
NOTICE

TO: Members of the Lewis County Finance & Rules Committee

FROM: Cassandra Moser, Clerk of the Board

DATE: October 22, 2026

SUBJECT: Finance & Rules Committee Meeting

The Lewis County Finance & Rules Committee will hold its regular meeting on Tuesday, October 27, 2026, at 2:30 p.m. in the Legislative Board Chambers, 2nd Floor, Lewis County Courthouse, Lowville, New York.

Attached is a list of agenda items for the meeting which will be live-streamed on the Lewis County YouTube channel at: [Lewis County - YouTube.](#)

cc:	County Clerk/DMV	Planning & Community Development
	Economic Development	Purchasing
	Human Resources	Real Property Tax
	Information Technology	Treasurer
	Insurance/Workers' Compensation	

FINANCE & RULES COMMITTEE

AGENDA – October 27, 2026

Call to Order:

- Legislator Jessica Moser, Chair.

Roll Call:

- Clerk of the Board records attendance.

Approval of Minutes:

- Motion to approve minutes from September 22, 2026.

Presentations / Discussion Items:

- Codification Update – Ian Gilbert, County Attorney (10 minutes)
- Long-Term Capital Planning – Timothy Hunt, County Manager (10 minutes)

Draft Resolutions:

1. Authorizes a Memorandum of Understanding between Lewis County and participating municipalities to provide Defensive Driving training to municipal employees and other authorized participants. The County's Human Resources Department will deliver the training, with participating municipalities reimbursing the County for direct instructional, material, and related costs. The department will maintain records of training sessions, expenses, and reimbursements.
2. Appoints Kyle Pendergraft of Lowville, NY, as the Lewis County Technology Services Manager, effective retroactively to October 19, 2026. The position will provide countywide leadership and coordination of technology services. The annual salary is established at \$72,531, in accordance with the County's Exempt Employee Compensation Policy.
3. Authorizes the termination, surrender, and mutual release of the 2003 Ground Lease Agreement, as amended, between Lewis County and Mountain View Prevention Services Inc. for County-owned property located at 7714 Number Three Road, Lowville, following the cessation of MVPS operations. The agreement will restore the County's full control of the property and release both parties from claims and obligations under the lease in exchange for a \$10 payment to MVPS.
4. Appoints Calvin Company, a resident of Legislative District 2, to the Lewis County Land Bank Corporation Board to fill the vacancy created by Jon Beller's resignation. The appointment will serve the remainder of the unexpired term, ending March 3, 2027.

5. Appoints Lauryn Schell of New Bremen, NY, as Lewis County Fair Housing Officer and a member of the Fair Housing Task Force, effective November 13, 2026. The appointments will fill the vacancies resulting from Casandra Buell's departure from County employment.
6. Approves the proposed bylaws of the Lewis County Land Bank Corporation, establishing the governance structure and operational procedures necessary for the Corporation's proper functioning. The resolution authorizes adoption of the bylaws by the Land Bank Board of Directors and directs that certified copies be forwarded to the Board and the New York State Department of State, as required.
7. Authorizes Lewis County to list the Lewis County Land Bank Corporation as an additional insured under the County's insurance policies to provide coverage protection in connection with the Corporation's activities. The County Attorney and Planning Department staff will coordinate with the Corporation and the County's insurance carrier to complete the necessary endorsements and provide written confirmation to the Board of Legislators.
8. Sets a public hearing on the 2027 Tentative Lewis County Budget for Tuesday, November 24, 2026, at 5:00 p.m. in the second-floor Legislative Chambers of the Lewis County Courthouse, in accordance with County Law Section 359, to receive public comments on the proposed budget.

Unfinished Business:

New Business:

Executive Session:

Adjournment:

Additional Information

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

RESOLUTION NO. __ - 2026

AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF LEWIS AND PARTICIPATING MUNICIPALITIES FOR THE PROVISION OF DEFENSIVE DRIVING TRAINING FOR MUNICIPAL EMPLOYEES

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

WHEREAS, the County of Lewis, through its Human Resources Department, has obtained certification from the National Safety Council to provide Defensive Driving training; and

WHEREAS, the County has successfully delivered two training courses to Lewis County employees, which courses provide benefits to both employees and County taxpayers through the reduction of auto insurance rates; and

WHEREAS, the Human Resources Department has received interest from municipal highway departments and other authorized participants to attend in-person Defensive Driving training sessions; and

WHEREAS, to facilitate the provision of such training to non-County employees, the County seeks to establish a Memorandum of Understanding that sets forth the terms, conditions, and cost-recovery structure for the delivery of such training to municipalities and their employees; and

WHEREAS, the Board of Legislators seeks to authorize the execution of such Memorandum of Understanding;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby authorizes the County of Lewis to enter into a Memorandum of Understanding with participating municipalities for the provision of Defensive Driving training, whereby participating municipalities shall reimburse the County for the direct costs of instruction, materials, and related expenses incurred in delivering such training.

Section 2. The Chair or Vice-Chair of the Board of Legislators, or the County Manager is hereby authorized to make, execute, seal and deliver such Memorandum of Understanding upon such form as may be approved by the County Attorney.

Section 3. The Human Resources Department is directed to maintain records of all training courses delivered under this Memorandum of Understanding, including participant enrollment, costs incurred, and reimbursements received.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026.

DRAFT

RESOLUTION NO. __ - 2026

**APPOINTING KYLE PENDERGRAFT TO THE POSITION OF
TECHNOLOGY SERVICES MANAGER**

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

WHEREAS, the Technology Services Manager position was established to provide countywide leadership and coordination of technology services, support the operational and technical needs of County departments, and improve the County's ability to recruit qualified candidates; and

WHEREAS, the Human Resources Director and County Manager conducted interviews of qualified candidates to fill the Technology Services Manager position and recommend the appointment of Kyle Pendergraft by the Board of Legislators;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby appoints Kyle Pendergraft of Lowville, NY as the Lewis County Technology Services Manager, effective and retroactive to October 19, 2026.

Section 2. The annual salary for the appointee to this position is hereby established at \$72,531, in accordance with the County's Exempt Employee Compensation Policy.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026.

RESOLUTION NO. __ - 2026

**AUTHORIZING TERMINATION, SURRENDER, AND MUTUAL RELEASE OF
GROUND LEASE AGREEMENT BETWEEN THE COUNTY OF LEWIS AND
MOUNTAIN VIEW PREVENTION SERVICES INC. FOR PROPERTY LOCATED
AT 7714 NUMBER THREE RD, LOWVILLE**

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

WHEREAS, the County of Lewis (the "County") owns the real property located at 7714 Number Three Rd, Lowville, New York 13367 (the "Property"), and leased the Property to Mountain View Prevention Services Inc. ("MVPS") under a Ground Lease dated October 27, 2003, as amended November 3, 2004 (the "Ground Lease"); and

WHEREAS, MVPS has ceased operations, and the County and MVPS wish to terminate and surrender the Ground Lease, confirm the County's ownership and control of the Property, and grant each other a mutual release of all claims and obligations arising under the Ground Lease; and

WHEREAS, these terms will be set forth in a termination, surrender, and mutual release agreement (the "Agreement") that takes effect upon its execution and the County's payment of Ten and 00/100 Dollars (\$10.00) to MVPS; and

WHEREAS, the Board of Legislators wishes to authorize the County to enter into the Agreement;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators approves the termination, surrender, and mutual release of the Ground Lease, and the release of all related claims, between the County and MVPS effective upon execution of a termination, surrender, and mutual release agreement and the County's payment of \$10.00 to MVPS.

Section 2. The Chair or Vice-Chair of the Board of Legislators, or County Manager, is hereby authorized to make, execute, seal and deliver such termination, surrender, and mutual release agreement, in addition to any other documents required by the NYS Office of Addiction Services and Supports, upon such form as may be approved by the County Attorney.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026.

RESOLUTION NO. __ - 2026

APPOINTING CALVIN CAMPANY TO THE LEWIS COUNTY LAND BANK CORPORATION

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

WHEREAS, the Lewis County Land Bank Corporation (the "Corporation"), a not-for-profit entity organized under the laws of the State of New York, serves to strengthen communities throughout Lewis County by acquiring, stabilizing, rehabilitating, redeveloping, and returning vacant, abandoned, tax-delinquent, and underutilized properties to productive use in a manner that reduces blight, supports community and economic development, expands housing opportunities, and strengthens the local tax base; and

WHEREAS, a vacancy has occurred on the Board of the Corporation due to the resignation of Jon Beller, effective September 16, 2026; and

WHEREAS, the Board of Legislators of Lewis County seeks to fill the vacant seat representing Legislative District 2 for the remainder of the unexpired term ending March 3, 2027; and

WHEREAS, Calvin Campany, a resident of District 2, residing at 7189 Belfort Road, Croghan, New York 13327, has been identified and is willing to serve on the Board of the Corporation to complete the unexpired term;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. Calvin Campany is hereby appointed to the Board of the Lewis County Land Bank Corporation as the Board Member from Legislative District 2 for the remainder of the unexpired term ending March 3, 2027, to fill the vacancy created by the resignation of Jon Beller.

Section 2. The appointee shall have all powers and duties as a Board Member as prescribed by the bylaws and governing documents of the Lewis County Land Bank Corporation.

Section 3. The Chair or Vice-Chair of the Board of Legislators, or County Manager, is hereby authorized to execute and deliver such documentation as may be necessary to effectuate this appointment, upon such form as may be approved by the County Attorney.

Section 4. Certified copies of this resolution shall be forwarded to the Lewis County Land Bank Corporation and the Department of Planning & Community Development.

Section 5. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026.

DRAFT

RESOLUTION NO. __ - 2026

**APPOINTING LAURYN SCHELL AS LEWIS COUNTY FAIR HOUSING OFFICER AND
TO THE FAIR HOUSING TASK FORCE**

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

WHEREAS, Casandra Buell currently serves as the Fair Housing Officer for Lewis County and as a member of the Fair Housing Task Force, and will be departing Lewis County employment on November 13, 2026, creating a vacancy in said office; and

WHEREAS, the Lewis County Planning & Community Development Department recommends appointing Lauryn Schell of New Bremen, New York to fill the vacancy as Fair Housing Officer for Lewis County and to be appointed as a member of the Fair Housing Task Force, effective November 13, 2026; and

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

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby appoints Lauryn Schell of New Bremen, New York as Fair Housing Officer for Lewis County and as a member of the Fair Housing Task Force, to fill the vacancies created by the departure of Casandra Buell, commencing November 13, 2026.

Section 2. The Clerk of the Board is hereby directed to forward certified copies of this resolution to Lauryn Schell, the Lewis County Planning & Community Development Department, and the Lewis County Clerk.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026.

RESOLUTION NO. __ - 2026

APPROVING THE LEWIS COUNTY LAND BANK CORPORATION BYLAWS

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

WHEREAS, the County of Lewis seeks to establish and support the Lewis County Land Bank Corporation, a public benefit corporation designed to acquire, manage, and dispose of tax-foreclosed and other properties for public purposes; and

WHEREAS, pursuant to the Land Bank Act and applicable New York State law, the Lewis County Land Bank Corporation must adopt bylaws governing its organization, governance, and operational procedures; and

WHEREAS, the proposed Lewis County Land Bank Corporation Bylaws have been prepared and reviewed, and must receive approval from the Board of Legislators before adoption by the Land Bank Board of Directors; and

WHEREAS, the Board of Legislators finds it in the public interest to approve the proposed bylaws to enable the establishment and proper functioning of the Land Bank Corporation;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby approves the Lewis County Land Bank Corporation Bylaws, as presented, and authorizes their adoption by the Land Bank Board of Directors.

Section 2. Certified copies of this resolution shall be forwarded to the Lewis County Land Bank Corporation Board of Directors and to the New York State Department of State, as required.

Section 3. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026.

DRAFT BYLAWS
Lewis County Land Bank Corporation
Adopted: [Date]

ARTICLE I – NAME AND PURPOSE

Section 1. Name

The name of the corporation shall be as provided in its Certificate of Incorporation and is currently the Lewis County Land Bank Corporation (hereafter the “Corporation” or “Land Bank”).

Section 2. Purpose

The purpose of the Land Bank is to efficiently acquire, hold, manage, develop, and dispose of vacant, abandoned, tax-delinquent, and underutilized properties within Lewis County in a manner consistent with the public interest, as outlined in Article 16A of the New York State Not-for-Profit Corporation Law (“NPCL”), including §1601 et seq., and to carry out all powers and duties authorized thereunder.

ARTICLE II – OFFICES

Section 1. Principal Office

The principal office of the Corporation shall be located at 7660 N. State Street, Lowville, NY, 13367, c/o County Attorney.

Section 2. Other Offices

The Corporation may also maintain other offices within Lewis County as the Board of Directors may determine.

ARTICLE III – BOARD OF DIRECTORS

Section 1. Authority and Duties

The Corporation shall be governed by a Board of Directors (“the Board”), which shall supervise and control the affairs, property, and operations of the Corporation, subject to oversight by the Lewis County Board of Legislators as the appointing authority.

Section 2. Number and Composition

The Board shall consist of no fewer than five (5) and no more than eleven (11) directors, appointed in accordance with Article 16-A of the N-PCL. Pursuant to Article 16 §1605, any public officer, a person who is elected to a municipal office, shall be eligible to

serve as a board member and the acceptance of the appointment shall neither terminate nor impair such public office. Any municipal employee or appointed officer shall also be eligible to serve as a board member.

Section 3. Appointment and Terms

Directors shall be appointed by the Lewis County Board of Legislators. Directors shall serve staggered **three-year terms**, with no more than one-third of terms expiring in a single year. Directors may be reappointed. Initial terms may be set at one, two, or three years to stagger future expirations.

Section 4. Vacancies

Vacancies shall be filled by appointment of the Lewis County Board of Legislators for the remainder of the unexpired term.

Section 5. Attendance

Directors shall attend and actively participate in meetings of the Board of Directors. A director who is absent from three (3) regular meetings of the Board within a twelve-month period without reasonable cause shall be deemed to have failed to meet the attendance and participation requirements of the Board. Upon determination of such failure, the Board may, by majority vote of the remaining directors, declare the director disqualified and removed from office in accordance with Section 1605(e) of Article 16 of the New York Not-For-Profit Corporation Law. Any resulting vacancy shall be deemed effective on the first day of the next calendar month, and any individual removed pursuant to this Section shall be ineligible for reappointment unless confirmed by unanimous vote of the Board of Directors.

Section 6. Removal

Directors may be removed for cause by the Lewis County Board of Legislators, after notice and an opportunity to be heard, consistent with N-PCL Article 16-A.

ARTICLE IV – MEETINGS

Section 1. Regular Meetings

The Board shall hold regular meetings at least quarterly at a time and place to be determined by the Board.

Section 2. Special Meetings

Special meetings may be called by the Chairperson or upon the written request of at least two Directors.

Section 3. Quorum

A majority of the total number of Directors then in office shall constitute a quorum. No action may be taken without a quorum.

Section 4. Voting

Each Director shall be entitled to one (1) vote. Actions shall be approved by a majority of those present, unless otherwise specified by law or as set forth in the Bylaws. Pursuant to Section 1605(k) of the New York Not-for-Profit Corporation Law, voting by proxy shall not be permitted. Any Director may request that the vote on any motion, resolution, or other action of the Corporation be recorded in the minutes.

Section 5. Open Meetings Law

All meetings of the Board shall be conducted in compliance with the New York State Open Meetings Law (Public Officers Law, Article 7), including provisions permitting remote participation where authorized by law.

Section 6. Videoconferencing

The Board of Directors may permit one or more Directors to participate in meetings by videoconference in accordance with the New York State Open Meetings Law and any other applicable law.

A Director participating by videoconference shall be deemed present for purposes of quorum and voting, provided the Director can simultaneously hear and be heard by all other participants throughout the meeting.

When videoconferencing is utilized, the Corporation shall comply with all applicable requirements of the New York State Open Meetings Law regarding public notice, public access, recording, and retention of meeting records. Unless otherwise required by law, members of the public may attend meetings at the designated physical meeting location. The Board may also provide a means for the public to view or listen to meetings remotely.

The Board may adopt additional policies and procedures governing videoconference participation as necessary to ensure compliance with applicable law and the orderly conduct of meetings.

ARTICLE V – OFFICERS

Section 1. Officers

The officers of the Corporation shall include a Chairperson, Vice Chairperson, Secretary, and Treasurer. The Board may appoint such additional officers as it deems necessary.

Section 2. Election and Terms

Officers shall be elected annually by the Board of Directors at the annual meeting and shall serve one-year terms. Officers may be re-elected.

Section 3. Duties

Chairperson – Presides at meetings of the Board and serves as the principal representative of the Corporation.

Vice Chairperson – Performs the duties of the Chairperson in the Chairperson's absence or incapacity.

Secretary – Ensures the maintenance of the official records of the Corporation, including minutes of meetings, corporate records, and required filings. The Secretary may delegate administrative responsibilities to an Assistant Secretary, Recording Secretary, or other individual designated by the Board; however, the Secretary shall remain responsible for ensuring that the Corporation's records are properly maintained.

Treasurer – Oversees the financial affairs of the Corporation, including maintenance of financial records, internal controls, preparation of financial reports, coordination of audits, and compliance with applicable fiscal requirements. The Treasurer shall be bonded if required by the Board.

ARTICLE VI – COMMITTEES

Section 1. Committees

The Board may establish standing or ad hoc committees to carry out specific duties. All committee actions are subject to approval by the full Board. Committees do not have the authority to hire or terminate staff.

Section 2. Hiring of Staff

Pursuant to Article 16 § 1606, the Board of Directors may employ a secretary, an executive director, its own counsel and legal staff, and such technical experts, and such other agents and employees, permanent or temporary, as it may require, and may determine the qualifications and fix the compensation and benefits of such people. The Board of Directors may also enter into contracts and agreements with

municipalities for staffing services to be provided to the land bank by municipalities or agencies or departments thereof.

The Board of Directors shall have the authority to establish staff positions, determine qualifications, and fix compensation and terms of employment for such positions.

The Board of Directors may appoint an Executive Director or other chief administrative officer, who shall be responsible for the day-to-day administration of the Land Bank and for the supervision and management of Land Bank employees. The Executive Director may hire, supervise, discipline, and terminate employees of the Land Bank in accordance with policies adopted by the Board of Directors. In the absence of an Executive Director, the Board of Directors would be responsible for hiring, supervising, disciplining, and terminating employees, and for entering into agreements with municipalities to provide staffing services.

ARTICLE VII – ETHICS AND CONFLICTS OF INTEREST

Section 1. Compliance

The Corporation shall conduct its operations in accordance with the New York State Public Authorities Accountability Act, the New York State Not-for-Profit Corporation Law, applicable provisions of the Public Officers Law, and all requirements imposed by Empire State Development.

Section 2. Code of Ethics

Directors, officers, and employees of the Corporation shall comply with the Lewis County Code of Ethics and any supplemental ethics policies adopted by the Lewis County Board of Legislators.

Section 3. Conflicts of Interest

No Director shall vote on or participate in discussions on any matter in which they have a direct or indirect financial interest. Such interests must be disclosed in writing and entered into the minutes.

Section 4. Procurement Policy

The Board shall adopt and maintain a Procurement Policy governing the acquisition of goods and services. Such policy shall promote fairness, transparency, competition, and cost effectiveness, and be consistent with applicable law and ESD requirements.

Article VIII – PROPERTY ACQUISITION AND DISPOSITION

Section 1. Authority

The Corporation is authorized to acquire, hold, lease, manage, rehabilitate, develop, mortgage, convey, exchange, or otherwise dispose of real and personal property in furtherance of its public purposes as set forth in Article 16-A of the N-PCL.

Section 2. Acquisition

Property may be acquired by the Corporation through tax foreclosure, purchase, donation, transfer from a governmental entity, or any other lawful means consistent with the Corporation's mission.

Section 3. Disposition Policy

The Board shall adopt and maintain a written Property Disposition Policy establishing standards and procedures for the disposition of property. The policy shall prioritize public benefit outcomes and may permit disposition for less than fair market value where the Board determines that such disposition serves a valid public purpose.

ARTICLE IX – FINANCIAL AND ADMINISTRATIVE MATTERS

Section 1. Fiscal Year

The Corporation's fiscal year shall begin on January 1 and end on December 31.

Section 2. Budget and Reporting

The Board shall adopt an annual budget prior to the start of each fiscal year. The Corporation shall file all required reports with the New York State Authorities Budget Office and Empire State Development and shall provide an annual budget and annual financial report to the Lewis County Board of Legislators.

Section 3. Audits

The Corporation shall be subject to independent annual audits, which shall be publicly available.

ARTICLE X – FREEDOM OF INFORMATION LAW

The Corporation shall be subject to and shall comply with the New York State Freedom of Information Law (Public Officers Law, Article 6). The Board shall designate a Records Access Officer and adopt procedures governing responses to requests for public records.

ARTICLE XI – INDEMNIFICATION

To the fullest extent permitted by law, the Corporation shall indemnify its directors, officers, and employees against claims and liabilities arising from their service to the Corporation, consistent with the N-PCL and Public Officers Law.

ARTICLE XII – DISSOLUTION

Section 1. Dissolution

The Corporation may be dissolved only in accordance with Article 10 of the New York State Not-for-Profit Corporation Law and upon approval of the Lewis County Board of Legislators.

Section 2. Distribution of Assets

Upon dissolution, and after payment or provision for payment of all liabilities, all remaining assets shall be distributed to Lewis County or to another land bank corporation organized under Article 16A of the NPCL, as determined by the Lewis County Board of Legislators, and shall be used exclusively for public purposes.

ARTICLE X – AMENDMENTS

These Bylaws may be amended only after review and approval of the proposed amendment by the Lewis County Board of Legislators. Any proposed amendment shall be submitted in writing to the Board of Directors and to the Lewis County Board of Legislators at least thirty (30) days prior to the meeting at which it will be considered. All members of the Board of Directors shall be notified of the proposed amendment at the same time it is submitted to the Lewis County Board of Legislators. Following approval by the Lewis County Board of Legislators, the amendment may be adopted by the affirmative vote of two-thirds (2/3) of the full Board of Directors. No amendment shall take effect unless approved by both the Lewis County Board of Legislators and the Board of Directors as provided in this Section.

RESOLUTION NO. __ - 2026

**AUTHORIZING THE COUNTY OF LEWIS TO LIST
THE LEWIS COUNTY LAND BANK CORPORATION AS
AN ADDITIONAL INSURED ON COUNTY INSURANCE COVERAGE**

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

WHEREAS, the County of Lewis maintains comprehensive insurance coverage for its operations and assets; and

WHEREAS, the Lewis County Land Bank Corporation (LCLBC), a public benefit corporation established to support property revitalization and community development initiatives in Lewis County, works in coordination with County programs and activities; and

WHEREAS, the Board of Legislators has determined that it is in the best interest of the County to list the LCLBC as an additional insured on the County's insurance policy or policies, thereby extending coverage protection to the Corporation in connection with its activities; and

WHEREAS, the County Attorney has reviewed this request and determined that such designation is appropriate and in accordance with County policy and insurance requirements; and

WHEREAS, the Board of Legislators seeks to authorize this designation to protect the County's interests and those of the LCLBC;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby authorizes the County to list the LCLBC as an additional insured on the County's insurance policy or policies, effective as of the date of this resolution or such other date as may be determined appropriate by the County's insurance broker or carrier.

Section 2. The Chair or Vice-Chair of the Board of Legislators, or County Manager, is hereby authorized to execute such endorsements, amendments, or other documents as may be necessary to effectuate this authorization, in such form as may be approved by the County Attorney.

Section 3. The County Attorney and Planning Department staff are directed to coordinate with the LCLBC and the County's insurance carrier(s) to process the additional insured endorsement(s) and to provide written confirmation to the Board of Legislators upon completion.

Section 4. A certified copy of this resolution shall be forwarded to the LCLBC Board and to the County's insurance broker and carrier(s).

Section 5. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026.

DRAFT

RESOLUTION NO. __ - 2026

**SETTING THE PUBLIC HEARING ON
2027 TENTATIVE LEWIS COUNTY BUDGET**

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

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. In accordance with County Law Section 359, the Lewis County Board of Legislators hereby sets the public hearing for comments on the 2027 Tentative Lewis County Budget to be held in the second floor Legislative Chambers of the Lewis County Courthouse, 7660 State Street, Lowville, New York on the 24th day of November 2026 to begin at 5:00 p.m.

Section 2. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026.