 65 can get vaccinated. Ryan responded

by stating that Phase 1 is for those over 75 years of age but thinks the State may rework the Phases going further. Ryan stated that there will be PODs throughout the county to make it easier to access for the elderly. Legislator Chartrand clarified that each Phase is broken into several sub-categories, and currently we are in week 4 or Phase 1a.

COUNTY MANAGER REPORT:

Ryan reported that he expects there will be a considerable amount of legislation pushed through in 2021 and believes we need to stay on top of this to make sure the State doesn't cut funding further, especially with the budget deficit. Another thing to watch for will be the decriminalization of marijuana.

COUNTY TREASURER REPORT:

Eric reviewed the revenue reported for the county tax auction which was \$134,998.00, more than the \$110,000.00 which was budgeted for 2020. Chairman Dolhof questioned the figures that were reported on solar savings and why it seems low. Legislator Hathway believes that it is lower than what was anticipated due to the change in rates on the meter that was used to factor the estimated savings. Joan McNichol stated that Legislator Hathway can send out the spreadsheets that were originally used to estimate the savings. Ryan stated that Green Skies estimated production levels have been met so it isn't due to a lack of production.

REPORT OF THE FINANCE AND RULES COMMITTEE:

RESOLUTION NO. 1 – 2021
AUDITING AND ALLOWING CLAIMS

Introduced by Legislator Thomas Osborne, Member of the Board of Legislators.

RESOLVED that the claims presented for payment in the total amount of \$ 728,628.50 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 Burns , seconded by Legislator Chartrand , and adopted on the 5th day of January, 2021 by the following roll call vote:

AYES: King, Kulzer, Chartrand, Burns, Hathway, Virkler, Gilbert, Moroughan, Osborne, Dolhof

NAYS:

ABSENT:

RESOLUTION NO. 2 – 2021
RESOLUTION ADOPTING STANDING RULES
OF THE BOARD OF LEGISLATORS OF LEWIS COUNTY

Introduced by Legislator Lawrence Dolhof, Member of the Board of Legislators.

BE IT RESOLVED as follows:

Section 1. That this Board of Legislators hereby adopts the Standing Rules of the Board of Legislators as last amended on October 2, 2019, which be and hereby are adopted as the Standing Rules of the Lewis County Board of Legislators for the year 2021.

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

Moved by Legislator Chartrand, seconded by Legislator Virkler, and adopted on the 5th day of January, 2021.

RESOLUTION NO. 3 – 2021
RESOLUTION APPROVING THE FORM AND THE AMOUNT OF
A BLANKET UNDERTAKING COVERING OFFICERS,
CLERKS AND EMPLOYEES OF LEWIS COUNTY

Introduced by Legislator Thomas Osborne, Member of the Board of Legislators.

WHEREAS, County Law § 403 provides that the County Clerk, the County Treasurer, and Deputy Treasurer, as well as such county officers as shall be specifically required by law, must execute and file with the County Clerk an undertaking in such amounts as may be approved by the Board of Legislators; and

WHEREAS, Public Officers Law § 11(2) further provides that it is permissible with the consent and approval of the officer or governing body authorized to require the undertaking for the County to procure a blanket undertaking from any duly authorized corporate surety covering officers, clerks and employees.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Board of Legislators hereby approves the blanket undertaking in the amount of One Hundred Fifty Thousand Dollars (\$150,000) to be obtained from a corporate surety company duly authorized to do business in the State of New York, for the purpose of covering all officers, clerks and employees of Lewis County and that such officers, clerks and employees will faithfully discharge the duties of his or her office, and all trusts imposed upon him or her by law by virtue of his or her office, including the duty of promptly accounting for and paying over all moneys or property received by him as such officer, in accordance with law, and that if the said officers, clerks or employees fail to perform any of the above-mentioned conditions or is in default thereof, that the said corporate surety will pay to said County and to the People of the State of New York, all damages, costs and expenses resulting from such default, not exceeding the sum specified above.

Section 2. That a certified copy of this resolution shall be affixed to a copy of the undertaking described herein and filed with the Lewis County Clerk's Office.

Section 3. That this resolution shall take effect immediately.

Moved by Legislator Chartrand, seconded by Legislator Virkler, and adopted on the 5th day of January, 2021.

RESOLUTION NO. 4 – 2021
RESOLUTION WAIVING THE NEED FOR A SURETY BOND
ON THE PART OF THE CHAIRMAN OF THE
BOARD OF LEGISLATORS

Introduced by Legislator Thomas Osborne, Member of the Board of Legislators.

WHEREAS, County Law § 450 provides that the Chairman of the Board of Legislators is to execute and file an undertaking with the County Clerk in such form and in such amount as may be required by the Board of Legislators; and

WHEREAS, the Board of Legislators has this date adopted a resolution approving a blanket undertaking covering the officers, clerks and employees of Lewis County.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Board of Legislators hereby determines that separate undertaking for the Chairman of the Board of Legislators shall not be required and waives any further obligation on the part of the Chairman of the Board to obtain a surety bond for the faithful performance of his office, pursuant to County Law § 450.

Section 2. That this resolution shall take effect immediately.

Moved by Legislator Chartrand, seconded by Legislator Virkler, and adopted on the 5th day of January, 2021.

RESOLUTION NO. 5 – 2021
RESOLUTION AUTHORIZING FIRE ADVISORY BOARD
AND PROVIDING FOR PAYMENT OF ALLOWABLE EXPENSES

Introduced by Legislator Lawrence Dolhof, Member of the Board of Legislators

BE IT RESOLVED as follows:

Section 1. That pursuant to Section 225-a of the County Law, the Lewis County Fire Advisory Board shall consist of the following members, who are hereby appointed to such Board for the term of one year commencing January 1, 2021 through December 31, 2021 to wit: Fire Chief of each Volunteer Fire Department in Lewis County, or a designated Assistant Fire Chief, all of whom shall be county officers and shall serve without compensation.

Section 2. That Lewis County Fire and Emergency Management Director Robert MacKenzie, III is hereby authorized to appoint up to six (6) Deputy Coordinators, who shall serve without compensation, and that said Director must submit a list of his appointees to the Clerk of the Board of Legislators as soon as appointments have been made.

Section 3. That the necessary expenses of the Lewis County Fire Advisory Board and the Deputy Coordinators shall be paid upon due audit as provided by law.

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

Moved by Legislator Chartrand, seconded by Legislator Virkler, and adopted on the 5th day of January, 2021.

RESOLUTION NO. 6 – 2021
RESOLUTION TO EXTEND AUTHORIZATION TO
CANARX SERVICES, INC. AS
LEWIS COUNTY HEALTH INSURANCE PLAN VENDOR

Introduced by Legislator Lawrence Dolhof, Member of the Board of Legislators

BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby extends authorization to participants of the Lewis County Health Insurance Plan to utilize CanaRx Services, Inc. as a vendor for prescribed medications.

Section 2. That CanaRx Services, Inc. is hereby approved as a vendor for a period of one year to commence January 1, 2021 through December 31, 2021.

Section 3. That this resolution shall take effect immediately.

Moved by Legislator Chartrand, seconded by Legislator Virkler, and adopted on the 5th day of January, 2021.

RESOLUTION NO. 7 - 2021
RESOLUTION TO APPROPRIATE FUNDS
Information Technology Department

Introduced by Legislator Thomas Osborne, Member of the Board of Legislators.

BE IT RESOLVED as follows:

Section 1. That the following 2021 budget transfer is hereby approved in the Information Technology Department accounts. This transfer will move funds from Project HAE Capital Equipment H0990100 499900 balance \$88,179.00. The intent of this transfer is to have the funds available in the IT operating equipment line to make purchases of computer equipment for other County Departments throughout 2021 as the need arises:

Increase Revenue:

A0100000 350310 Interfund transfers	\$10,000.00
-------------------------------------	-------------

Increase Expense:

A0168000 221700 IT Computers	\$10,000.00
------------------------------	-------------

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

Moved by Legislator Chartrand , seconded by Legislator Virkler , and adopted on the 5th day of January, 2021.

RESOLUTION NO. 8 - 2021
RESOLUTION AUTHORIZING CONTRACTS BETWEEN THE
COUNTY OF LEWIS AND NEW YORK STATE
OFFICE OF INDIGENT LEGAL SERVICES
(GRANT DISTRIBUTION# 10 - Contract # C100022)

Introduced by Legislator Jerry King, Member of the Board of Legislators.

WHEREAS, County Law Article 18-B directs each county to adopt a plan to provide legal counsel to persons charged with a crime or who are entitled to counsel pursuant to Family Court Act § 262 and who are financially unable to obtain counsel; and

WHEREAS, the County of Lewis received notice of a grant award from the New York State Office of Indigent Legal Services in the amount of \$56,964.00 (“Distribution # 10, Contract Number C100022”), for provision of funds to assist the County in improving the quality of indigent legal services according to the Budget and Work Plan schedules set forth in the grant contract; and

WHEREAS, the Board of Legislators wishes to accept the grant and enter into the contract for same;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the Board of Legislators hereby authorizes and approves the grant contract by and between the County of Lewis and New York State Office of Indigent Legal Services to provide grant funds in the amounts of \$56,964.00 (Distribution # 10) to assist the County in improving the quality of indigent legal services provided.

Section 2. That the term of Contract No. C100022 is effective and retroactive to January 1, 2020 through December 31, 2022.

Section 3. That the Chairman or the Vice-Chairman of the Board of Legislators be and the same are hereby authorized to execute and deliver said agreement and any amendments and extensions thereto, to effectuate the purpose of this Resolution upon such form as approved by the County Attorney.

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

Moved by Legislator Chartrand, seconded by Legislator Virkler, and adopted on the 5th day of January, 2021.

RESOLUTION NO. 9 – 2021
RESOLUTION WITH REFERENCE TO VICE-CHAIRMAN
OF LEWIS COUNTY BOARD OF LEGISLATORS

Introduced by Legislator Lawrence Dolhof, Member of the Board of Legislators.

BE IT RESOLVED as follows:

Section 1. That the Vice-Chairman shall have and execute all powers and duties of such Chairman over any meeting that he is called to preside over.

Section 2. That the Vice-Chairman shall execute and perform such duties during the absence of the Chairman from the County of Lewis and at such times when the Chairman is physically or mentally unable to perform such duties.

Section 3. That the powers and duties so authorized to said Vice-Chairman shall not be executed by the Chairman during the above designated time periods.

Section 4. That this Board of Legislators hereby appoints

LEGISLATOR JERRY KING

to perform the duties of Vice-Chairman of the Lewis County Board of Legislators for calendar year 2021.

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

Moved by Legislator Osborne, seconded by Legislator Hathway, and adopted on the 5th day of January, 2021.

RESOLUTION NO. 10 - 2021
RESOLUTION AMENDING COMPENSATION PLAN OF COUNTY OF LEWIS
WITH REFERENCE TO PUBLIC HEALTH AGENCY

Introduced by Legislator Andrea Moroughan, Member of the Health & Human Services Committee.

WHEREAS, as a result of Covid-19 pandemic and the increase in positive cases in Lewis County requiring contact tracing, quarantining and monitoring under the Lewis County Public Health Agency, the Public Health Director requests immediate workload assistance by the hiring of temporary per diem staff;

NOW, THEREFORE, 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 Public Health Agency to create and authorize the following temporary positions, commencing January 5, 2021 for a period of six months and subject to re-evaluation of need for continuation up to a maximum of eighteen (18) months, with no benefits, at the following compensation rates:

<u>TITLE</u>	<u>STATUS</u>	<u>COMPENSATION RATE</u>
Public Health Program Assistants (2)	Temporary Per Diem	\$18.00/hour
Public Health Nurse	Temporary Per Diem	\$29.21 – \$32.90/hour

Section 2. That this resolution shall take effect immediately.

Moved by Legislator King, seconded by Legislator Virkler.

Legislator Kulzer discussed the current pandemic and thought it would be more appropriate to change the number of Public Health Program Assistants from two (2) to five (5).

Legislator Kulzer made a motion to amend the above resolution from two (2) Public Health Program Assistants to five (5) Public Health Program Assistants, seconded by Legislator Hathway and carried.

There was discussion on increasing the Public Health Nurse position however Ryan pointed out that it has been incredibly difficult to fill those positions. If there is a need in the future, it can be re-addressed.

The resolution was then adopted.

OTHER BUSINESS:

There being no other business to come before the Board, the meeting adjourned at 6:12 p.m. on motion by Legislator Chartrand, seconded by Legislator Kulzer and carried.