

TO: Tom Osborne, Chair; Jeff Nellenback, Vice-Chair; Herb Frost; Vincent Nortz; and Barry Lyndaker.

FROM: Cassandra Moser, Clerk of the Board

DATE: February 13, 2025

SUBJECT: Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on Tuesday, February 18th at 2:00 p.m. in the Board of Legislators' Chambers. Following is a list of agenda items for the meeting which will be streamed live at [Lewis County - YouTube](#).

Minutes:

Approve January 21st committee minutes if no amendments.

Presentations/Discussion Items:

1. County Assessor & Data Collection services update – Candy Akin, Director of Real Property Tax (10 minutes)
2. Severity Fund for Workers' Compensation – Cassandra Moser, Administrator of Lewis County Self-Insurance Plan (10 minutes)

Draft Resolutions:

1. Authorizing a three-year Agreement with SHI International to provide Fortinet software, licensing, and maintain service protection for the County's Cybersecurity system for the term commencing April 11, 2025 through April 10, 2028 at a cost not to exceed \$75,000.00 which has been approved in the 2025 Capital Improvement Plan budget.
AYE ____ NAY ____
2. Authorizing the transfer of the approximate 0.44 acres of vacant land located immediately behind the one family residence of David C. Hodge and Michelle L. Smith located at 7456 Emi Lane, Lowville, NY, Tax Map Parcel No. 195.00-02-15.300, to said named owners in consideration of the payment of \$4,000.00; subject to the written consent and waiver of reversionary rights of the Lewis County Agricultural Society, Inc., as required under the deed restrictions; and provided that the owners incur all costs and expenses of the transfer of title, including but not limited to any abstract of title fee, deed recording fees and transfer taxes which may customarily be waived for the County.
AYE ____ NAY ____
3. Authorizing the Planning and Community Development Department to submit the MEP and ATC funding requests to the New York State Department of Transportation for the purchase of one (1) wheelchair van, one (1) 16-passenger Lot G bus, sixteen (16) bus WiFi

modems, one (1) bus stop shelter for the LC JCC Ed Center, and seventy-five (75) bus stop signs for the Lewis County Public Transportation (LCPT) system and directs the Treasurer to appropriate the ATC, DASNY, and WinDenmark funds into the Bus Operations account lines.

AYE ____ NAY ____

4. Authorizing an Agreement with General Code, LLC to digitally codify the County's Local Laws through Local Law No. 5-2024 into the eCode360 Platform at a cost of \$15,995, and with annual maintenance and licensing services of \$1,195 as more fully set forth in its proposal dated January 30, 2025, and directs the Treasurer to pay the cost from the 2023 NYS Shared Services account.

AYE ____ NAY ____

5. Authorizing the Lewis County Planning and Community Development Department to submit a grant application to NYS ConnectALL under its Digital Equity Program Capacity grant program to continue to fund and expand the Lewis County Free Public Wi-Fi program at an amount not to exceed \$2,000,000, with a local share amount of \$10% of the total project costs submitted.

AYE ____ NAY ____

6. Authorizing the Lewis County Planning and Community Development Department to submit a grant application to FEMA under its 2025 BRIC funding for road scoping of County Rte. 22, with project costs estimated to be \$500,000 and a 25% required local share.

AYE ____ NAY ____

7. Authorizing the Lewis County Planning and Community Development Department to submit a \$500,000.00 grant application to NYSDEC under its Municipal Zero-Emission Vehicle (ZEV) Infrastructure Grant Program and a National Grid Make-Ready Program application to purchase and install EV charging stations, with the project cost estimated to be \$500,000 which requires a 20% local share that could be covered by National Grid Make-Ready Program funding.

AYE ____ NAY ____

8. Authorizing the Lewis County Planning and Community Development Department to submit a grant application up to \$500,000.00 to US DOT under its PROTECT funding program for East Martinsburg Road improvements, with no required local match.

AYE ____ NAY ____

9. Authorizing the Chair of the Board to execute the Short Environmental Assessment Forms prepared by the Planning and Community Development Department declaring that these Actions and Applications will not result in any significant adverse environmental impacts; then adopting the recommendations of the Lewis County Agricultural and Farmland Protection Board and Planning and Community Development Department, and placing the following parcel of land located in the Town of Greig, Tax Map Parcel No. 291.00-02-23.110 owned by William and Millie McLaughlin, (approximately 163.4 acres) into Agricultural District #6.

AYE ____ NAY ____

10. Accepting the proposal and authorizing an agreement with Samsara, Inc., for vehicle cameras, data equipment and licensing services for a portion of the County's vehicle fleet as more fully detailed and set forth in the proposal dated January 23, 2025, for a total cost of \$21,146.40 for the first year and \$20,990.40/year for the second and third years.

AYE ____ NAY ____

11. Authorizing Inter-Municipal Agreement(s) for data collection and/or assessment services with such Towns as may be interested in the provision of such services, with such terms and provisions as the County Attorney may recommend; setting the first-year rate, commencing April 1, 2025 through March 31, 2026, at \$3.25 per parcel for data collection services, and \$10.00 per parcel for assessment services. The County shall have the right to increase the rates between 2% and 5% on an annual basis, with any renewals subject to said rate increases.

AYE ____ NAY ____

12. Directing the Treasurer to adjust, apportion, and charge back a total of \$10,071.26 to the various Towns who have franchise agreements with Time Warner Cable which allowed them to deduct from taxes the franchise paid to the Towns.

AYE ____ NAY ____

Motions:

1. To approve and adopt the 2025 Finance & Rules Committee Goals.
2. To authorize the Administrator of Lewis County Self-Insurance Plan to set up a Severity Fund by April 1, 2025; obtain an Employers Liability policy by April 1, 2025; and then cancel the Midwest WC Excess Liability policy by April 1, 2025.

Executive Session:

None.

Informational Items:

1. Monthly Department reports are attached for your review.

If any committee member has inquiries regarding agenda items, please do not hesitate to contact me.

cc: County Clerk/Records Mngt.
Economic Development
Human Resources
Information Technology
Insurance/Workers' Compensation

JCC Education Center
Planning & Community Development
Purchasing
Real Property Tax
Treasurer