
NOTICE

TO: Members of the Lewis County General Services Committee

FROM: Cassandra Moser, Clerk of the Board

DATE: October 22, 2026

SUBJECT: General Services Committee Meeting

The Lewis County General Services Committee will hold its regular meeting on Tuesday, October 27, 2026, at 1:00 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:	Board of Elections	Highway
	Buildings & Grounds	Public Defender
	Code Enforcement/Junkyards	Recreation, Forestry, & Parks
	District Attorney	Recycling & Solid Waste
	Fire & Emergency Management	Weights & Measures
	Agriculture	

GENERAL SERVICES COMMITTEE

AGENDA – October 27, 2026

Call to Order:

- Legislator Josh Leviker, Chair.

Roll Call:

- Clerk of the Board records attendance.

Approval of Minutes:

- Motion to approve minutes from September 22, 2026.

Presentations / Discussion Items:

- Proposed Junkyard Law Amendments – Jon Roes, Director of Codes (10 minutes)

Draft Resolutions:

1. Authorizes an amendment to the lease agreement between Lewis County and the Development Authority of the North Country (DANC) for 108 square feet of telecommunications equipment space at 7660 North State Street, Lowville. The amendment extends the lease term through December 29, 2043, in consideration of DANC providing reduced-cost fiber and Ethernet services to County facilities, and establishes requirements for fire suppression equipment maintenance and updated notice provisions.
2. Authorizes a five-year agreement with Mellnitz Services for fire-extinguisher inspection services for all County-owned extinguishers from January 1, 2027, through December 31, 2031. Mellnitz Services was selected as the lowest responsive bidder following a competitive RFP process. The agreement has a total estimated cost of \$13,630, to be funded through the Buildings & Grounds Department operating budget.
3. Authorizes an amendment to the agreement with Barton & Loguidice for supplemental engineering, final design, and bidding services for culvert replacement projects on Number Four Road near the Kotel Road intersection and Pine Grove Road. The amendment totals \$147,200, with \$110,400 (75%) eligible for FEMA reimbursement and \$36,800 (25%) funded through the Highway Department budget. Services will be completed by December 31, 2027.
4. Authorizes a one-year extension of the Shared Services Agreement between Lewis County and the New York State Department of Transportation (NYSDOT), retroactively effective September 1, 2026, through August 31, 2027. The agreement provides for the reciprocal sharing of highway maintenance services, materials, machinery, and

equipment valued at \$128,000, with each party contributing \$64,000 in services and resources.

5. Confirms the Type I classification of the Bailey Road over Independence River Bridge Replacement Project (BIN 2220750) in the Town of Watson and issues a Negative Declaration under the State Environmental Quality Review Act (SEQRA). Based on its environmental review, the Board determines that the project will not result in significant adverse environmental impacts and that a Draft Environmental Impact Statement is not required.
6. Adopts Local Law No. 7-2026, entitled "The 2026 Amended Local Law Regulating and Permitting Special Events on County Roads, Trails or Other County Property and on Any Town Roads and Property Where the Town Has Opted In." Following the public hearing, the local law is enacted and will take effect upon filing with the New York State Secretary of State.

Unfinished Business:

- Railroad Easements: continues to be researched

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 AN AMENDMENT TO THE LEASE AGREEMENT BETWEEN THE
COUNTY OF LEWIS AND THE DEVELOPMENT AUTHORITY OF THE NORTH
COUNTRY FOR TELECOMMUNICATIONS EQUIPMENT SPACE AT 7660 NORTH
STATE STREET, LOWVILLE, NEW YORK**

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

WHEREAS, the County of Lewis (the "County") and the Development Authority of the North Country ("DANC"), a New York State Public Benefit Corporation, with principal offices at 317 Washington St., Suite 414, Watertown, New York, entered into a twenty-year Lease Agreement dated December 30, 2003, by which the County leased approximately 72 square feet of space located at 7660 North State Street, Lowville, New York, to accommodate DANC's telecommunications central office equipment; and

WHEREAS, the parties executed an amendment to the Lease Agreement in September of 2008 to increase the leased space by 36 square feet to a total of 108 square feet; and

WHEREAS, the continued operation of a telecommunications central office in Lowville, New York is critical to ensuring that continued broadband access is available to Lewis County residents and businesses; and

WHEREAS, the building located at 7660 North State Street, Lowville, New York had an average monthly cost per square foot of \$20.33 for the entire building for 2025, resulting in a monthly service value to the Development Authority of the North Country of \$2,195.64 (\$26,347.68 annually), based on the most recent Space Occupancy Cost Analysis; and

WHEREAS, DANC provides reduce-priced ethernet and fiber service to multiple County-owned offices and facilities in consideration of the no-cost lease of the space at 7660 N. State Street; and

WHEREAS, the County of Lewis and the Development Authority of the North Country desire to extend the term of the Lease Agreement through December 29, 2043, and the Board of Legislators seeks to authorize an amendment to that effect;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby authorizes an amendment to the Lease Agreement between the County of Lewis and the Development Authority of the North Country, dated December 30, 2003, as amended in September 2008, for

telecommunications equipment space at 7660 North State Street, Lowville, New York, comprising 108 square feet. The amendment shall extend the lease term through December 29, 2043, with a monthly service value of \$2,195.64 (\$26,347.68 annually), in consideration of the Authority's provision of fiber and ethernet services as set forth in the amendment.

Section 2. The amendment shall provide that the Development Authority of the North Country shall operate and maintain fire suppression equipment sufficient to protect the physical space described in the Lease Agreement and shall keep such equipment in good working order for the term of the lease.

Section 3. The amendment shall modify the notice provisions of the Lease Agreement to provide that every notice required or permitted hereunder shall be in writing and shall be deemed duly given three (3) business days after mailed by certified or registered mail, returned receipt requested, to the party's address set forth in the introductory paragraph of the Agreement, with either party entitled to change its address for notice by providing written notice to the other party.

Section 4. The Chair or Vice-Chair of the Board of Legislators, or the County Manager, is hereby authorized to make, execute, seal and deliver the amendment, together with the Buildings & Grounds Supervisor, upon such form as may be approved by the County Attorney.

Section 5. 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 AN AGREEMENT BETWEEN THE COUNTY OF LEWIS AND
MELNITZ SERVICES FOR FIRE-EXTINGUISHER INSPECTION SERVICES FOR
ALL COUNTY-OWNED EXTINGUISHERS**

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

WHEREAS, the County of Lewis, Department of Buildings & Grounds, requires professional fire-extinguisher inspection services for all county-owned extinguishers; and

WHEREAS, the County issued a formal Request for Proposal to solicit competitive bids for these services, with three (3) bids received and opened on October 1, 2026, at 10:30 a.m.; and

WHEREAS, Mellnitz Services, located at 5026 State Rt 410, Castorland, NY 13620, submitted the lowest responsive bid and is recommended for award; and

WHEREAS, the proposed agreement with Mellnitz Services is for a five-year period, from January 1, 2027 through December 31, 2031, at estimated annual amounts of \$2,970.00 (2027), \$2,485.00 (2028), \$3,075.00 (2029), \$2,930.00 (2030), and \$2,170.00 (2031), for a total estimated cost of \$13,630.00, to be funded from the Buildings & Grounds Department budget; and

WHEREAS, the Board of Legislators seeks to authorize this agreement to ensure continued compliance with fire safety inspection requirements;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby authorizes an agreement between the County of Lewis and Mellnitz Services for the provision of fire-extinguisher inspection services for all county extinguishers, for a five-year period from January 1, 2027 through December 31, 2031, at estimated annual amounts not to exceed \$2,970.00 (2027), \$2,485.00 (2028), \$3,075.00 (2029), \$2,930.00 (2030), and \$2,170.00 (2031), for a total estimated cost not to exceed \$13,630.00.

Section 2. The annual costs associated with this agreement shall be paid from the Buildings & Grounds Department operating budget for each of the respective years.

Section 3. The Chair or Vice-Chair of the Board of Legislators, or County Manager, is hereby authorized to make, execute, seal and deliver such 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 3rd day of November, 2026.

DRAFT

RESOLUTION NO. __ - 2026

AUTHORIZING AN AMENDMENT TO THE AGREEMENT BETWEEN THE COUNTY OF LEWIS AND BARTON & LOGUIDICE FOR SUPPLEMENTAL ENGINEERING AND DESIGN SERVICES FOR CULVERT REPLACEMENT PROJECTS

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

WHEREAS, by Resolution No. 176-2024, the Lewis County Board of Legislators authorized an agreement with Barton & Loguidice, D.P.C. ("B&L"), dated and executed September 17, 2024, for FEMA coordination and related engineering assessment services in connection with the storm-damaged structures (the "Original Agreement"); and

WHEREAS, the original agreement identified the need for supplemental agreements to complete additional work required to prepare the damaged sites for construction, specifically for the culvert replacement projects on Number Four Road near the Kotel Road intersection and Pine Grove Road; and

WHEREAS, the Board of Legislators seeks to authorize an amendment to the Original Agreement to provide for supplemental engineering and design services, including completion of preliminary design items, final design, and bidding services for the two culvert replacement projects, for a total contract amendment amount of \$147,200.00, with the County funding \$36,800.00 from the Highway Department budget and FEMA providing \$110,400.00 in reimbursable federal funds; and

WHEREAS, the supplemental services are eligible for FEMA reimbursement on a cost-share basis of seventy-five percent (75%) federal and twenty-five percent (25%) local, such that of the total amount of \$147,200.00, the sum of \$110,400.00 is to be funded by FEMA and the sum of \$36,800.00 is to be funded by the County through the Highway Department;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby authorizes a supplemental agreement between the County of Lewis and Barton & Loguidice, P.C., 443 Electronics Parkway, Liverpool, New York 13088, amending the Original Agreement authorized by Resolution No. 176-2024, for the completion of incomplete preliminary design items, final design, and bidding services for the replacement of culverts on Number Four Road near the Kotel Road intersection and on Pine Grove Road, in a total amount not to exceed \$147,200, with services to be rendered through December 31, 2027.

Section 2. The County's funding for this amendment shall be \$36,800.00, to be charged to the Highway Department budget. Federal reimbursement through FEMA shall provide \$110,400.00 of the total cost on a 75% federal / 25% local cost-share basis.

Section 3. The Chair or Vice-Chair of the Board of Legislators, or the County Manager, is hereby authorized to make, execute, seal and deliver such supplemental agreements or amendments, 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 3rd day of November, 2026.

RESOLUTION NO. __ - 2026

**AUTHORIZING ONE-YEAR EXTENSION TO SHARED SERVICES AGREEMENT
BETWEEN THE COUNTY OF LEWIS AND THE NEW YORK STATE DEPARTMENT
OF TRANSPORTATION**

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

WHEREAS, pursuant to Highway Law § 12, Transportation Law §§ 14(14) and 14(16), and General Municipal Law § 99-r, the County of Lewis ("County") previously entered into a Shared Services Agreement (Comptroller's Contract No. C040856) with the People of the State of New York, acting by and through the New York State Department of Transportation ("NYSDOT"), as authorized by Lewis County Resolution No. 65-2025, for a four-year period from September 1, 2022 through August 31, 2026, for the reciprocal sharing of highway maintenance services, materials, machinery, and equipment; and

WHEREAS, the Lewis County Highway Department and NYSDOT wish to extend the term of the Shared Services Agreement for an additional one-year period, from September 1, 2026 through August 31, 2027, being the first of three extensions, in accordance with the extension provisions of §13 of the Shared Services Agreement; and

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

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators hereby approves an extension of the Shared Services Agreement (Comptroller's Contract No. C040856) with NYSDOT for a one-year period retroactively effective from September 1, 2026 through August 31, 2027, for reciprocal highway maintenance services, materials, machinery, and equipment valued at \$128,000.00 in the aggregate, with each party contributing services, materials, machinery, and equipment valued at \$64,000.00.

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 extension 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

**CONFIRMING THE TYPE I CLASSIFICATION OF, AND ISSUING A NEGATIVE
DECLARATION FOR, THE BAILEY ROAD OVER INDEPENDENCE RIVER BRIDGE
REPLACEMENT PROJECT UNDER THE STATE ENVIRONMENTAL QUALITY
REVIEW ACT (SEQRA)**

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

WHEREAS, the County of Lewis, by and through its Highway Department, is pursuing the Bailey Road over Independence River Bridge Replacement Project, BIN 2220750, identified as project number 7754.10, located in the Town of Watson, Lewis County, New York, consisting of replacement of the existing bridge and associated approach work (the "Project"); and

WHEREAS, the New York State Environmental Quality Review Act (SEQRA) and its implementing regulations at 6 NYCRR Part 617 require the Board of Legislators, before taking action on the Project, to review the Project's potential environmental impacts and to determine whether the Project may have a significant adverse impact on the environment; and

WHEREAS, by Resolution No. 24-2025, adopted February 4, 2025, the Board of Legislators authorized the County of Lewis to serve as Lead Agency for the Project and directed that a Notice of Intent to Establish Lead Agency, Part 1 of the Full Environmental Assessment Form (FEAF), and supporting project information be circulated to the interested and involved agencies for coordinated review pursuant to 6 NYCRR 617.6(b); and

WHEREAS, following that coordinated review, the Town of Watson, the Adirondack Park Agency, and the New York State Department of Transportation consented or raised no objection to the County of Lewis serving as Lead Agency, and the coordinated review period expired without objection by any involved agency, such that the County of Lewis is the established Lead Agency for the Project; and

WHEREAS, Part 1 of the FEAF was completed by the Project sponsor and the County of Lewis, as Lead Agency, has caused Parts 2 and 3 of the FEAF, together with the FEAF Part 3 Supporting Information, to be prepared; and

WHEREAS, the Board of Legislators has reviewed the completed FEAF Parts 1, 2, and 3, the FEAF Part 3 Supporting Information, and the agency correspondence, and has considered the criteria set forth in 6 NYCRR 617.7(c) to identify and evaluate the relevant areas of environmental concern;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board of Legislators confirms that the County of Lewis is the established Lead Agency for the Project, having been designated Lead Agency pursuant to Resolution No. 24-2025 and the completed coordinated review under 6 NYCRR 617.6, and confirms the classification of the Project as a Type I Action under 6 NYCRR Part 617.

Section 2. The Board of Legislators, having reviewed the FEAF Parts 1, 2, and 3 and the FEAF Part 3 Supporting Information, and having considered the criteria in 6 NYCRR 617.7(c) and the magnitude and importance of each relevant area of environmental concern, hereby adopts the findings and reasoned elaboration set forth in FEAF Part 3 and the FEAF Part 3 Supporting Information as the basis for its determination of significance, and determines that the Project will not result in any significant adverse environmental impact. Accordingly, the Board of Legislators issues a Negative Declaration and determines that a Draft Environmental Impact Statement is not required.

Section 3. The Chair or Vice-Chair of the Board of Legislators, or the County Manager, is hereby authorized and directed to execute and date the Determination of Significance on FEAF Part 3 documenting issuance of the Negative Declaration, and to execute and deliver such further documents and certifications as may be necessary to complete the SEQRA review, in such form as may be approved by the County Attorney.

Section 4. The Chair or Vice-Chair of the Board of Legislators, the Highway Superintendent, and their designees are hereby authorized and directed to file, distribute, and publish the Negative Declaration in accordance with 6 NYCRR 617.7 and 617.12, including transmitting notice of the Type I Negative Declaration to the chief executive officer of the Town of Watson, to the other involved agencies, and to the New York State Department of Environmental Conservation for publication in the Environmental Notice Bulletin, and the County shall maintain the complete SEQRA record and make it available for public review.

Section 5. Certified copies of this resolution shall be forwarded to the Town of Watson, the Adirondack Park Agency, the New York State Department of Transportation, the New York State Department of Environmental Conservation, and the Highway Department.

Section 6. 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

**ADOPTING AND OTHERWISE TREATING
LOCAL LAW NO. 7 – 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 September 1, 2026, directing that a public hearing be held by said Board on October 6, 2026, at 5:00 p.m. in the Second Floor Board Room at the Lewis County Courthouse, 7660 North State Street, Lowville, New York 13367, to hear all interested parties on a proposed Local Law entitled “THE 2026 AMENDED LOCAL LAW REGULATING AND PERMITTING SPECIAL EVENTS ON COUNTY ROADS, TRAILS OR OTHER COUNTY PROPERTY AND ON ANY TOWN ROADS AND PROPERTY WHERE THE TOWN HAS OPTED IN”; and

WHEREAS, notice of said public hearing was duly advertised in the *Watertown Daily Times*, the official newspaper designated by the County, on October 15, 2026, 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, the public hearing was duly held at such location and 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. 7 – 2026), County of Lewis, being “THE 2026 AMENDED LOCAL LAW REGULATING AND PERMITTING SPECIAL EVENTS ON COUNTY ROADS, TRAILS OR OTHER COUNTY PROPERTY AND ON ANY TOWN ROADS AND PROPERTY WHERE THE TOWN HAS OPTED IN”, be and the same hereby is designated as Local Law No. 7–2026, County of Lewis.

Section 2. Local Law No. 7–2026, 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.

Moved by Legislator __, seconded by Legislator __, and adopted on the 3rd day of November, 2026, pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

DRAFT