

NOTICE

TO: Media

FROM: Cassandra Moser, Clerk of the Board

DATE: July 31, 2026

SUBJECT: Regular Meeting – Tuesday, August 4, 2026

The Lewis County Board of Legislators will hold its regular meeting on **Tuesday, August 4, 2026, at 5:00 p.m.** in the Legislative Board Chambers, 2nd Floor, Lewis County Courthouse, Lowville, New York.

There will be public hearings for comments on the following:

- Introductory Local Law No. 4-2026 “A Local Law Amending Local Law No. 3-2019: The Re-Established Lewis County Trail System.”
- Introductory Local Law No. 5-2026 “The Amended Local Law Providing for the Administration and Enforcement of the Uniform Fire Prevention and Building Code.”
- Order for Demolition and Removal of Unsafe Structures and Filling of Exposed Foundation at 4119 Center Street, Village of Lyons Falls.

Enclosed are the proposed resolutions scheduled for consideration and action. Additional business may be conducted as deemed appropriate.

The meeting will be live-streamed on the Lewis County YouTube channel at:

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

RESOLUTION NO. 171 – 2026

AUDITING AND ALLOWING CLAIMS

Introduced by Legislator Jeffrey Nellenback, Vice-Chair of the Finance & Rules Committee.

RESOLVED that the claims presented for payment in the total amount of \$3,344,852.22 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 on the 4th day of August, 2026, pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

RESOLUTION NO. 172 - 2026

**ADOPTING AND OTHERWISE TREATING
LOCAL LAW NO. 4 – 2026, COUNTY OF LEWIS**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, a resolution was duly adopted by the Board of Legislators on July 7, 2026, directing that a public hearing be held by said Board on August 4, 2026 at 5:00 p.m. in the Second Floor Board Room of the Courthouse, 7660 North State Street, Lowville, New York 13367, to hear all interested parties on a proposed Local Law entitled “A LOCAL LAW AMENDING LOCAL LAW NO. 3-2019: THE RE-ESTABLISHED LEWIS COUNTY TRAIL SYSTEM”; and

WHEREAS, notice of said public hearing was duly advertised on July 21, 2026 in the *Watertown Daily Times*, the official newspaper designated by the County, and posted on the bulletin board of the Lewis County Courthouse, 7660 North State Street, Lowville, New York, at least five (5) days prior to such public hearing; and

WHEREAS, said public hearing was duly held at such location at such time and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

WHEREAS, the Board of Legislators wishes to make certain determinations based upon the information heretofore submitted to the Board as well as received during the public hearing;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. This Local Law (Introductory No. 4-2026), County of Lewis, being “A LOCAL LAW AMENDING LOCAL LAW NO. 3-2019: THE RE-ESTABLISHED LEWIS COUNTY TRAIL SYSTEM”, be and the same hereby is designated as Local Law No. 4–2026, County of Lewis.

Section 2. That Local Law No. 4-2026, County of Lewis, with designation stated above, be and the same is hereby enacted, waiving any and all defects and informalities in the adoption thereof and shall take effect immediately upon filing with the Secretary of State and compliance with all other requirements of law.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026, pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

RESOLUTION NO. 173 - 2026

**ADOPTING AND OTHERWISE TREATING
LOCAL LAW NO. 5 – 2026, COUNTY OF LEWIS**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, a resolution was duly adopted by the Board of Legislators on July 7, 2026, directing that a public hearing be held by said Board on August 4, 2026 at 5:00 p.m. in the Second Floor Board Room of the Courthouse, 7660 North State Street, Lowville, New York 13367, to hear all interested parties on a proposed Local Law entitled “THE AMENDED LOCAL LAW PROVIDING FOR THE ADMINISTRATION AND ENFORCEMENT OF THE UNIFORM FIRE PREVENTION AND BUILDING CODE”; and

WHEREAS, notice of said public hearing was duly advertised on July 21, 2026 in the *Watertown Daily Times*, the official newspaper designated by the County, and posted on the bulletin board of the Lewis County Courthouse, 7660 North State Street, Lowville, New York, at least five (5) days prior to such public hearing; and

WHEREAS, said public hearing was duly held at such location at such time and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

WHEREAS, the Board of Legislators wishes to make certain determinations based upon the information heretofore submitted to the Board as well as received during the public hearing;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. This Local Law (Introductory No. 5-2026), County of Lewis, being “THE AMENDED LOCAL LAW PROVIDING FOR THE ADMINISTRATION AND ENFORCEMENT OF THE UNIFORM FIRE PREVENTION AND BUILDING CODE”, be and the same hereby is designated as Local Law No. 5-2026, County of Lewis.

Section 2. That Local Law No. 5-2026, County of Lewis, with designation stated above, be and the same is hereby enacted, waiving any and all defects and informalities in the adoption thereof and shall take effect immediately upon filing with the Secretary of State and compliance with all other requirements of law.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026, pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

RESOLUTION NO. 174 - 2026

**AUTHORIZING AGREEMENT WITH GOVWELL TECHNOLOGIES TO ENHANCE
THE LEWIS COUNTY BUILDING AND FIRE CODE DEPARTMENT'S ELECTRONIC
PERMITTING PLATFORM TOGETHER WITH MIGRATION, ANNUAL SOFTWARE
PROGRAMS, LICENSING, AND SUPPORT**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, in 2024, the Lewis County Building and Fire Code Department implemented an electronic permit management system to improve productivity and efficiency; and

WHEREAS, the Lewis County Director of Code Enforcement and the Director of Planning and Community Development seek to enter into an agreement with GovWell Technologies, Inc., New York, NY, to add additional technology and features not available in the current platform, and with annual recurring software programs, licenses and support services as set forth in their proposal, at a cost of \$56,500.00 in the first year and recurring costs of \$38,000.00 each year thereafter, subject to annual increases of five percent (5%) after the initial term; and

WHEREAS, \$16,500.00 of the initial cost will be paid upon signing from Building and Fire Code Department's budget, and the remainder of the initial cost (\$40,000.00) will be paid in early 2027 out of the Capital budget;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an agreement with GovWell Technologies, Inc., to provide software programs, licensing and support services for the Building and Fire Code Department's electronic permitting platform at an initial cost of \$56,500.00 in the first year, and subject to recurring annual fees with 5% percent increases after the initial term.

Section 2. The Lewis County Treasurer is hereby authorized to transfer \$16,500.00 within the Building & Fire Code Department budget to provide funding for the GovWell software from unexpended funds, due to personnel changes, as follows:

Decrease Expenditure:

A0362000 110100 Codes Personal Services	\$16,500.00
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Increase Expenditure:

A0362000 440901 IT Services Costs	\$16,500.00
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Section 3. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal, and deliver such Agreement and any related documents upon such form and terms as may be recommended by the County Attorney.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 175 - 2026

**DIRECTING THE DEMOLITION AND REMOVAL
OF AN UNSAFE BUILDING PURSUANT TO LOCAL LAW NO. 2-2007,
(VILLAGE OF LYONS FALLS)**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, pursuant to Local Law No. 2-2007, entitled, "A LOCAL LAW PROVIDING FOR THE REPAIR OR REMOVAL OF UNSAFE BUILDINGS, UNSAFE EQUIPMENT AND COLLAPSED STRUCTURES," (herein "Unsafe Building Law"), the Board of Legislators is empowered to take certain actions in connection with the investigation and enforcement of buildings and structures that are deemed to be unsafe; and

WHEREAS, pursuant to Section 5 of such Local Law, the Lewis County Code Enforcement Officer conducted an investigation of the premises known Tax Map No. 322.19-06-15.000, owned by Frederick G. and Victoria M. Marriott. The Code Officer determined that the burned, partial structure is unsafe with an open, exposed basement that is a danger to anyone who may attempt go near, and issued a report to the Board of Legislators on July 7, 2026; and

WHEREAS, the Code Enforcement Officer reported that the remaining burned structure is unsafe, in disrepair, and damaged. The structure lacks integrity, is unfit for human occupancy and is definable as unsafe. This building has burned, the initial demolition was incomplete, the foundation is exposed with an unsafe hole, and the structure in the back of the property is collapsed. All of these conditions pose a danger to anyone who may attempt to enter onto the premises. The Code Enforcement Officer condemned the structure and appropriately posted same; and

WHEREAS, the Code Enforcement Officer concludes in his report the remaining structures and exposed foundation are unsafe and dangerous as described in the Local Law; that they cannot be safely repaired; that all remaining structures should be demolished, and the open foundation should be properly cleared of all debris, including removal of any tanks, and properly filled in. All other debris on the premises should be removed and properly disposed of, together with any other service which may subsequently be deemed necessary for the health and safety of the public; and

WHEREAS, by Resolution No. 153-2026, the Board of Legislators ordered and decreed that Frederick G. Marriott or his representative appear before this Board of Legislators on August 4, 2026 at 5:00 p.m. and Show Cause before the Board why it should not be Ordered for the owner, or any other interested party, to immediately demolish and remove the remaining partial structure and debris, the collapsed

structure on the back, and to appropriately fill in the exposed foundation located on parcel Tax Map No. 322.19-06-15.000, 4119 Center Street, in the Village of Lyons Falls, New York; and that in the event the owner or other interested party fails to comply with such Order or fails or refuses to demolish or remove said building, and related debris and to properly fill the foundation, that the Board of Legislators provide for the demolitions and removal and proper fill of the foundation, and assess all expenses thereof against the land on which it is located, and to commence a special proceeding to collect the costs of demolition, including legal expenses, if necessary; and

WHEREAS, the Owners were given due notice of the hearing before this Board by personal service on July 14, 2026, and by certified mail service. A Notice of the Hearing was securely affixed upon the unsafe building on July 20, 2026;

WHEREAS, the Owner or his representative did/did not appear for the hearing before the Lewis County Board of Legislators on August 4, 2026, and the Board having heard the testimony of the Code Enforcement Officer and reviewed the documentary evidence submitted as Exhibits, and the argument of the County Attorney, the Board renders the following findings and determinations;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby finds and determines as follows:

- (a) That Frederick G. and Victoria M. Marriott are the Owners of the premises known as Tax Map No. 322.19-06-15.000, located at and designated as 4119 Center Street, in the Village of Lyons Falls, County of Lewis;
- (b) That the Lewis County Code Enforcement Officer duly inspected said premises, condemned the remnants of the burned structure, as well as the second collapsed structure, and declared that the buildings located on said premises were unsafe and not repairable and should be properly demolished and removed, and the foundation properly filled and graded;
- (c) That the remaining burned structure is unsafe, in disrepair and damaged, and is unfit for human occupancy and a danger to anyone who may attempt to enter, and the structure in the back of the property is collapsed and unsafe;
- (d) That the Board of Legislators received the report of the Code Enforcement Officer dated June 9, 2026, and agrees with his findings;
- (e) That Frederick G. and Victoria M. Marriott have received due notice of these proceedings;

- (f) That the buildings located on the premises known as Tax Map No. 322.19-06-15.000, located at 4119 Center Street, in the Village of Lyons Falls, County of Lewis are unsafe, constitute a public nuisance and a danger to the safety, health and welfare of the community and must be immediately demolished and removed;

Section 2. By reason of such findings, it is hereby

ORDERED AND DECREED that Frederick G. and Victoria M. Marriott, Owners of premises known as Tax Map No. 322.19-06-15.000 and located at and designated as 4119 Center Street, in the Village of Lyons Falls, County of Lewis, shall immediately demolish and remove the buildings located thereon, and properly fill and level the foundation; and it is further

ORDERED AND DECREED that Frederick G. and Victoria M. Marriott, shall immediately commence proper removal of the building and garage within thirty (30) days of service of notice of this order; and shall complete same within forty-five (45) days; and it is further

ORDERED AND DECREED, that in the event that Frederick G. and Victoria M. Marriott fail or refuse to commence the demolition process in accordance with this Resolution, the Code Enforcement Officer shall cause such buildings to be demolished and removed, and the foundation properly filled and leveled, either by County employees or by contract, provided that any contract for demolition and removal of a building in excess of \$20,000.00 shall be awarded through competitive bidding; and it is further

ORDERED AND DECREED, that in the event that the County provides for the demolition and removal of such buildings, and the filling and leveling of said foundation, all of the costs and expenses of same shall be assessed against the land upon which it is located; and it is further

ORDERED AND DECREED that a certified copy of this resolution and orders shall be served upon Frederick G. and Victoria M. Marriott, Owners of such buildings by personal service, or alternative service if personal service fails after multiple attempts, and by certified mail to the last known address as shown by the records of the receiver of taxes.

Section 3. This Resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 176 - 2026

**AUTHORIZING AGREEMENT BETWEEN THE COUNTY OF LEWIS AND
JEFFERSON COMMUNITY COLLEGE FOR DESIGN, ADMINISTRATION, AND
ANALYSIS OF A TRI-COUNTY MENTAL HYGIENE SURVEY**

Introduced by Legislator Thomas Kalamas, Chair of the Human Services Committee.

WHEREAS, the Lewis County Community Services Department seeks to enter into an agreement for the design, administration, and analysis of a tri-county mental hygiene-focused survey to gather resident feedback for use in development of the 2028-2031 Lewis County Local Services Plan; and

WHEREAS, Jefferson Community College ("JCC"), through its Center for Community Studies, will design survey instruments and deploy the survey in Fall 2026, utilizing statistically reliable sampling techniques to obtain responses from adult residents across Jefferson, Lewis, and St. Lawrence Counties on topics identified by the Directors of Community Services. Upon completion of the survey, JCC will conduct a full analysis of the results and provide an executive summary of high-level findings; and

WHEREAS, the total cost of the project is \$40,000.00, which is anticipated to be funded entirely through federal revenue received by the Lewis County Community Services Department, with no local funds required; and

WHEREAS, the agreement with JCC is contingent on Lewis County executing agreements with Jefferson County and St. Lawrence County for each county to reimburse Lewis County one-third of the cost of the study (\$13,333.33 from each county); and

WHEREAS, the Board of Legislators seeks to authorize this agreement;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an agreement with Jefferson Community College, through its Center for Community Studies, for the design, administration, and analysis of a tri-county mental hygiene-focused survey, at a cost not to exceed \$40,000.00 for the period from July 1, 2026 through December 31, 2026; contingent upon agreements with Jefferson County and St. Lawrence to reimburse the County \$13,333.33 each.

Section 2. 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, upon review and approval by the County Attorney.

Section 3. The Lewis County Treasurer is hereby authorized and directed to amend the 2026 Community Services budget by appropriating reimbursement funds received from Jefferson County and St. Lawrence County into the appropriate revenue and expenditure accounts as necessary.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 177 - 2026

**ACCEPTING FY2025 EMPG AND
SHSP GRANTS AND APPROPRIATING FUNDS**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, the Lewis County Director of Emergency Management submits annual on-line applications for grant funding provided by the US Department of Homeland Security, administered through the NYS Division of Homeland Security and Emergency Services (DHSES), and identified as Emergency Management Performance Grants (EMPG FY2025) and State Homeland Security Program grant (FY25 SHSP); and

WHEREAS, the Director received notification of awards under these two grants; i.e. \$13,309.00 under EMPG FY2025 Grant, and \$29,469.00 under SHSP FY25 Grant; and

WHEREAS, the Lewis County Board of Legislators seeks to accept the awards and appropriate the funds;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators accepts the FY25 EMPG and SHSP grant awards, and authorizes the Chairman to execute any additional documents required to receive the funding.

Section 2. The Lewis County Treasurer is hereby authorized to make the following budget adjustments to record the receipt and appropriation of grant funds:

Increase Revenue(s):

A0454100 343701 FY25 SHSP	\$29,469.00
A0454100 343704 FY25 EMPG	\$ 13,309.00

Increase Expenditure(s):

A0454100 291701 FY25 SHSP Equipment	\$29,469.00
A0454100 499704 FY25 EMPG	\$ 13,309.00

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

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 178 - 2026

**APPROPRIATING FUNDS
HIGHWAY DEPARTMENT**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes the appropriation of \$63,781.00 from the Town of New Bremen and \$6,122.50 from the Lewis County General Hospital as reimbursement for engineering fees paid by the County to Barton & Loguidice for Countywide FEMA Assessment work, as follows:

Increase Revenue:

D0501000 326550 CR Minor Sales	\$69,903.50
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Increase Expenditure:

D0533390 495333 FEMA Materials	\$69,903.50
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Section 2. That the within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 179 - 2026

SUPPORTING THE NEW YORK ASSOCIATION OF TOWNS BILL OF RIGHTS

Introduced by Legislator Jessica Moser, Chair of the Finance & Rules Committee.

WHEREAS, Legislators Thomas Kalamas and Herb Frost brought forth as co-sponsors of this Resolution to the Finance and Rules Committee for support and referral by the Committee to the full Board of Legislators; and

WHEREAS, local municipal governments provide services essential to the vitality of New York State, including but not limited to maintaining and repairing roads, protecting neighborhoods and businesses, guiding economic development, and serving as the first line of defense, communication, and safety for residents every day of the year; and

WHEREAS, the 933 towns of New York State are home to more than 9.1 million New Yorkers and are diverse in population, geography, and demographics, such that decisions affecting daily life are best made at the local level by the government that best understands each community's character, challenges, and needs; and

WHEREAS, the Town, Village and County governments of New York are partners in shaping the State's future, and a true partnership between the State and its local governments will propel the State forward to the benefit of all New Yorkers; and

WHEREAS, the New York Association of Towns has adopted a *Bill of Rights* articulating the core principles that should govern the relationship between the State and its Towns; and

WHEREAS, Lewis County shares and affirms those principles, namely:

1. Protection and defense of municipal home rule, recognizing that local municipal governments, are best positioned to balance competing interests and make decisions that shape daily life;
2. Local control of land use and zoning, free from statewide zoning rules that override the voice of resident taxpayers and the officials they elect;
3. Freedom from unfunded mandates, so that local taxpayers are not made to bear the cost of orders imposed by State and federal authorities without the resources to carry them out;
4. Modernized transparency, accessibility, and engagement, including reform of outdated public-notice requirements that consume scarce municipal dollars on print notices often missed by the public; and

5. A meaningful voice in State decisions affecting the residents, so that Towns, Villages and County governments are treated as true partners rather than an afterthought or a hurdle to clear;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby endorses the New York Association of Towns Bill of Rights and affirms its commitment to the principles set forth therein.

Section 2. The Lewis County Board of Legislators calls upon the Governor and the New York State Legislature to respect and uphold these principles in the enactment of legislation and the administration of State programs affecting local municipal governments.

Section 3. The Clerk of the Board is hereby directed to transmit certified copies of this resolution to the Governor of the State of New York, the Temporary President of the Senate, the Speaker of the Assembly, the State Senator(s) and Member(s) of the Assembly representing the County of Lewis.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 180 - 2026

AUTHORIZING ADDITIONAL EASEMENT TO NIAGARA MOHAWK POWER CORPORATION AND FRONTIER/CITIZEN AT THE COUNTY'S DEPARTMENT OF SOCIAL SERVICES (DSS) PROPERTY (5274 OUTER STOWE STREET)

Introduced by Legislator Jessica Moser, Chair of the Finance & Rules Committee.

WHEREAS, the County of Lewis is owner of property located at 5274 Outer Stowe Street, Lowville, NY, being a part of tax parcel No. 212.15-01-34.100, and known as the County's DSS Building; and

WHEREAS, as part of the County's Electric Vehicle (EV) Infrastructure Project, Niagara Mohawk Power Corporation (NMPC) seeks to install and maintain any necessary National Grid Electric Distribution Upgrades and National Grid Load Management System Upgrades within the County's land, including installing a new pole and ancillary equipment in an approximately 20-foot wide area considered the easement area on the County's property as shown on the sketch entitled WR#23-26-31277869, as a permanent easement area for the purpose of providing improved services to the County and others serviced in the area; and

WHEREAS, the proposed easement will not interfere with the County's uses of its property located thereon, and in fact, the grant of the easement to NMPC is necessary in order for the County to complete its EV Infrastructure Project; and

WHEREAS, the Lewis County Board of Legislators seeks to grant this easement request;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes the granting of a perpetual easement from the County of Lewis to Niagara Mohawk Power Corporation and Frontier/Citizens on the County's property located at 5274 Outer Stowe Street, Lowville, NY, being a part of tax parcel No. 212.15-01-34.100, commonly known as the County DSS Building, for the purpose of NMPC to construct, reconstruct, relocate, extend, repair, maintain, operate, inspect, patrol, and, at their pleasure, remove any poles or lines of poles, supporting structures, cables, crossarms, overhead and underground wires, guys, guy stubs, insulators, transformers, braces, fittings, foundations, anchors, lateral service lines, communications facilities, and other fixtures and appurtenances (collectively, the "Facilities") upon, over, under and across approximately twenty (20) feet in width throughout the extent of the easement area as described on NMPC Easement Area sketch entitled "WR #23-22-31277869, for the County's EV Infrastructure Project.

Section 2. The Chairman, or Vice-Chairman, of the Board of Legislators is authorized to make, execute, seal and deliver such NMPC easement, and any other related documents, subject to review and approval by the County Attorney.

Section 3. The within Resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 181 - 2026

**APPOINTING ADAM MATTESON TO THE
LEWIS COUNTY FAIR HOUSING TASK FORCE**

Introduced by Legislator Jessica Moser, Chair of the Finance & Rules Committee.

WHEREAS, by Resolution No. 508-2016, the Lewis County Board of Legislators designated the Lewis County Planning Director as the Lewis County Fair Housing Officer and HUD Section 3 Coordinator, and authorized the Planning Director to engage in activities required to maintain compliance with HUD regulations and implementation of fair housing education and enforcement resources; and

WHEREAS, pursuant to the 2016 report, fair housing education and enforcement resources were identified, *inter alia*, as areas to be improved upon in Lewis County, with the recommendation that not only the County Planning Director be named the local fair housing officer, but that also there should be established a fair housing task force comprised of representative members with affiliated interests in housing, (such as representatives from the office for the aging, mortgage lenders, real estate sales, non-profit housing, religious organizations, apartment rental agencies, housing construction industry, trade laborers); and

WHEREAS, the task force will assist in promoting fair housing choice for all persons in the County and reaffirm a commitment to equal opportunity for residents to live in safe, decent housing;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby appoints Adam Matteson of Lowville, New York, as a member of the Lewis County Fair Housing Task Force.

Section 2. The said appointment shall be effective August 5, 2026 for an indefinite term.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 182 - 2026

**APPOINTING MICHAEL HANNO TO THE
LEWIS COUNTY FAIR HOUSING TASK FORCE**

Introduced by Legislator Jessica Moser, Chair of the Finance & Rules Committee.

WHEREAS, by Resolution No. 508-2016, the Lewis County Board of Legislators designated the Lewis County Planning Director as the Lewis County Fair Housing Officer and HUD Section 3 Coordinator, and authorized the Planning Director to engage in activities required to maintain compliance with HUD regulations and implementation of fair housing education and enforcement resources; and

WHEREAS, pursuant to the 2016 report, fair housing education and enforcement resources were identified, *inter alia*, as areas to be improved upon in Lewis County, with the recommendation that not only the County Planning Director be named the local fair housing officer, but that also there should be established a fair housing task force comprised of representative members with affiliated interests in housing, (such as representatives from the office for the aging, mortgage lenders, real estate sales, non-profit housing, religious organizations, apartment rental agencies, housing construction industry, trade laborers); and

WHEREAS, the task force will assist in promoting fair housing choice for all persons in the County and reaffirm a commitment to equal opportunity for residents to live in safe, decent housing;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby appoints Legislator Michael Hanno of Glenfield, New York, as a member of the Lewis County Fair Housing Task Force.

Section 2. The said appointment shall be effective August 5, 2026 for an indefinite term.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 183 - 2026

**AUTHORIZING AGREEMENT BETWEEN THE COUNTY OF LEWIS AND
JEFFERSON-LEWIS-HAMILTON-HERKIMER-ONEIDA BOCES FOR
CONSTRUCTION OF A MODULAR BUILDING FOR THE LEWIS COUNTY PUBLIC
TRANSPORTATION TRANSFER POINT**

Introduced by Legislator Jessica Moser, Chair of the Finance & Rules Committee.

WHEREAS, the Planning & Community Development Department seeks to enter into an agreement for the construction of a modular building with a climate-controlled waiting area, an ADA restroom, and a mechanical/utility room to serve as the Lewis County Public Transportation transfer point at the Human Services Building location on Outer Stowe Street; and

WHEREAS, Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services ("BOCES"), 20104 State Route 3, Watertown, New York 13601, has agreed to partner with the County of Lewis for the construction of said modular building for a total cost not to exceed \$49,999.00, for the period from July 9, 2026 through December 31, 2027, to be located at the New Transportation Transfer Point/Human Services Building, 5274 Outer Stowe Street, Lowville, New York 13367; and

WHEREAS, the cost of the construction project is anticipated to be funded through the NYSERDA Clean Mobility Program, subject to the execution of a funding agreement between the County of Lewis and the New York State Energy Research and Development Authority (NYSERDA); and

WHEREAS, the Board of Legislators seeks to authorize this agreement;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby authorizes an agreement with Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES for the construction of a modular building with a climate-controlled waiting area, an ADA restroom, and a mechanical/utility room to serve as the Lewis County Public Transportation transfer point, at a cost not to exceed \$49,999.00, for the period from July 9, 2026 through December 31, 2027, provided that the County first executes a funding agreement with NYSERDA for the project.

Section 2. The cost of the construction project in an amount not to exceed \$49,999.00 is hereby accepted as funded through the NYSERDA Clean Mobility Program, contingent upon the execution of a funding agreement between the County

of Lewis and the New York State Energy Research and Development Authority (NYSERDA).

Section 3. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement and any related documents, upon such form as may be approved by the County Attorney.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 184 - 2026

**AUTHORIZING AGREEMENT BETWEEN LEWIS COUNTY AND
NEW YORK STATE ENVIRONMENTAL FACILITIES CORPORATION FOR
ROUND 5 REIMBURSEMENT FUNDS UNDER SEPTIC AND CESSPOOL
REPLACEMENT PROJECTS**

Introduced by Legislator Jessica Moser, Chair of the Finance & Rules Committee.

WHEREAS, the Clean Water Infrastructure Act of 2017 established the State Septic System Replacement Fund Program (a grant program to counties), to allow for participating counties to reimburse eligible property owners for a portion of costs of replacing cesspools and septic systems that impair or threaten waterbodies; and

WHEREAS, the County was awarded \$85,000.00 and \$190,000.00 in prior rounds under this program. Under the terms of the agreement, the County can seek reimbursement from EFC for up to 50% of the costs of eligible septic/cesspool improvements/replacements; and

WHEREAS, the County has received notification of an award under the program under Round 5 providing an additional \$150,000.00 in reimbursable funds to be included with funds previously awarded, with the program anticipated to be extended for an additional five-year term; and

WHEREAS, the Board of Legislators seeks to accept the additional award and agreement for same;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators authorizes an updated agreement between the County of Lewis, by and through the Lewis County Planning and Community Development Department, and NYS Environmental Facilities Corporation, to accept the Round 5 award of \$150,000.00 under the State Septic System Replacement Grant Fund Program.

Section 2. The additional \$150,000.00 award shall be administered by the Planning and Community Development Department for an anticipated additional five-year term.

Section 3. The Chair or Vice-Chair of the Board of Legislators, together with the Director, is hereby authorized to make, execute, seal and deliver such updated Agreement, upon such form as may be approved by the County Attorney.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 185 - 2026

**AWARDING BID AND AUTHORIZING AGREEMENT BETWEEN THE COUNTY OF
LEWIS AND LABELLA ASSOCIATES, D.P.C. TO PREPARE A CDBG-FUNDED
VACANT AND BLIGHTED PROPERTY INVENTORY**

Introduced by Legislator Jessica Moser, 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 countywide Vacant and Blighted Property Inventory, funded through the CDBG Community Planning Grant Program; and

WHEREAS, four (4) bid proposals were opened on July 21, 2026 at 2:00 pm. Planning Department staff and the Purchasing Director, recommend that the County award the bid and contract to LaBella Associates, D.P.C., Syracuse, NY, the lowest responsible bidder and highest scored, to complete the RFP Tasks at a cost not to exceed \$50,000.00; and

WHEREAS, the Lewis County Board of Legislators seeks to accept this recommendation and award the bid and authorize an agreement with LaBella Associates, D.P.C.;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby awards the bid to and authorizes an agreement with LaBella Associates, D.P.C. for a countywide Vacant and Blighted Property Inventory, at a total cost not to exceed \$50,000.00, to be implemented and completed from August 4, 2026 through April 30, 2027.

Section 2. Payment for said services shall hereby be made from federal Community Development Block Grant (CDBG) funds in an amount not to exceed \$50,000.00.

Section 3. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver said Agreement and extensions or modifications thereto, upon review and approval by the County Attorney.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August 2026.

RESOLUTION NO. 186 - 2026

**TRANSFERRING FUNDS
PUBLIC DEFENDER**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes a 2026 budget transfer from Contingency to the Public Defender's accounts to cover additional invoices for the 18B Attorneys Assigned Counsel as follows:

Decrease Expenditure:

A0199000 499900 Contingency	\$50,000.00
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Increase Expenditure:

A0117000 493400 PD Prof Svc Assigned Cnsl	\$50,000.00
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Section 2. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 187 -2026

**AUTHORIZING PURCHASE OF A SIX FOOT PULL BEHIND
SNOW GROOMER WITH GRANT FUNDS**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, the County of Lewis, through the Recreation, Forestry & Parks Department, was awarded New York State Department of Environmental Conservation ("NYS DEC") Adirondack Park and Catskill Park Community Smart Growth Grant Program funding towards the purchase of equipment for the Lewis County Non-Motorized Winter Recreation Master Plan; and

WHEREAS, the Director of the Recreation, Forestry & Parks Department, in consultation with the Purchasing Department, sent out an RFP for the purchase of one (1) six-foot pull behind groomer for tracked UTV; and

WHEREAS, three (3) bid proposals were opened on July 7th, 2026 at 10:30 AM. Recreation, Forestry & Parks Department staff and the Purchasing Director carefully reviewed the bid submissions and assessed the criteria. After careful consideration and review, this team recommends that the Board of Legislators award the bid to ALM2 LLC (Tidd Tech) of Spooner, WI, the lowest responsible bidder for the purchase of one (1) six-foot pull behind groomer for tracked UTV not to exceed \$10,194.19; and

WHEREAS, the Board of Legislators seeks to accept this recommendation and award the bid to ALM2 LLC (Tidd Tech) for this purchase;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby awards the bid to ALM2 LLC (Tidd Tech) for the purchase of one (1) six-foot pull behind groomer for tracked UTV, at a cost not to exceed \$10,194.19.

Section 2. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver any documents required to complete the approved purchase, upon review and approval by the County Attorney.

Section 3. The Treasurer is directed to appropriate (if necessary) and pay for this equipment purchase from the NYS DEC Adirondack Park and Catskill Park Community Smart Growth Grant Program Round 8 funding.

Section 4. This Resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 188 - 2026

**AUTHORIZING PURCHASE OF A POLARIS RANGER CREW XP 1000
WITH GRANT FUNDS**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, the County of Lewis, through the Recreation, Forestry & Parks Department, was awarded New York State Department of Environmental Conservation ("NYS DEC") Adirondack Park and Catskill Park Community Smart Growth Grant Program funding towards the purchase of equipment for the Lewis County Non-Motorized Winter Recreation Master Plan; and

WHEREAS, the Director of the Recreation, Forestry & Parks Department, in consultation with the Purchasing Department, sent out an RFP for the purchase of one (1) Polaris Ranger Crew XP 1000 or Equivalent; and

WHEREAS, two (2) bid proposals were opened on July 7th, 2026 at 10:30 AM. Recreation, Forestry & Parks Department staff and the Purchasing Director carefully reviewed the bid submissions and assessed the criteria. After careful consideration and review, this team recommends that the Board of Legislators award the bid to Countryside Polaris of Liberty, NY, the lowest responsible bidder for the purchase of a Polaris Ranger Crew XP 1000 not to exceed \$40,645.67; and

WHEREAS, the Board of Legislators seeks to accept this recommendation and award the bid to Countryside Polaris for this purchase;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby awards the bid to Countryside Polaris for the purchase of a Polaris Ranger Crew XP 1000, at a cost not to exceed \$40,645.67.

Section 2. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver any documents required to complete the approved purchase, upon review and approval by the County Attorney.

Section 3. The Treasurer is directed to appropriate (if necessary) and pay for this equipment purchase from the NYS DEC Adirondack Park and Catskill Park Community Smart Growth Grant Program Round 8 funding.

Section 4. This Resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 189 - 2026

**AUTHORIZING PURCHASE OF A 24-FOOT ALUMINUM ENCLOSED TRAILER
WITH GRANT FUNDS**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, the County of Lewis, through the Recreation, Forestry & Parks Department, was awarded New York State Department of Environmental Conservation ("NYS DEC") Adirondack Park and Catskill Park Community Smart Growth Grant Program funding towards the purchase of equipment for the Lewis County Non-Motorized Winter Recreation Master Plan; and

WHEREAS, the Director of the Recreation, Forestry & Parks Department, in consultation with the Purchasing Department, sent out an RFP for the purchase of one (1) 24-foot aluminum enclosed trailer; and

WHEREAS, four (4) bid proposals were opened on July 7th, 2026 at 10:30 AM. Recreation, Forestry & Parks Department staff and the Purchasing Director carefully reviewed the bid submissions and assessed the criteria. After careful consideration and review, this team recommends that the Board of Legislators award the bid to Verde, Inc. of Lakes Wales, FL, the lowest responsible bidder for the purchase of a Forest River Lightning 24-foot car hauler not to exceed \$17,995.00; and

WHEREAS, the Board of Legislators seeks to accept this recommendation and award the bid to Verde, Inc. for this purchase;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby awards the bid to Verde, Inc. for the purchase of a 24-foot Forest River Lightning car hauler, at a cost not to exceed \$17,995.00.

Section 2. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver any documents required to complete the approved purchase, upon review and approval by the County Attorney.

Section 3. The Treasurer is directed to appropriate (if necessary) and pay for this equipment purchase from the NYS DEC Adirondack Park and Catskill Park Community Smart Growth Grant Program Round 8 funding.

Section 4. This Resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 190 - 2026

**FIXING DATE OF PUBLIC HEARING ON THE ADDITION
OF 0.9 MILES TO THE OHV TRAIL SYSTEM
(Millers Trail)**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, there will be introduced at a meeting of this Board of Legislators to be held on September 1, 2026, a proposed addition of approximately 0.9 miles to the Lewis County OHV Trail System. The proposed trail is located in the Town of Osceola, Tax Map Parcels: 384.00-01-25.00 and 384.00-01-8.1 owned by Frank L Miller and Juanita Yerdon-Miller;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. A public hearing will be held on September 1, 2026, at 5:00 p.m. before the Lewis County Board of Legislators for the purpose of receiving public comment regarding the proposed addition of approximately 0.9 miles to the Lewis County OHV Trail System.

Section 2. At least five (5) days' notice of such hearing shall be given by the Clerk of this Board by the due posting thereof upon the bulletin board of the Lewis County Courthouse, Lowville, New York, and by publishing such notice at least once in the official newspaper of the County.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 191 - 2026

**AUTHORIZING SNOWMOBILE TRAIL 2026-2027
GRANT-IN-AID APPLICATION AND GRANT AGREEMENT CONDITIONS TO THE
OFFICE OF PARKS, RECREATION & HISTORIC PRESERVATION FOR TRAIL
MAINTENANCE EXPENSES IN LEWIS COUNTY**

Introduced by Legislator Joshua Leviker, Chair of the General Services Committee.

WHEREAS, the NYS Office of Parks, Recreation & Historic Preservation (OPRHP) provides grant-in-aid financial assistance in maintaining snowmobile trails included in the statewide trail system upon submission of an application and an agreement to the conditional terms of the Grant by the Local Sponsor/Authorized Local Official; and

WHEREAS, under this grant, if funds are sufficient (accumulated in the Statewide Trail Fund based upon projected registrations), the County, as the Local Sponsor Applicant, may receive a sum not to exceed the prorated amount based upon total trail mileage in the County previously established by OPRHP; and

WHEREAS, the application requires that the authorized Official for the County of Lewis execute the conditions of the grant agreement and certify that grant funds received will be managed and expended in accordance with the applicable laws, regulations and program guidelines for submission to the OPRHP Director of the program. The Director of Recreation, Forestry and Parks filled out the grant application and requests the Board authorize the Chairman to execute same and the conditions of the grant agreement;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators authorizes the submission of the 2026-2027 Snowmobile Trail Grant-In-Aid Program Application through the Director of Recreation, Forestry & Parks.

Section 2. The Board of Legislators authorizes the Chair of the Board to execute the Local Sponsor Signature Form Application, the Conditions of the Grant Agreement, and any other documents related to same. If awarded grant funds, the Board hereby authorizes the Treasurer as the County's Chief Fiscal Officer, to execute the state aid voucher required to accept and receive such funding and to disburse the funds in accordance with the grant program requirements.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 192 - 2026

**REPEALING THE INDIGENT BURIAL POLICY AND PROCEDURES AND
ADOPTING THE LEWIS COUNTY DEPARTMENT OF SOCIAL SERVICES
FUNERAL ASSISTANCE POLICY AND PROCEDURES**

Introduced by Legislator Thomas Kalamas, Chair of the Human Services Committee.

WHEREAS, pursuant to Section 141 of the New York State Social Services Law, counties are authorized to provide assistance for funeral and burial expenses for eligible individuals when no other legally responsible person or resources are available to pay such expenses; and

WHEREAS, the Lewis County Department of Social Services has reviewed its existing Indigent Burial Policy and Procedures and determined that revisions are necessary to ensure compliance with current State law and regulations, improve administrative efficiency, clarify eligibility requirements and payment procedures, and provide consistent guidance to funeral service providers and applicants; and

WHEREAS, the revised Funeral Assistance Policy and Procedures establish eligibility criteria, define allowable services and reimbursement rates, outline the responsibilities of applicants and funeral firms, specify payment procedures, and provide for limited exceptions as approved by the Commissioner of Social Services or the Director of Economic Supports; and

WHEREAS, the Board of Legislators finds that adoption of the revised Funeral Assistance Policy and Procedures is in the best interests of Lewis County and will provide a clear and uniform process for the administration of funeral assistance benefits;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby repeals the existing Indigent Burial Policy and Procedures, together with any amendments thereto, effective August 4, 2026.

Section 2. The Lewis County Board of Legislators hereby adopts the Lewis County Department of Social Services Funeral Assistance Policy and Procedures, attached hereto and incorporated herein by reference, to govern the administration of funeral assistance provided pursuant to New York State Social Services Law §141, effective August 4, 2026.

Section 3. The Commissioner of Social Services is authorized to administer the Funeral Assistance Policy and Procedures, interpret and implement the provisions

thereof, establish administrative forms and procedures consistent with the policy, and approve exceptions as specifically authorized within the policy.

Section 4. The Commissioner of Social Services shall periodically review the Funeral Assistance Policy and Procedures and may recommend amendments to the Board of Legislators as necessary to ensure continued compliance with applicable federal and state laws, regulations, and administrative guidance.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

Funeral Assistance Policy and Procedure

Purpose: To provide clarity and information to Funeral Directors regarding funeral assistance payments from the Lewis County Department of Social Services.

Policy: When a family member or interested 3rd party requests payment for funeral assistance through the Department of Social Services Funeral Assistance program, the funeral firm is required to contact DSS within 24 hours of death or the next business day.

- Contact: **Funeral Assistance Worker at 315-376-5400** during normal business hours; Monday through Friday 8:30AM-4:30 PM

Procedure: The Department of Social Services will determine eligibility for funeral assistance.

Information regarding eligibility:

- If there is a legally responsible relative (spouse of the deceased or parent of a deceased minor child) who are, or have been responsible for his or her support, the relative will be responsible for the burial expense to the extent that they are able to pay in whole or in part.
- If there is no surviving legally responsible relative: the applicant can be any other family member or friend that is arranging for the burial. This person is not responsible for the funeral expenses.
- Eligibility will be determined based on the resources declared in an active Department of Social Services case file such as Temporary Assistance, Medicaid, or SNAP. If there is no active Social Services case, the decision will be based on the information reviewed and submitted from the eligibility interview. Depending on the information available, establishing eligibility can take up to 5 business days.
- The Department of Social Services will take all legal actions needed to recover the cost of Funeral Assistance provided and will pursue reimbursement from the deceased's estate.
- If there is a surviving legally responsible relative, the agency must determine eligibility based on the decedent's resources and income as of the date of death, and those of the legally responsible relative.
 - If there are no resources and the legally responsible relative's income does not exceed the NYS guideline, the Funeral Assistance payment will be approved.
 - If there are available resources and/or the legally responsible relative has income that exceeds the NYS guideline, the Funeral Assistance payment will be denied and the family notified that they will need to take responsibility for burial payment.

The following terms and conditions apply for the payment for Funeral Assistance by the Lewis County Department of Social Services:

Funeral Home Charges and Necessary Third-Party Charges: For funeral services rendered to eligible individuals by a licensed New York State professional services provider, including personnel, vehicles, and equipment, use of funeral facilities, merchandise, livery and cash expenditures to necessary third parties, the Department will pay to the Funeral Firm the sum stated in the following schedule:

Services	Charges	Notation
Direct Burial / Funeral and Burial	\$3,350	The policy does not specify what services are provided for a "funeral". It is the discretion of the funeral director based on the needs of the family to define what services to provide (graveside service, calling hour(s), funeral service at a church or the funeral home, or combination).
Direct Cremation / Funeral and Cremation	\$2,250	
Stillborn Burial	\$600	20 weeks gestation or greater and fetal death certificate issued.
Anatomical Donation	\$1,300	Funeral home to receive fee from research facility.
Cemetery	Not to exceed \$800	Includes burial plot and opening and closing of grave; funeral home will provide invoice from cemetery to DSS.
Crematory	Actual cost	DSS to reimburse actual cost. Funeral home will provide invoice from crematory to DSS. The county will not reimburse for the burial of created remains or burial plots.
Oversize Casket	Actual Cost	Oversized casket and liner at the extra cost of the difference between the standard casket/liner and oversized casket/liner, Funeral home to provide invoice.

These are minimum requirements, and a funeral home or funeral director may go above and beyond for a family at their own discretion and expense.

Services performed without prior authorization by Lewis County Department of Social Services shall not be reimbursed.

Supplementation: Supplementation by a non-legally responsible party is allowed, but not compulsory, for additional services, merchandise and third-party expenditures with a total cap of \$1,500. Patient Incidental Accounts (PIA) are not to be used for supplementation. Legally responsible relatives are not allowed to supplement funeral services and would result in the application being denied.

The Department of Social Services is the last resort for payment of funeral services; any solicitation by family or friends for monetary donations through crowdfunding

sites such as GoFundMe or Facebook, will result in denial of Funeral Assistance payment.

Winter Deaths: When the death occurs during the winter season and burial is elected, and the selected cemetery is unable or unwilling to perform the burial due to winter conditions, the Department shall authorize payment for the applicable winter vault storage fee.

Death Notice: The funeral firm selected may publish a free Death Notice; however, the Department of Social Services will not authorize payment for a published obituary.

Transportation Charges: Allowable transportation charges for remains are paid at the rate of \$1.85 per loaded mile and shall include but not be limited to:

- The removal from place of death, morgue or other location to the funeral home
- Transportation to the cemetery, mausoleum or other final resting place of the deceased.
- Transportation to and/or from a crematorium
- In the rare instance of transportation necessary by a common carrier, it shall first be approved by the Commissioner of Social Services, or the Director of Economic Supports, and shall be billed by the funeral firm to the Lewis County Department of Social Services, at cost, plus \$50 to cover administration expenses to arrange for the same.
- Transportation of the deceased to an authorized hospital or medical center for the purposes of a coroner/medical examiner-ordered autopsy or other postmortem examination shall follow the County of Lewis policy per Resolution 266-2024. Should the decedent be eligible for DSS funeral assistance the Lewis County District Attorney's office shall send the invoice for transportation to Lewis County DSS for consideration of reimbursement.

Payment: Itemized bills for approved burials should be sent to:
Lewis County Department of Social Services
Funeral Assistance Unit
PO Box 193
Lowville, New York 13367

Special Considerations:

1. Exceptions to this policy may be made if approved by the Commissioner of Social Services or the Director of Economic Supports.

Reference:

Reference Funeral Assistance Policy Resolution No. 192-2026 attached to this fact sheet.

Adopted by the Lewis County Board of Legislators:
August 4, 2026, Resolution No. 192 -2026

RESOLUTION NO. 193 - 2026

**AUTHORIZING AGREEMENT BETWEEN THE COUNTY OF LEWIS AND TIPCO
AUTOMATED SYSTEMS FOR SUPPORT FOR DEPARTMENT OF SOCIAL
SERVICES EVA PHONE, R & R, AND COMPANION SYSTEMS**

Introduced by Legislator Thomas Kalamas, Chair of the Human Services Committee.

WHEREAS, the County of Lewis previously entered into an agreement with Tipco Automated Systems to implement EVA, an AI-powered virtual assistant, for the Department of Social Services; and

WHEREAS, the Department of Social Services requires continued maintenance and support for the EVA Phone, EVA Interview (previously known as EVA R & R), and EVA Companion systems in order to maintain ongoing departmental operations, and seeks to enter into an agreement with Tipco Automated Systems, for a total cost not to exceed \$31,500.00 (\$9,450.00 County funding, \$11,025.00 State funding, and \$11,025.00 Federal funding, depending on the program);

WHEREAS, the Board of Legislators seeks to authorize this agreement;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby approves an agreement between the County of Lewis and Tipco Automated Systems for maintenance and support of the EVA Phone, EVA Interview (EVA R & R), and EVA Companion systems for a one-year period, from August 1, 2026 through July 31, 2027, at a total cost not to exceed \$31,500.00.

Section 2. The said agreement shall be funded through a combination of County funding in the amount of \$9,450.00, State funding in the amount of \$11,025.00, and Federal funding in the amount of \$11,025.00 based on program.

Section 3. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement and any related documents, upon such form as may be approved by the County Attorney.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.

RESOLUTION NO. 194 - 2026

**APPROPRIATING FUNDS
Social Services**

Introduced by Legislator Thomas Kalamas, Chair of the Human Services Committee.

BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an appropriation within the Social Services Department accounts to recognize the receipt of additional non-Medicaid funds from the Lewis County Health System, as follows:

Increase Revenue:

A010000 327009 Hospital Debt Repayment	\$1,540,001.50
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Increase Expenditure:

A0610200 461300 DSS MMIS IGT	\$1,540,001.50
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Section 2. This resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 4th day of August, 2026.