

Seneca County Board of Supervisors

Regular Meeting

August 14, 2012

6:00 p.m.

Call to Order

Chairman Hayssen called the meeting to order at 6:05 p.m.

Roll Call of Members by the Clerk

All members of the Board answered roll call.

Pledge of Allegiance and Moment of Silence

Public Hearings

Proposed Local Law C of 2012, "A Local Law to Provide Safe, Stable Housing for Recipients of Public Assistance in Seneca County". Mr. Prouty, Supervisor, Town of Ovid, read a letter from David Terry, Mayor, Village of Ovid, urging the passage of the proposed local law, stating "People who provide housing or others should pay all taxes on that property and provide a safe place to live, especially if they want to do it with tax money."

Presentations

a. Steve Wadhams spoke regarding the proposal by NYS Thruway to increase toll rates for commercial trucks. He expressed the concern that there are tough times financially for upstate truckers and that this added increase will be about one half million dollars out of the already burdened upstate businesses.

b. Michael P. Nolan, Executive Vice-President, Batavia Downs Casino, along with William R. White, Vice-President – Administration of Western Regional OTB/Batavia Downs Casino and Richard Ricci, Director, Seneca County OTB, spoke to the Board regarding gaming.

Petitioners

a. Colleen Spellacy, Chairperson, Willard Cemetery Memorial Project – spoke to the Board requesting a resolution in support of NYS Bills S6805/A 10636, to obtain the names of the 5,776 parties who are buried in unmarked graves at Willard.

b. Kyle Collingsworth and Ralph Walborn, Romulus Town Board Members spoke to the Board about the property at 5632 Route 96 in the Town of Romulus. There is rat infestation and the town would like to have the building torn down.

Submission of Claims for Audit

Mr. Prouty, Chairperson, made a motion, seconded by Mr. Davidson, and carried that the following vouchers have gone through the proper auditing process, be approved for payment.

Supervisors vouchers # 1612 - 1849 totaling \$ 247,540.51

Workforce Development vouchers	# 150 - 197	totaling	\$ 33,072.35
OFA vouchers	# 415 - 468	totaling	\$ 54,190.13
Self Insurance vouchers	# 38 - 50	totaling	\$ 51,931.58
County Airport vouchers	# 69 - 83	totaling	\$ 19,761.04
Sheriff	# 374 - 423	totaling	\$ 102,246.92
Highway Transportation vouchers			
Maintenance & State Snow	# 151 - 174	totaling	\$ 513,957.81
Highway Machinery	# 230 - 266	totaling	\$ 45,090.53
	Highway Total		\$ 559,048.34
Water & Sewer	# 158 - 185	totaling	\$ 42,754.58
Airport Capital voucher	# 12 & 13	totaling	\$ 24,735.69
Courthouse Capital voucher	# 3	totaling	\$ 11,610.00
Financial Software Capital vouchers	# 3	totaling	\$ 93,508.34
Veteran Cemetery vouchers	# 24 - 26	totaling	\$ 2,035.46

Approval of Meeting Minutes

The minutes were approved as written for the June 12, 2012 board meeting, the July 10, 2012 board meeting, and the July 24, 2012 special board meeting.

Reports of Standing Committees

Planning, Development, Agriculture & Tourism Committee - Mrs. Amidon, Chairwoman. The Committee met with a representative from Seneca Housing, Inc., who is seeking support from the County for a grant application they are submitting for HOMES County Wide Rental Rehabilitation Program. Mary McDonald, Executive Director of Seneca Housing was recognized by Mrs. Amidon. She said the HOMES program has eligibility requirements. The landlord has to match 25% of the funding. Property taxes have to be paid up-to-date. Tenant has to be income eligible. Landlord has to continue to rent to income eligible tenants or money has to be paid back. The Committee approved referral to the board for a resolution (1) supporting the Seneca Housing, Inc. grant application for HOMES county-wide rehabilitation program; (2) a resolution authorizing a contract with Alta Planning and Design for \$41,575.00 for consult services for the Cayuga Lake Blueway Trail Plan and authorization for the Chairman to sign the contract. Seneca County was awarded a \$45,000.00 grant from the Department of State for the development of a Blueway Trail Plan for Cayuga Lake, to be done in conjunction with Tompkins County and Cayuga County. There is no cash match. The in-kind match will be the time from staff of the planning department in Seneca, Tompkins and Cayuga Counties. There will be no

expenditure of funds until the contract is approved by the County Attorney and executed by the Chairman of the Board of Supervisors; (3) a resolution authorizing the acceptance of additional state funding that may be available to support Phase Two improvements at the cemetery. Any new funding would be matched by ongoing private fundraising and in-kind services; (4) a resolution authorizing the revised lease agreement with the Friends of the Three Bears and for the Chairman to sign said lease agreement. The lease needs to be amended because language cites the County Engineer and this position were abolished by the Board. Mr. Rowe suggested the responsibility outlined in the lease that was the County Engineer could be shifted to the County Manager or designee. The lease is for the Mama and Papa Bear only. Part of the lease states the County pays for utilities the first five years. After that, The Friends take over. This will be in 2014.

Mental Health Services Committee - Mrs. Amidon, Chairwoman. The Committee voted in favor or and recommended referral to the Board of Supervisors the appointment of Suzanne Sinclair, Seneca Falls, NY to the Seneca County Community Services Board.

Scott LaVigne, Director of Seneca County Community Counseling Services and the Seneca County Mental Health Department met with the Committee. Mr. LaVigne stated that he has implemented a process of tracking license and credential registration renewals of department staff that is germane to their position. This system is maintained by both the Mental Health Department and the Personnel Department (redundancy) in order to ensure staff is properly credentialed / licensed at all times (without gaps).

Mr. LaVigne also talked about updated sliding fee scales. The Mental Health Department has undergone an extensive review of their sliding fee scales within their Mental Health and Substance Abuse Clinics. These fee-scales are now based on the Federal Poverty standard, and take into account the unique service utilization patterns of the two clinics, and will be updated yearly to ensure they are reflective of the most recent federal poverty standards.

Mr. LaVigne also talked about above-budget costs associated with the placement of county residents in NYS Office of Mental Health State Hospital Forensic Units. There has been a significant increase in the bed-days associated with long term CPL 730 Mental Hygiene Commitments of Seneca County residents into NYS Office of Mental Health State-Hospital Forensic Units. These commitment bed-days, for which the county (through the Mental Health Department's budget) is obligated to cover 50% of the daily bed-rates (a net county cost of between \$472 - \$516/day per-bed) , have already exceeded the 2012 Mental Health Department's budgeted amounts for these services. In order to update the Board of Supervisors on the status of these commitments, and to ensure that the affected citizens' HIPAA and other state and federal confidentiality rights are protected, the committee is requested to meet in executive session to discuss these placements in terms of future financial liability to the county and

efforts undertaken already to obtain financial relief from these obligations. The Committee convened in executive session between 9:40 p.m. - 10:00 p.m.

Human Services Committee - Mr. Davidson, Chairman. The Committee voted in favor of and referral to the full Board for a resolution, (1) to hold two Annual Public Hearings for the Office for the Aging on September 25, 2012 in Ovid and September 27, 2012 in Waterloo. We are required to hold these hearings to receive input on programs and services for the upcoming year. They are to be advertised by Clerk of the Board of Supervisors at least 30 days prior to the hearings; (2) a resolution to approve the 2012 Resource Allocation Plan for State Aid Funding for Youth Programs and authorize the Chairman of the Board to sign the Resource Allocation Plan documents for 2012; (3) the Committee approved refilling three positions in Human Services: Account Clerk/Typist position in Support Collection Unit, Account Clerk position in Workforce Development, and a Typist position in Human Services.

Public Safety Committee - Mr. Reynolds, Chairman. The Committee recommended that the following issues be referred to the Board of Supervisors for a resolution: (1) to submit an application to New York State Office of Indigent Legal Services for a three year distribution of funds from the Indigent Legal Services Fund (ILSF). The Office of Indigent Legal Services will transition future ILSF payments for indigent defense from an allocation based on net local expenditures to a performance-based grant program supported in part by new revenues; (2) authorizing the Chairman of the Board to sign any and all documents as required by the New York State Emergency Management Office for Seneca County to receive the funding of from the Local Emergency Management Performance Grant FFY 2011. This grant is used to offset operational costs within the Office of Emergency Services. The County has participated in this program for over 20 years. This grant is for FFY 2011 (Oct 2010 – Sept 2011). The County may receive \$17,000.00. SEMO requires the signature of the Chairman of the Board for Seneca County to participate in the grant program and to receive the funding; (3) declaring the 1992 GMC Step Van surplus property (a.k.a. the HazMat response vehicle).

Public Health Services Committee - Mr. Churchill, Vice-Chairman. The Committee recommended that the vacant position of Public Health Nurse be refilled. Public Health Director Vickie Swinehart said that this position is one third of her nursing staff. The majority of the salary for this position is reimbursable.

Environmental Affairs Committee - Mr. Churchill, Chairman. The Committee discussed a request from the Planning Board for the Town of Romulus, for a template from the county to draft a resolution placing a moratorium on gas drilling. The Seneca County Board of Supervisors has not adopted a resolution to establish a moratorium on drilling so there isn't a template or draft copy to share

with Romulus Planning Board. The Town of Ovid currently has a proposed local law placing a moratorium on drilling.

Mr. Kaiser noted that the Town of Avon passed a local law banning gas drilling and now a gas drilling company is suing the town because the local law contradicts state law; however, local governments can create local laws relating to the roads in the municipality.

Mr. Churchill stated that he would contact a husband & wife team that give talks on municipalities and gas drilling. He went to their presentation and felt it was very informative and non-biased.

Personnel Committee - Mrs. Garlic Lorenzetti, Chairwoman. The Committee approved for referral to the Board of Supervisors for a resolution (1) authorizing a 3-year contract at \$3,500 per month with Roemer, Wallens, Gold & Mineaux for comprehensive negotiating services for the CSEA, SCSEA and PBA; consultations and advice regarding various labor laws and situations; management and supervisory training; periodic printed reports; and reduced hourly rates for representation at PERB hearings and litigation; and a resolution authorizing an increase up to the market rate of five individuals identified by the Personnel office. Beginning in 2007, management employees that had completed five years in their current grade and step were moved to the market rate as provided in the management salary schedule.

Public Works Committee - Mr. Kaiser, Chairman. The following issues were reviewed by the Committee and referred to the Board of Supervisors for a resolution: (1) authorizing the solicitation bids for the roof on the County Health Building which needs replacement; (2) authorizing the acceptance of the New York State Department of Labor grant award of \$6,359 to the Seneca County Highway Department as part of its Occupational Safety and Health Hazard Abatement Board Grant program. The purpose of this grant is to fund OSHA Safety training programs for County, Town, and Village Highway Department personnel. These funds will cover 100% of the training workshop costs, and no local matching funds will be used; (3) to award a bid for the purchase of two roadside tractors with mowing attachments to Empire Tractor of Waterloo not to exceed \$114,702.00; (4) appointing Ms. Kowalski to the Seneca County Water District No. 1 Advisory Committee.

The Public Works Committee met with Popli Design Group to review the recommended schematic design, project cost commitments and schedule for the Courthouse project.

The Committee also directed the County Manager to continue moving forward with the emergency repair of the elevator, including the purchase of additional services from Kistler in the amount of \$6,000, that were not part of the original quote for the project. Completion of the elevator repairs should take three weeks from the time it starts up again. Then the building security will begin. Another issue reviewed by the Committee is the design services necessary to complete Colonel's Row Sewer

Improvements in Seneca County Sewer District No. 2. The County Manager was directed to contact MRB for additional design services at no cost before construction activities continue on the Colonel's Row project.

Several issues were laid on the table for a special meeting of the Public Works Committee. The issues are: (1) Equipment Needs & Purchases for County Highway and the Water & Sewer Districts; (2) Water & Sewer Districts – Fiscal Conditions; (3) Reassign duties of County Engineer.

Under Unfinished Business, the issue was discussed regarding the proposed Burgess Road crossing by heavy equipment and the authority of the County Highway Superintendent to approve such application for a permit creating the crossing. It was suggested that the County Highway Superintendent would need to base his decision with respect to any such application after consulting with the Board of Supervisors and hearing its recommendations. The motion was defeated.

Government Operations Committee - Mr. Westfall, Chairman. The Committee recommended the following issue for referral to the Board of Supervisors for a resolution (1) to amend the Rules of Order to hold the October 9 board meeting in the Papa Bear Courthouse in Ovid, NY; (2) for a resolution adopting the revisions to the Employee Recognition Program Policy; (3) a resolution authorizing revisions to the Seneca County Purchasing Policy.

Finance, Assessment & Insurance Committee - Mr. Prouty, Chairman. The Committee approved refilling vacant positions for a Public Health Nurse, Account Clerk/Typist position in Support Collection Unit; Account Clerk position in Workforce Development; Typist position in the Department of Human Services. The Committee also approved funding Pathway Home for \$5,000 in the 2013, and referred the issue to the Board of Supervisors. Pathway Home, located at 1350 Marshall Road, Waterloo (Fayette) will be a two-bedroom home for the terminally ill, who have been medically determined to be in the last three months of life and who have chosen palliative care instead of curative treatment. The goal is to raise \$300,000 to renovate the building and cover the first year's operating expenses. Concern was expressed that we are approving funding for a service that hasn't been established yet. The County Attorney said the contract can use language stating the money will have to be paid back if the services never come to fruition.

Chairman's Remarks

Chairman Hayssen reported that County Manager Rowe is working very hard on the Water and Sewer problems; that Mr. Shipley and County Manager Rowe will be going to meeting with Department of Transportation in Albany tomorrow to discuss the move from Region 3 – Syracuse to Region 4 - Rochester.

County Manager's Remarks

The County Manager reported that: (1) the Annual Employee Picnic is scheduled for August 16; (2) the Employee Award for the 2nd Quarter 2012 is awarded to Bob Stuck, Senior Building Maintainer and he would be presented with the award at the September 11 Board Meeting; (3) the budget preparation is progressing and the department heads are submitting their budget requests.

County Attorney's Remarks

The County Attorney reported that David Morabito, Jr. began working in his new position as Assistant County Attorney. He resides in Seneca Falls, NY.

Communications

99a. From Seneca County IDA, a Notice Letter of a Public Hearing regarding Mr. Bult's, Inc. – Proposed Straight Lease Transaction, scheduled for Monday, August 27, 2012 at 10:00 a.m. at the Seneca Falls Town Hall Board Room, Seneca Falls.

100. From Genesee / Finger Lakes Regional Planning Council, a copy of its June 14, 2012 meeting minutes.

101. A copy of the Seneca County Planning Board July 12, 2012 meeting minutes.

102. A copy of the Seneca County IDA June 7, 2012 meeting minutes.

103. From Genesee / Finger Lakes Regional Planning Council, summary of Major Accomplishments and Recent Programs, Projects, and Services Provided to Member Counties and Seneca County.

104. From the Town of Ovid, Notice of (2) Public Hearings on August 8, 2012. One on Proposed Local Law No. BB of the Year 2012, "A Local Law enacting an eighteen-month Moratorium on the new Construction / Establishment of Kennels and/or Pet Breeders in the Town of Ovid"; and the other one on Proposed Local Law AA of 2012, "A Local Law enacting a moratorium on natural gas and/or petroleum exploration activities, natural gas, and/or petroleum extractions activities, and/or natural gas and/or petroleum.

105. From Genesee / Finger Lakes Regional Planning Council, a copy of its Preliminary Budget for the 2013 Calendar Year; and notice that county members' contribution is due January, 2013. Referred to the Finance, Assessment & Insurance.

106. From Finger Lakes Health Systems Agency, a request for inclusion in Seneca County's 2013 Budget for \$8,336. Referred to the Finance, Assessment & Insurance Committee.

Resolutions and Motions

Mr. Shipley moved the Suspension of the Rules to introduce the following resolution.

A motion was made by Mr. Shipley, second by Mr. Lafler, and carried unanimously to consider the following resolution for Board action without reference to the oversight committee.

OPPOSING PROPOSED TOLL INCREASE FOR

COMMERCIAL VEHICLES BY NEW YORK STATE THRUWAY AUTHORITY

RESOLUTION NO. 163-12, moved by Mr. Shipley, seconded by Mr. Davidson and adopted.

WHEREAS, the New York State Thruway Authority has proposed a 45% toll increase for commercial vehicles; and

WHEREAS, state business leaders and the New York Farm Bureau have warned that the toll hike could severely harm the already struggling upstate business climate and add to the state's reputation as hostile to business; and

WHEREAS, this toll increase would result in increased transportation costs that would be passed on to consumers in substantial retail product cost increases; and

WHEREAS, the Thruway Authority should reduce costs that are not covered by tolls before pushing a new round of toll hikes onto New York business owners; and expense savings measures must be fully enacted prior to increasing revenues through toll hikes; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors is opposed to a 45% toll increase for commercial vehicles as proposed by the New York State Thruway Authority; and be it further

RESOLVED, that the Clerk of the Seneca County Board of Supervisors, is hereby directed to send copies of this resolution to Governor Andrew Cuomo, Chairman Howard Milstein of the New York State Thruway Authority, Senator Michael Nozzolio, and Assemblyman Brian Kolb.

A motion was made by Mr. Prouty, second by Mr. Kaiser to bring forth the following resolution for action by the Board of Supervisors.

A motion was made by Mr. Prouty, second by Mr. Reynolds and carried to amend the following resolution by inserting the text, "for fiscal year 2013" in the first Resolved Clause.

BOARD OF SUPERVISORS CONTRACTS WITH PATHWAY HOME

RESOLUTION NO. 164-12, moved by Mr. Prouty, seconded by Mr. Kaiser and adopted.

WHEREAS, the Board of Supervisors is concerned with the availability of convenient hospice care for County residents; and

WHEREAS, Pathway Home is a not-for-profit organization which will be providing hospice services to persons in central New York; and

WHEREAS, it is the desire of the Board of Supervisors to contract with Pathway Home to provide hospice services to persons in Seneca County; and

WHEREAS, this resolution has been reviewed and approved by the Finance Committee; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized and directed to enter into a contract for fiscal year 2013, on behalf of the County, for the services of Pathway Home, of P.O.

Box 516, Seneca Falls, New York 13148, consideration for which contract shall be payment by the Treasurer of the sum of \$5,000.00; and it is further

RESOLVED, that the Treasurer is authorized to pay such sums to Pathway Home on behalf of the County.

**SUPERVISORS AMEND RULES OF THE BOARD TO HOLD
OCTOBER BOARD MEETING IN OVID**

RESOLUTION NO. 165-12, moved by Mr. Westfall, seconded by Mr. Davidson and adopted.

WHEREAS, traditionally the Seneca County Board of Supervisors meets annually for a board meeting in the former County Seat of Ovid, NY; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby amend its Rules of Order to hold its board meeting on October 9, 2012 at 6:00 p.m. at the former county courthouse, known as Papa Bear, in Ovid, New York.

**STANDARD WORKDAY AND REPORTING RESOLUTION
FOR ELECTED AND APPOINTED OFFICIALS FOR RETIREMENT PURPOSES**

RESOLUTION NO. 166-12, moved by Mr. Westfall, seconded by Mrs. Amidon and adopted.

RESOLVED, that the Board of Supervisors of the County of Seneca / Location Code 10045 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the Clerk of the Board:

Position	Name	Standard Work Day	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (Based On Record of Activities)
Airport Manager	vonHahmann, Milton	7.5	01-03-00 / 12-31-13	Y	NA
Board Supervisor	Earle, Donald	6	01-01-12 / 12-31-15	N	
Board Supervisor	Reynolds, Michael G	6	01-01-12 / 12-31-13	N	3.26
Board Supervisor	Shipley, Robert	6	01-01-12 / 12-31-13	N	5.92
Board of Supervisors, Clerk	Li, Margaret E	7.5	01-01-12 / 12-31-13	Y	NA
County Attorney	Fisher, Frank R	7.5	01-01-12 / 12-31-13	Y	NA
County Attorney, Assistant	Morabito, David R., Jr.	7.5	07-30-12 / 12-31-13	Y	NA

County Attorney, Confidential Secretary	Ilacqua, Teresa	7.5	05-21-12 / 12-31-13	Y	NA
County Manager	Rowe, C. Mitchell	7.5	01-01-12 / 12-31-15	Y	NA
County Manager, Confidential Secretary	Carr, Barbara	7.5	01-01-12 / 12-31-15	Y	NA
District Attorney, Assistant	Tryon, Lora J	7.5	06-04-12 / 12-31-13	Y	NA
Emergency Services, Director	McCann, Charles F	7.5	01-01-12 / 12-31-13	Y	NA
Highway Superintendent	Gates, Roy	7.5	02-16-12 / 02-15-16	Y	NA
Information Technology, Director	Ryrko, Dieter W	7.5	07-09-07 / 12-31-13	Y	NA
Jail Physician (PT)	Kooi, Pang L	8	03-02-09 / 12-31-13	Y	NA
Mental Health, Director	LaVigne, Scott S	7.5	09-24-07 / 12-31-13	Y	NA
Personnel Officer	Corona, Kathy	7.5	03-03-12 / 03-02-18	Y	NA
Planning & Community Development, Director	Bordeau, Wilfred	7.5	02-28-12 / 12-31-13	Y	NA
Public Defender (PT)	Mirras, Michael J	7.5	01-01-12 / 12-31-13	Y	NA
Public Defender (PT), Assistant	Conlon, Matthew D	7.5	01-01-12 / 12-31-13	Y	NA
Public Defender (PT), Assistant	Nabinger, John J	7.5	01-01-12 / 12-31-13	Y	NA
Public Defender (PT), Assistant	Ricci, Stephen R	7.5	01-01-12 / 12-31-13	Y	NA
Risk Manager	Pellicano, Greg L	7.5	12-21-09 / 12-31-13	Y	NA
Tax Map Technician (PT)	Karlsen, Michael D	7.5	01-04-89 / 12-31-13	Y	NA

*NA – Not Applicable

SUPERVISORS REVISE POLICY NO. 105.101 “EMPLOYEE RECOGNITION PROGRAM”

FOR COUNTY EMPLOYEES EFFECTIVE IMMEDIATELY

RESOLUTION NO. 167-12, moved by Mr. Westfall, seconded by Mrs. Amidon and adopted.

RESOLVED, the Seneca County Board of Supervisors approves changes to the Seneca County Policy Manual, 105.101 to read as follows:

PURPOSE:

The Employee Recognition Program was created to recognize excellence in the areas of quality service, process improvement, teamwork, and to acknowledge long standing commitment to Seneca County.

GUIDELINES:

A full-time or part-time employee working for Seneca County can be nominated by way of their department head submitting an Employee of the Quarter Nomination Form quarterly. Management employees can be nominated in the fourth quarter of each year. Department Heads shall cast their votes to determine the winner of the award.

An individual can win the award once in any calendar year. Recipients will receive the following recognition: a designated parking space for the quarter, a certificate signed by the Chairman of the Board and County Manager and have their name and photo placed on a plaque which will be located in the two most visible entrances of the County Office Building. In addition, each recipient will receive a \$40.00 award via claim voucher.

There will be four recipients each year and from these four, one will be chosen as Employee of the Year. The plaque will encompass the Employee of the Year and photo as well. The recipient will receive a \$100.00 award via claim voucher and a designated parking place for the year.

CRITERIA:

1. Exhibits commitment to service and to serving the Seneca County Community or Organization
2. Sustained high level of productivity and consistent quality of work
3. Demonstrates high degree of initiative in the performance of responsibilities
4. Maintains, demonstrates and exhibits effective relationships with others

If someone you know portrays these kinds of qualities or has done something above and beyond normal duties, contact their Department Head or the Personnel Office to nominate them for the Employee of the Quarter / Year.

NOMINATION FORM

SENECA COUNTY

EMPLOYEE REWARD AND RECOGNITION PROGRAM

99. NOMINEES: Please Print

NAME:

DEPARTMENT:

2. REASON(S) FOR NOMINATION: (For additional space use other side)

3. NOMINATOR(S):

NAME: _____

DEPARTMENT: _____

DATE: _____

****Please return form to the Personnel Office****

SUPERVISORS REVISE POLICY NO. 202.100 "PURCHASING POLICY"

EFFECTIVE IMMEDIATELY

RESOLUTION NO. 168-12, moved by Mr. Westfall, seconded by Mr. Earle and adopted.

RESOLVED, the Seneca County Board of Supervisors approves changes to Seneca County Policy 202.100 "Purchasing Policy" to read as follows:

AMENDED 2009, 2011, 2012

AMENDED POLICY AS PER RESOLUTION #28-09 (1/27/09)

AMENDED PER RESOLUTION #164-11 (7/26/11)

PURPOSE: This policy is established by the Seneca County board of Supervisors to establish a standard purchasing and procurement program for all County Departments. This policy is created to insure that all county departments enforce the policies established by the Seneca County Board of Supervisors with regard to expenditure of public funds. It is the policy of Seneca County to maximize the purchasing power of the County and to be in compliance with other State and Federal requirements associated with procurement and purchasing.

Any employee who violates the terms of this policy shall be personally responsible for the cost of the equipment if return to the vendor is not possible. The provisions of the county indemnification policy shall not extend to employees who fail to abide by this purchasing policy.

This policy shall be effective as of this date: 8/14/2012. This policy supersedes any previously approved policies that are inconsistent with the amendments as set forth by this policy.

I. CONTROLS

A. The Purchasing Director appointed by the Seneca County Board of Supervisors is the Seneca County Manager, or in the absence or disability of the County Manager, such County Officer as the Board of Supervisors may designate by duly enacted resolution of the Board. The

Purchasing Director's role is to develop and administer the purchasing program of the County.

- B. All purchasing procedures will comply with the applicable laws and regulations of the State of New York and the County of Seneca.
- C. The Department Heads in conjunction with the Purchasing Director will procure all supplies and equipment as needed at the best possible prices in the best possible time frame and maintain adequate records to document the purchase.
- D. Purchasing contracts for materials, equipment and supplies involving an estimated annual expenditure of more than \$9,999 require public advertising, written quotations, and award by resolution of the Seneca County Board of Supervisors.
- E. Opportunity will be provided to all responsible suppliers to do business with Seneca County. The Purchasing Director will be responsible to develop and maintain a list of potential bidders for various types of materials, equipment and supplies.
- F. Where formal bidding procedures are not required by law and/or resolution of the Board of Supervisors, quotations will be solicited in a manner prescribed in this policy.
- G. Purchases will be made through available state contracts of the Office of General Services, Division of Purchasing, or under County contract pursuant to Section 408-a of the County Law, whenever such purchases are in the best interest of the County or through BOCES contracts, whenever practical and in the best interest of Seneca County.
- H. Wherever deemed feasible by the Department Head, purchases from Seneca County vendors will be made whenever possible. Seneca County vendors will be given consideration when their price meets or is within 10 percent of other bids and state contract prices, or the service provided in conjunction with the purchase merits buying the item locally (i.e. service is more expedient or less expensive).
- I. County departments will strive to purchase materials, equipment and supplies from uniform vendors when consistent with the operational goal in the interest of efficiency or economy.
- J. No official or employee of Seneca County can be interested financially in any contract entered into by the County. This also precludes acceptance of gratuities, financial or otherwise by the above stated persons from any supplier of materials or services to the County.
- K. The County of Seneca will not be deemed responsible for commitments made circumventing these procedures.

- L. The Purchasing Department and Department Head will attempt to issue Purchase Orders only after first determining that the unencumbered balances of budgetary appropriations are adequate to cover such obligations.
- M. While it is primarily the responsibility of the Departments to obtain items to be purchased, the County Purchasing Department will – from time to time – purchase items in quantity. This will include similar items that are being purchased by several departments such as computers, furniture and fixtures and office equipment. The Purchasing Department will notify departments when this process is being utilized.

II. GENERAL GUIDELINES AND AUTHORITY TO PURCHASE.

A. Planning: Anticipate your needs.

Having established what you need and within the limitations of your budget, requisition these needs as far in advance as possible. The Purchasing Department has the authority to question the information provided in the requisition, including quantity and the required delivery date whenever necessary. The Purchasing Director has final approval of all requisitions about \$500. The individual departments will provide, where feasible, adequate catalogs, references, and descriptions of items needed so that the Purchasing Director may be able to procure the desired commodity and/or services.

B. Authority to Purchase Goods and Services:

The following guidelines were adopted in recognition of the General Municipal Law, Section 103:

1. Expenditures of less than \$500 require the Department Head approval.
2. Expenditures from \$501 to \$9,999 require 3 documented written quotes and the approval of the County Manager.
3. Expenditures from \$10,000 to \$19,999 require public advertising, written quotations and Board approval.
4. All goods and service purchases exceeding \$20,000 or public works contracts exceeding \$35,000 require competitive bidding as detailed below.

C. Competitive Bidding

General Municipal Law, Section 103 requires purchase contracts exceeding \$20,000 and public works contracts exceeding \$35,000 be awarded to the lowest responsible bidder after public advertising requesting submission of sealed bids. (FAXED BIDS WILL NOT BE ACCEPTED). Seneca County will bid those items of like or similar nature where it is reasonably anticipated that the aggregate (total) amount of such items will exceed \$20,000 in a fiscal year. This process will be by sealed bids. An exception will be for Public Works projects.

1. All Public Works contracts and projects exceeding \$35,000 shall be awarded to the lowest responsible bidder and will follow prevailing wage laws. The term “Public Works Contract” applies to those items or projects involving labor or both materials and labor.
2. Bid specifications shall be prepared by the Department Head in conjunction with the Purchasing Director. Detailed specifications, when required, will be approved by the County Manager. All bids will include a standard bid tabulation form to be completed by each vendor.
3. The Department Head will arrange for the Clerk of the Board to have a legal notice printed in the official newspapers of the County and will also establish a date and time for the opening and reading of the sealed bids.
4. The bids will be opened by the Department Head or his/her designee and the County Manager or his/her designee. All interested parties may attend the bid opening. If no spectators are present, two (2) or more County officials and/or County employees shall witness the bid opening. Any bids arriving after the time designated shall not be considered and will be returned unopened. Telephone and facsimile transmitted bids are not accepted on formal bids.
5. A record must be made of all bids. The bids are then turned over to the Department Head for review to ensure the bidders have complied with the bid specifications, to make a cost analysis and a determination regarding bid award (generally made to the lowest responsible bidder). If the low bidder does not meet specifications or, for some other reason does not meet the necessary standards or requirements to be given the award, the next qualified low bidder would be given the award.

When there is a discrepancy or a question as to whether bid specifications are met, the Department Head must contact the County Attorney prior to contacting the bidder. The Department Head shall have the County Attorney’s approval prior to recommending award to another bidder if other than the low bidder.

COST	BID REQUIREMENT	CHAIN OF APPROVAL
\$0 to \$500	None	Dept. Head Approval
\$501 to \$9,999	Written Quotes/Documented	County Manager Approval
\$10,000 to \$19,999	Public Advertising; written quotations	Co. Manager; Dept. Cmte, County Board Approval
Over \$20,000 for goods and services or Public Works Projects \$35,000 or more	Competitive	Co. Manager; Dept. Cmte, County Board Approval

*Public Works Projects \$35,000

Verbal Quotations: A telephone log or other record displaying: date, time, price quoted, name of vendor. An emailed quotation may be included.

Written Quotations: Vendors should provide at a minimum: date, description of item or details of service to be provided, price quote, name and title of contract.

Formal Documented Quote: Department Heads, in conjunction with the Purchasing Director, will request formal proposals from more than three vendors, unless the goods or services can be purchased under State Contracts or from the List of Preferred Source Offerings.

All equipment that is listed in the current year's adopted budget anticipated to cost less than \$10,000 can be purchased without Board resolution. The Purchasing Department and/or Department Heads are not authorized to purchase any substitutions or any variations to the listed equipment. The County Manager does have the authority to increase the expenditure up to 25% if the approved item comes in over the estimate and funds are available within the line item. If a modification or substitution is requested, the appropriate oversight committee and Finance Committee must authorize it for full Board approval. Prior to the Board resolution, three formal written quotations are required along with a letter of justification. This support information must have the County Manager's approval and support prior to submission to the oversight committee.

The County Manager does have the authority to authorize replacement of equipment and furniture valued at \$1,000 or less that, due to unexpected circumstances, require replacement and funds have not been budgeted in the current year's adopted budget.

Personal purchases for employees by the Purchasing Department are prohibited. County employees are also prohibited from using the County's name or the employee's position to obtain special consideration in personal purchases.

D. Insufficient Appropriations:

In the event that an appropriation balance is insufficient, the Purchasing Director will reject and return the purchase requisition to the department. To request an increase in funds, the Department Heads should proceed as follows:

1. The request for transfer or increase in appropriations should be in writing and forwarded to the County Manager.
 - a. The County Manager can authorize transfer requests that are \$1,000 or less from any given line item to another line item.
 - b. All other transfers will require Board resolution.
2. All requests for transfer must include a justification of need as well as an analysis of the impact on the line item from which the transfer is being requested.
3. An explanation as to why the purchase is necessary must be included in the request.
4. The dollar amount requested must be indicated.

After accumulation of all related data, the County Manager will consider the request. Upon approval, the department will resubmit the purchase requisition with proof of transfer approval. A copy of the County Manager's transfer authorization will be filed with the County Treasurer.

III. DEPARTMENT LEVEL PURCHASE REQUISITION:

A. Purpose: Provides a means of initiating the Purchase Requisition process for goods and services. Provides a formal record, within the Department, that such goods and/or services have been requisitioned. Provides the Purchasing Department with the proper authority to prepare a purchase order.

B. Frequency: Prepared whenever goods and services are required.

C. Preparation: The requisitioning department will enter the following and forward the requisition to the Purchasing Department (Exhibit 1).

1. Signature of Department Head or Designee.
2. Vendor, including address.
3. Quantity to be ordered.
4. Date Description of goods desired.
5. Cost, including shipping and handling.
6. Delivery date required.
7. Department name and four digit Department Code Number.
8. Expenditure Account
9. Reason for requisition
10. Explanation verifying appropriate bid procedure was completed.

D. Distribution: The purchase requisition is a two-part form. The entire form should be submitted to the Purchasing Department. Upon approval:

1. Original (white): retained by the Purchasing Department.
2. Copy (yellow): returned to the department for future payment processing.

E. Responsibility: Of the individual Departments to insure that items ordered and expenditures are within the budgetary appropriations. The County Treasurer's Office will verify if the requisition is within budgetary appropriations and appropriate revenue to cover the expense. If not, the requisition will be denied.

IV. PURCHASE ORDER

A. Purpose: Provides a formal document and authority for the purchase of goods and services. Provides documentation that goods and services have been ordered and received. Provides the necessary authority to pay vendor claims. Initiates and substantiates various accounting processes. Provides the necessary tax-exempt sale proof needed by vendors.

B. Frequency: Prepared by the Purchasing Department as required, upon receipt of a purchase requisition. In no event are purchase orders to be mailed without first routing through the Purchasing Department and the County Treasurer's Office.

C. Distribution:

Copy white: mailed to the vendor by the Department

Copy yellow: Department record

Copy pink: remains in the Purchasing Department

D. Preparation: The Purchasing Department will enter:

1. Vendor's name and address
2. Requisitioning department name and address
3. Terms of sale, i.e., how to ship, FOB point, delivery date
4. Vendor code
5. Description of goods being ordered
6. Quantity
7. Unit Price
8. Extension and total cost
9. Expenditure account code
10. Authorizing signature
11. Purchase order number

E. Responsibility: In ALL instances, purchase orders are to be completed before purchase is made. This includes a requirement for Purchase Orders for items approved by resolution of the Board of Supervisors. The sole exception is emergency purchase orders to be described later.

V. **BLANKET PURCHASE ORDERS:**

A. Purpose: Blanket purchase orders or open end accounts may be issued to vendors for purchases of those items considered to be of an immediate need or for purposes of consolidation of purchases. The reasons for the use of blanket purchase orders are twofold:

1. To eliminate the necessity for the issuance of separate orders for groups of items which are purchased frequently from the same vendor. An example of this would be gravel for highway department use.
2. To permit the department to purchase items of this nature on an "as needed" basis when there is no provision to maintain an inventory.

- B. Distribution: Same as regular purchase orders.
- C. Preparation: Same as regular purchase orders.
- D. Responsibility: The amount and time of the blanket purchase order will be determined by the respective Department Head in conjunction with the Purchasing Director. It should be based on information available in the records covering previous fiscal years and data obtained from the Department Head involved. The department must keep a record of the purchases to insure that they do not exceed the amount allowed by the blanket purchase order.

When supplies are delivered or picked up, receipts, delivery slips, or other documents transmitted by the vendor will be signed by the individual receiving the supplies. The blanket purchase order will also be attached to these documents and submitted for payment.

An additional purchase order will not be issued “after the fact” to cover overages. The Department Head will submit the additional invoices causing the overages to the Purchasing Director with an explanation as to how more accurate records will be maintained to ensure that overages do not occur again.

VI. CONFIRMING PURCHASE ORDERS

- A. Definition: To provide a purchase order number in cases where necessity for immediate action exists.

- 1. Emergencies.
- 2. Convenience: Whereby, pricing has been deemed competitive or predetermined by the department and immediate receipt of merchandise is needed to receive the price.

- B. Procedure: When a department has an urgent situation, the following procedure will be followed:

- 1. Prior to calling the Purchasing Department, the requisitioning department should be prepared to supply the following information:
 - a. The reason the purchase is urgent
 - b. The department name and budget code
 - c. A complete description and accurate cost of the item(s) to be purchased
 - d. The name and address of the vendor from whom the goods are to be purchased
- 2. Requisitioning department will verify with the County Treasurer necessary budgetary appropriation.
- 3. The Purchasing Director or the appointed representative will determine if a purchase is in fact urgent.

4. If the Purchasing Director rules that an urgent situation does exist, it will be the department's responsibility as to the selection of vendor. In these cases, the immediate availability of the required goods or services will be given prime consideration in the selection of the vendor.
5. The Department prepares the confirming purchase order and provides the regular distribution.
6. The individual who picks up the item or items from the vendor, must obtain an extended invoice containing:
 - a. Quantity and description of items purchased
 - b. The unit and total cost
 - c. The signature of the person receiving the goods
7. The ordering department will prepare a requisition containing the same information as would normally be included, along with the purchase order number assigned. The requisition should be marked confirming purchase and forwarded to the Purchasing Department the same day.

VII. RECEIPT OF GOODS AND SERVICES

If the Purchasing Department receives any claims for materials, supplies or services for which no purchase order was issued, the Purchasing Director, in conjunction with the Clerk of the Board of Supervisors will have the authority to nullify the payment of such claim.

Should a "significant difference" occur between the price or terms indicated on the purchase order and the price of any item on an invoice, the written approval of the Purchasing Director must be obtained on the invoice as support for the payment.

A "significant difference" is defined as a difference of 20% or more. A difference of \$100 or more requires approval regardless of the percent.

A. Inspection and testing: Goods and materials should be checked at the time of receipt to detect any damage or defects. This inspection also includes assuring the material is in compliance with the specifications. Goods should be inspected for damage, quantity, quality, and for all other requirements listed in the specifications.

In the event of rejection, for whatever purpose, the Purchasing Department must be notified immediately. Delayed deliveries and inferior material received: in spite of the fact that the Purchasing Department tries to procure the proper goods / services and on time, there will be occasions when:

1. You receive inferior goods / services
2. You do not receive the goods / services within a reasonable delivery schedule.

In either of these cases, report directly in writing to the Purchasing Director stating your complaint. By doing so, the Purchasing Director will have on file what vendors are not performing and can take appropriate action.

B. Receiving of Equipment: Any piece of equipment with a value of \$100 or more, when received, must be registered with the Insurance Director and put on the central inventory control report by using the appropriate fixed asset forms.

VIII. EXCEPTIONS TO THE PURCHASING SYSTEM

Thus far, we have discussed the procedures to be followed when a purchase order is needed. There are, however, certain expenditures for which the processing of a purchase order is unnecessary. The following should be made without purchase orders: 0

- A. All single purchases under \$500.00. The Purchasing Department can be used as a resource in securing the items which cost under the \$500.00 limit.
- B. Contracts for professional services.
- C. Utility bills.
- D. Service contracts for a fixed monthly or annual rental.
- E. Medical examinations.
- F. Advertisement and Legal Notices – proof of publication or copy of the ad including date must be attached to the County voucher when submitted.
- G. Postal fees.
- H. Valid membership and dues.
- I. Subscriptions.
- J. Mileage, Travel and Conference Reimbursement: the current travel voucher system will be used in recording and claiming reimbursement for mileage, meals, and other travel or conference expenses.
- K. Reimbursement for petty cash funds.
- L. All other expenses as determined by the Purchasing Director on an individual basis. In these cases, a County claim voucher should be completed, in detail, by the Departments to include:
 - i. Vendor's name and address
 - ii. Description of goods and/or services
 - iii. Unit price
 - iv. Extension and total cost
 - v. Budget code & Department name
 - vi. Department Head approval.

The completed claim voucher should then be attached to the supporting invoices and circulated as normal procedure.

IX. NON-COLLUSION CERTIFICATION

If competitive bidding is required by law, each bid must contain the following:

Non-Collusion Certification: by submissions of this bid or proposal, the bidder certifies that:

- A. The bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor;
 - B. The bid or proposal has not been knowingly disclosed, prior to the opening of the bids or proposals for this project, to any other bidder, competitor or potential competitor;
 - C. No attempt has been or will be made to induce any other corporation to submit or not to submit a bid or proposal;
 - D. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.
- X. All authority vested in the County Manager or the Purchasing Director under this section shall, in the absence or disability of the County Manager or the Purchasing Director, be vested in such County Officer as the Board of Supervisors may designate by duly enacted resolution of the Board.

**BOARD OF SUPERVISORS ACCEPT NEW YORK STATE DEPARTMENT OF LABOR
HIGHWAY DEPARTMENT PERSONNEL TRAINING GRANT**

RESOLUTION NO. 169-12, moved by Mr. Kaiser, seconded by Mr. Lafler and adopted.

WHEREAS, the State of New York Department of Labor has awarded the Seneca County Highway Department \$6,359 as part of the New York State Occupational Safety and Health Hazard Abatement Board Grant Program; and

WHEREAS, the stated purpose of the program is to provide safety training courses to County, Town and Village Highway department personnel; and

WHEREAS, this contract will reimburse 100% of the training costs with no local matching funds requirement; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee on July 24th, 2012; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Chairman of the board of Supervisors to sign all necessary grant documents to accept this New York State Department of Labor Grant; and be it further

RESOLVED, that the Seneca County Treasurer is hereby authorized and directed to amend the 2012 Seneca County Budget as follows:

Seneca County Highway Maintenance:

Amend Highway Administration Training (5010.4450) + \$6,359

Amend Revenue Account 40.3193.3506 OSHHAB Training Grant + \$6,359

BOARD OF SUPERVISORS AMENDS RESOLUTION NO. 259-09

(DEFEATED)

RESOLUTION NO. 170-12, moved by Mr. Kaiser, seconded by Mr. Davidson and defeated by 463 nays (Garlick Lorenzetti, Serven, Davidson, Lafler, Churchill, Westfall, Shipley, Kubasik).

WHEREAS, the Board of Supervisors, by Resolution No. 137-12, has eliminated the position of County Engineer; and

WHEREAS, the County Engineer is, by resolution number 259-09, the Administrative Head of the County Water and Sewer Districts, head of the County Water and Sewer Department and County Agency for purposes of Article 5-A of the New York State County Law; and

WHEREAS, it is the desire of the Board of Supervisors to refill these positions with the Superintendent of Water/Sewer and Facilities, as created under Resolution No. 137-12; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee at a special meeting, duly held on August 8, 2012; now, therefore, be it

RESOLVED, that Seneca County Board of Supervisors Resolution No. 259-09 is hereby amended by replacing, at each point where it appears, the words "Seneca County Engineer" with the words "Superintendent of Water/Sewer and Facilities", and by adding the following clause; and be it further

RESOLVED, "that the said Superintendent of Water/Sewer and Facilities shall be subject to all of the limitations provided for under County Policy with regard to purchasing that apply to the head of a County Department".

Mr. Westfall stated that he would be voting in the negative on Resolution 170-12 because he thought that the position should be two different positions.

BOARD OF SUPERVISORS APPOINTS MEMBER TO

ADVISORY BOARD OF SENECA COUNTY WATER DISTRICT NO. 1

RESOLUTION NO. 171-12, moved by Mr. Kaiser, seconded by Mrs. Garlick Lorenzetti and adopted.

WHEREAS, an Advisory Board exists to support the activities of Seneca county Water District No. 1; and

WHEREAS, the Public Works Committee nominates and recommends the appointment of Mary Anne Kowalski, a resident of the District, to the County Water District No. 1 Advisory Board; and

WHEREAS, the Public Works Committee approved this resolution on July 24, 2012; now, therefore, be it

RESOLVED, that the Board of Supervisors hereby appoints Mary Anne Kowalski, 5733 Lake Hill Drive, Romulus, New York, to the Seneca County Water District No. 1 Advisory Board for the remainder of the 2012-2013 term.

**SUPERVISORS AWARD BID FOR TWO ROAD SIDE TRACTORS
WITH MOWING ATTACHMENTS**

RESOLUTION NO. 172-12, moved by Mr. Kaiser, seconded by Mr. Reynolds and adopted.

WHEREAS, Seneca County advertise solicitations for bids for two (2) road side tractors with mowing attachments; and

WHEREAS, four (4) bids were received, the lowest being from Empire Tractor of Waterloo, New York in the amount of \$114,702.00; and

WHEREAS, the Public Works Committee of the Seneca County Board of Supervisors recommended accepting the bid from Empire Tractor on July 24, 2012; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors does hereby award the bid to Empire Tractor of Waterloo, New York for two (2) road side mowing tractors with attachments at the cost not to exceed \$114,702.00; and be it further

RESOLVED, that the Chairman of the Seneca County Board of Supervisors does hereby authorize and direct the Seneca County Highway Superintendent to purchase two (2) 2012 Kubota four wheel drive mowing tractors with mowing attachments in the amount of \$114,702.00 with funds appropriated from the 2012 Highway Road Machinery Vehicle Account 50.120.5.5130.2600.

**SUPERVISORS AUTHORIZE SOLICITATION OF BIDS FOR
ROOF REPLACEMENT AT HEALTH DEPARTMENT BUILDING**

RESOLUTION NO. 173-12, moved by Mr. Kaiser, seconded by Mr. Shipley and adopted.

WHEREAS, sections of the roof of the County Health Department Building are in need of replacement; and

WHEREAS, the repairs are anticipated to be of an amount that will require competitive bidding; and

WHEREAS, competitive bid results will be presented to the Board of Supervisors; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee on July 24, 2012; now, therefore, be it

RESOLVED, that the Board of Supervisors authorizes and directs that competitive bids be solicited for roof repairs at the County Health Department Building.

**SUPERVISORS APPROPRIATE FUNDS AND AUTHORIZE PURCHASE OF
SKID STEER LOADER AND ACCESSORIES FOR SENECA COUNTY
WATER DISTRICT 1 AND SEWER DISTRICT 2**

(DEFEATED)

RESOLUTION NO. 174-12, moved by Mr. Kaiser, seconded by Mr. Earle and defeated by 665 nays (Reynolds, Garlick Lorenzetti, Serven, Davidson, Prouty, Earle, Lafler, Churchill, Amidon, Westfall, Shipley, Kubasik) and 85 ayes (Kaiser, Hayssen).

WHEREAS, the operational needs of the County Water and Sewer Districts require the use of a Skid Steer Loader; and

WHEREAS, a Bobcat S650 Skid Steer Loader with accessories is available on New York State Contract Pricing from D.J.M. Equipment, Inc.; and

WHEREAS, the Skid Steer Loader will be equally utilized by Seneca County Water District No. 1 and Seneca County Sewer District No. 2; and

WHEREAS, Seneca County Sewer District No. 2 funds will be utilized to make the purchase with the understanding that Seneca County Water District No. 1 will reimburse Seneca County Sewer District No. 2 fifty-percent (50%) of the purchase price upon its improved financial condition; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee on August 8, 2012; now, therefore be it

RESOLVED, that the Board of Supervisors appropriates \$32,000 from Account No. 33909, to be placed in Budget Code No. 33-101-5-8110-5031; and be it further

RESOLVED, that the Board of Supervisors amends the 2012 Seneca County Sewer District No. 2 budget in the amount of \$32,000 in Budget Code No.'s 33-101-5-8110-2600 and 33-101-5-8110-5031; and be it further

RESOLVED, that the Board of Supervisors authorizes the purchase through New York State Contract PC64705, of a Bobcat S650 Skid Steer Loader with accessories from DJM Equipment, Inc. of Fairport, New York in amount not to exceed \$32,000.

Mr. Kaiser made a motion for action by the Board on the following resolution. A second was not offered. The resolution died.

**SUPERVISORS AUTHORIZE SOLICITATION OF BIDS FOR MINI EXCAVATOR FOR
WATER AND SEWER DISTRICTS**

WHEREAS, the operational needs of the County Water and Sewer Districts require the use of a mini excavator; and

WHEREAS, mini excavators are not currently on New York State Bid; and

WHEREAS, the Water and Sewer Districts are authorized to solicit competitive bids for the mini excavator, the results of which will be presented to the Board of Supervisors; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee on July 24, 2012; now therefore be it

RESOLVED, that the Board of Supervisors authorizes and directs that competitive bids be solicited for a mini excavator for the Water & Sewer Districts.

**SUPERVISORS APPROPRIATE FUNDS AND AMEND 2012 SENECA COUNTY BUDGET
RELATED TO FIREFIGHTER TRAINING FACILITY WATER USAGE**

RESOLUTION NO. 175-12, moved by Mr. Kaiser, seconded by Mr. Davidson and adopted by 562 ayes (Kaiser, Davidson, Reynolds, Garlick Lorenzetti, Serven, Prouty, Earle, Lafler, Amidon, Hayssen, Westfall) and 188 nays (Churchill, Shipley, Kubasik).

WHEREAS, Seneca County operates a Firefighter Training Facility in the Town of Romulus; and

WHEREAS, the training facility utilizes water provided by Seneca county Water No. 1; and

WHEREAS, the Board of Supervisors determines that the cost of water utilized by the facility is an appropriate expense of the County rather than the Water District; and

WHEREAS, Seneca County will reimburse Seneca County Water District No. 1 for the use of 1,950,700 gallons of water in the amount of \$5.89 per thousand gallons; and

WHEREAS, Seneca County will be responsible for future water usage at the facility; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee on August 8, 2012; now, therefore, be it

RESOLVED, that the Board of Supervisors appropriates \$11,489.62 from account no. 10-101-5-1990-4700, to be placed in budget code 10-110-5-3410-4140; and be it further

RESOLVED, that the Board of Supervisors authorizes the reimbursement of \$11,489.62 from Seneca County to Seneca County Water District No. 1 for water usage at the Firefighter Training Facility.

**SUPERVISORS APPROVE EXPANDED ROEMER, WALLENS, GOLD & MINEAUX, LLP
RETAINER AGREEMENT EFFECTIVE IMMEDIATELY**

RESOLUTION NO. 176-12, moved by Mrs. Garlick Lorenzetti, seconded by Mr. Shipley and adopted.

WHEREAS, effective May 30, 2012, the Seneca County Board of Supervisors entered into an agreement to retain the firm of Roemer, Wallens, Gold & Mineaux, LLP as its labor relations attorneys and consultants for Seneca County during contract negotiations with the CSEA contract; and

WHEREAS, at their July 24, 2012 meeting, the Personnel Committee approved expanding the agreement with said firm to represent Seneca County during contract negotiations with the SCSEA and PBA contracts in addition to the CSEA; and be available for consultations and advice regarding labor laws and public employee relation concerns; and

WHEREAS, the expanded agreement includes a cost of \$3,500 per month for the period of September 1, 2012 through August 31, 2015; and

WHEREAS, Seneca County may terminate this agreement earlier than August 31, 2015 upon 30 days written notice; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby approve voiding the retainer agreement with Roemer, Wallens, Gold & Mineaux, LLP that was effective May 30, 2012; and be it further

RESOLVED, that the Seneca County Board of Supervisors does hereby approve hiring the firm Roemer, Wallens, Gold & Mineaux, LLP with the expanded services at a cost of \$3,500 per month for the period of September 1, 2012 through August 31, 2015; and be it further

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Chairman of the Board of Supervisors to execute all necessary contract documents upon the review and approval by the Seneca County Attorney.

RESOLUTION SETTING SALARIES OF CERTAIN INDIVIDUALS AT THE MARKET RATE AS PROVIDED FOR IN THE MANAGEMENT SALARY SCHEDULE

RESOLUTION NO. 177-12, moved by Mrs. Garlick Lorenzetti, seconded by Mr. Kubasik and adopted.

WHEREAS, step increases for management employees were discontinued in 2006; and

WHEREAS, beginning in 2007 management employees that had completed five years in their current grade and step were moved to the market rate as provided for in the management salary schedule; and

WHEREAS, in the 2013 budget, there are five management employees who will have completed five (5) years at their current grade and step and should be moved on the salary schedule to the market rate as provided for in the management salary schedule; now, therefore, be it

RESOLVED, the Board approves moving the following management employees to the market rate effective January 1, 2013:

- Sheriff
- Undersheriff
- Fiscal Services Manager (LEC)
- Personnel Clerk
- County Attorney

DIRECTOR OF EMERGENCY SERVICES AUTHORIZED TO APPLY FOR LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT AND CHAIRMAN OF THE BOARD AUTHORIZED TO SIGN DOCUMENTS

RESOLUTION NO. 178-12, moved by Mr. Reynolds, seconded by Mrs. Amidon and adopted.

WHEREAS, the New York State Office of Homeland Security has made available the FFY 2011 Local Emergency Management Performance Grant; and

WHEREAS, this is the annual grant to offset expenses related to the Office of Emergency Services; and

WHEREAS, the Office of Emergency Services expects to receive \$17,000.00; now, therefore be it

RESOLVED, that the Director of Emergency Services is directed to apply for the NYS Office of Homeland Security Local Emergency Management Performance Grant; and be it further

RESOLVED, the Chairman of the Board of Supervisors is directed to sign all related documents

GMC 1992 STEP VAN DECLARED SURPLUS

RESOLUTION NO. 179-12, moved by Mr. Reynolds, seconded by Mr. Davidson and adopted.

WHEREAS, the Office of Emergency Services recently replaced the 1992 GMC step van, and no longer needs to use it; and

WHEREAS, the County Maintenance Department and County Highway do not have a need for the vehicle; now, therefore, be it

RESOLVED, the Board of Supervisors declares the 1992 GMC Step Van surplus property.

CLERK OF THE BOARD TO ADVERTISE FOR OFA PUBLIC HEARINGS

RESOLUTION NO. 180-12, moved by Mr. Reynolds, seconded by Mr. Davidson and adopted.

WHEREAS, 9 NYCRR 6653.2 of New York State Rules and Regulations requires submission of an Annual Implementation Plan of Services for the Seneca County Office for the Aging; and

WHEREAS, a hearing is required to be held at least thirty days prior to such submission and notice of such hearing to be published in local newspapers at least twenty-one days prior to such hearing; and

WHEREAS, Seneca County wishes the benefit of public suggestions and comments for such Plan; therefore, be it

RESOLVED, that the Clerk of the Board of Supervisors is hereby directed to advertise Public Hearings on the Annual Implementation of Services for the Seneca County Office for the Aging for the period April 1, 2013 – March 31, 2014, said hearings to be held on September 25, 2012 at 11:30 a.m. in the community room of Verona Village, 2276 County Road 139, Ovid, New York and September 27, 2012 at 11:30 a.m. at the Office for the Aging, One DiPronio Drive, Waterloo, New York. Said Notice is to be published at least 30 days prior to the first such Public Hearing in the County's newspapers of record; and be it further

RESOLVED, that the proposed plan or an abstract containing program goals, objectives, action steps, and proposed budgets with categorical breakdowns shall be made available to the public prior to the first such hearing; and be it further

RESOLVED, that single copies of the proposed area plan or an abstract shall be made available without charge upon request as soon as it is prepared, before submission to the New York State Office for the Aging.

**BOARD OF SUPERVISORS TO APPROVE THE 2012 RESOURCE ALLOCATION
PLAN FOR STATE AID FUNDING FOR YOUTH PROGRAMS**

RESOLUTION NO. 181-12, moved by Mr. Davidson, seconded by Mr. Shipley and adopted.

WHEREAS, the Resource Allocation Plan is an annual plan that is submitted to the New York State Office of Children and Family Services to receive state aid funding for youth programs; and

WHEREAS, the Youth Bureau received their 2012 allocation of \$49,304.00 and the Youth Board Resource Allocation Committee met on July 20, 2012 to allocate funds; and

WHEREAS, the Seneca County Youth Board approved the 2012 Resource Allocation Plan for State Aid at their July 23, 2012 Board Meeting; and

WHEREAS, the Human Services Committee approved the 2012 Resource Allocation Plan for State Aid Funding for Youth Programs on July 24, 2012; now, therefore, be it

RESOLVED, the Board of Supervisors approves the 2012 Resource Allocation Plan for State Aid Funding for youth programs and authorize the Chairman of the Board to sign the Resource Allocation Plan documents for 2012.

**A RESOLUTION ADOPTING LOCAL LAW NUMBER 3, ENTITLED “A LOCAL LAW
TO PROVIDE SAFE, STABLE HOUSING FOR RECIPIENTS OF
PUBLIC ASSISTANCE IN SENECA COUNTY”**

RESOLUTION NO. 182-12, moved by Mr. Davidson, seconded by Mr. Shipley and adopted.

WHEREAS, a resolution was duly adopted by the Board of Supervisors of the County of Seneca for a Public Hearing to be held by said County on August 14, 2012 at 8:00 p.m. at the Seneca County Office Building, Waterloo, New York, to hear all interested parties on a proposed Local Law entitled “A Local Law to Provide Safe, Stable Housing for Recipients of Public Assistance in Seneca County”; and

WHEREAS, notice of said public hearing was duly advertised in the official newspapers of the County of Seneca; and

WHEREAS, said public hearing was duly held on August 14, 2012 at 8:00 p.m. at the Seneca County Office Building, Waterloo, New York, 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 Supervisors of the County of Seneca, after due deliberation, finds it in the best interests of the County of Seneca to adopt said Local Law; now, therefore, be it

RESOLVED, that the Board of Supervisors of the County of Seneca hereby adopts Local Law 3 of the year 2012, as follows:

PART 1. Legislative Intent:

The Seneca County Board of Supervisors, consistent with §143-b of the New York State Social Services Law, recognizes the importance of providing safe and stable housing for County residents including those

receiving benefits under the Temporary Assistance programs provided under the Social Services Law. The Board finds that housing of recipients of Temporary Assistance in sub-standard housing, subject to violations of the State Building and Fire Codes constitutes a hazard to the health and safety of families in receipt of such assistance, many of which include children. The Board also finds that consistent with the implementation of Local Law No. 2 of 2006 as amended by Local Laws No. 1 of 2008 and 1 of 2010, non-payment of real property tax on properties constituting such housing creates further hazards in that such properties are subject to those Local Laws causing delay in remedial action by the owner and subjecting the recipients of such assistance to displacement through foreclosure proceedings. The Board further finds that violations such as those described herein, constitute and render housing dangerous, hazardous and detrimental to the life and/or health of persons entitled to public assistance. In furtherance of the goal of promoting safe housing in Seneca County, the Seneca County Board of Supervisors enacts the following:

PART 2. Definitions:

1. "TANF" shall mean those programs referred to or formerly referred to as Temporary Assistance to Needy Families, Aid to Dependent Children, Shelter Assistance, Public Assistance, or the program or programs so designated under New York State Social Services Law and the regulations promulgated under Title 18 of the New York Code, Rules and Regulations.

2. "County" shall mean the County of Seneca, State of New York.

3. "Commissioner" shall mean the Commissioner of Social Services for Seneca County.

4. "Code Enforcement Officer" shall mean the Code Enforcement Officer appointed pursuant to subdivision (b) of section 3 of Local Law No. 2 of 2006 and shall, for the purposes of enforcement of this local law, include those persons appointed as "Building Inspectors" by the County.

5. "Code Enforcement Personnel" shall include the Code Enforcement Officer and all Building Inspectors.

6. "Uniform Code" shall mean the New York State Uniform Fire Prevention Code, Residential Code, Property Maintenance Code and Building Code, as currently in effect and as hereafter amended from time to time.

PART 3. Restrictions on Payments of Rent on Behalf of Recipients of Public Assistance or TANF in Seneca County.

1. The Commissioner, in applying the provisions of 18 NYCRR 381.3, for the purposes of making payments on behalf of an applicant for or recipient of Public Assistance or TANF to a landlord pursuant to §143-b (1) Social Services Law and/or 18 NYCRR 381.3(e) shall make inquiry into the safety and stability of the housing unit or units for which such payment or payments are to be made.

2. No such payment shall be made to any landlord or on behalf of any such applicant for or recipient of Public Assistance or TANF where there is found to be, with respect to any such housing unit, any violation of the Uniform Code, or where any real property tax due on any such unit or on the premises upon which such housing unit is situate, is delinquent as defined under §1102 of the New York State Real Property Tax Law.

3. The Commissioner shall be empowered

A. To require an inspection of any such housing unit or units by County Code Enforcement Personnel

B. To accept the findings of Code Enforcement Personnel as to the existence or non-existence of any such Uniform Code violation or violations.

C. To require of the County Treasurer's Office, accurate and up-to-date information as to the existence of any tax delinquency with respect to any such housing Unit or units or the premises upon which such housing unit or units are situate.

4. Nothing contained herein shall be construed so as to alter or limit the authority conferred upon the Commissioner under the provisions of the New York State Social Services Law §143-b.

5. This local law shall become effective upon filing with the Secretary of State.

**SUPERVISORS APPOINT SUZANNE SINCLAIR TO THE
SENECA COUNTY COMMUNITY SERVICES BOARD**

RESOLUTION NO. 183-12, moved by Mrs. Amidon, seconded by Mr. Reynolds and adopted.

WHEREAS, there are vacancies on the Community Services Board; and

WHEREAS, the Community Services Board has moved to recommend the appointment of Suzanne Sinclair to the Community Services Board; and

WHEREAS, the Board of Supervisors Mental Health Committee supports and approves the Community Services Board's recommendation; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors does hereby appoint Suzanne Sinclair, of Seneca Falls, New York 13148 to a four-year term on the Community Services Board, to expire August 14, 2016.

**SUPERVISORS AUTHORIZE ACCEPTANCE OF NEW YORK STATE
GRANT FUNDING FOR ADDITIONAL CAPITAL IMPROVEMENTS AT
SAMPSON VETERANS MEMORIAL CEMETERY**

RESOLUTION NO. 184-12, moved by Mrs. Amidon, seconded by Mr. Lafler and adopted.

WHEREAS, Seneca County is the owner of the Sampson Veterans Memorial Cemetery in the Town of Romulus; and

WHEREAS, Phase One improvements are nearing completion and the cemetery is in operation;
and

WHEREAS, additional New York State funding may become available to support Phase Two improvements at the cemetery; and

WHEREAS, any additional grant funds will be matched with privately raised funds and in kind support; and

WHEREAS, this resolution has been reviewed and approved by the Planning, Development, Agriculture & Tourism Committee on July 24, 2012; now, therefore, be it

RESOLVED, that the Board of Supervisors authorizes the acceptance of additional state funding to support further development of the Sampson Veterans Memorial Cemetery with the understanding that County funds will not be required.

**BOARD OF SUPERVISORS AUTHORIZES AND DIRECTS THE CHAIRMAN TO SIGN
CONSULTANT SERVICES AGREEMENT FOR DEVELOPMENT OF CAYUGA
LAKBLUEWAY TRAIL PLAN WITH ALTA PLANNING AND DESIGN**

RESOLUTION NO. 185-12, moved by Mrs. Amidon, seconded by Mr. Earle and adopted.

WHEREAS, Seneca County has received grant funds from New York State Department of State for the development of a Cayuga Lake Blueway Trail Plan in conjunction with Cayuga and Tompkins Counties; and

WHEREAS, Requests for Proposals for professional services were solicited; and

WHEREAS, the County received two proposals; and

WHEREAS, said proposals were reviewed by the Study Advisory Committee that consists of Planning Staff from the three Counties; and

WHEREAS, the firm of Alta Planning and Design was selected by the Study Advisory Committee due in part to the recommendation regarding public participation and is recommended to the Board of Supervisors; and

WHEREAS, the contract for services is for \$41,575.00, all of which will be fully reimbursed through New York State Department of State Grant #T007073; and

WHEREAS, there will be no County cash match required; and

WHEREAS, Seneca County will provide staff support from the Department of Planning and Community Development to further this project; and

WHEREAS, this resolution has been reviewed and approved by the Planning, Development, Agriculture & Tourism Committee on July 24, 2012; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors authorizes and directs the Chairman of the Board to sign a contract for services with Alta Planning and Design as consultants for the Cayuga Lake Blueway Trail Plan project.

**SENECA COUNTY BOARD OF SUPERVISORS SUPPORTS SENECA HOUSING'S
APPLICATION TO THE NEW YORK STATE DIVISION OF HOUSING AND
COMMUNITY RENEWAL HOME PROGRAM**

RESOLUTION NO. 186-12, moved by Mrs. Amidon, seconded by Mr. Earle and adopted by 539 ayes (Amidon, Earle, Reynolds, Serven, Davidson, Prouty, Kaiser, Lafler, Hayssen, Shipley, Kubasik) and 211 nays (Garlick Lorenzetti, Churchill, Westfall).

WHEREAS, the New York State Division of Housing and Community Renewal has established the competitive statewide HOME grant program due on August 16, 2012 for the purpose of funding low income housing rehabilitation; and

WHEREAS, Seneca Housing, Inc., is a Seneca Falls based 501(c)3 not-for-profit organization whose mission is to administer Seneca County's HUD Section 8 program and to facilitate residential housing repair and rehabilitation programs in Seneca County; and

WHEREAS, Seneca Housing is applying to the 2012 HOME Program for \$324,000 in low-income rental housing rehabilitation funds for income-eligible projects throughout Seneca County benefiting some of Seneca County's most vulnerable populations; and

WHEREAS, integral to these programs is the consideration of local zoning laws and rehabilitation work that turns dilapidated houses into safe, decent, healthy, energy-efficient affordable homes; and

WHEREAS, this resolution has been reviewed and approved by the Planning, Development, Agriculture, and Tourism Committee at the July 24, 2012 meeting; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors supports Seneca Housing's grant application to the New York State Division of Housing and Community Renewal's HOME for the purpose of improving Seneca County's aging rental housing stock; and be it further

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to issue letters to the NYS Division of Housing and Community Renewal and the NYS Affordable Housing Corporation showing this Board's support of Seneca Housing, Inc. grant application.

**SUPERVISORS AUTHORIZE CHAIRMAN OF THE BOARD TO SIGN AMENDED LEASE
AGREEMENT WITH THE FRIENDS OF THE THREE BEARS, INC. FOR USE OF THE TWO
LARGEST BUILDINGS AT HISTORIC COURTHOUSE COMPLEX IN OVID COMMONLY
KNOWN AS "THE THREE BEARS COMPLEX"**

RESOLUTION NO. 187-12, moved by Mrs. Amidon, seconded by Mr. Davidson and adopted.

WHEREAS, Seneca County is currently the owner of real property commonly referred to as “The Three Bears Complex” consisting of the former Courthouse, Clerk’s Office, and Surrogate’s Office, a park area and parking lot located in the Village and Town of Ovid, Seneca County, New York; and

WHEREAS, the Friends of the Three Bears, Inc. is a duly organized not-for-profit corporation whose purpose is to promote the historic preservation and utilization of a portion of the complex; and

WHEREAS, the Seneca County Board of Supervisors deems it advantageous to itself and to the residents of Seneca County to grant a lease to the Friends of the Three Bears for a portion of the complex; and

WHEREAS, the lease will address the terms of use of subject premises, as well as repair and maintenance responsibilities, insurance, liability and indemnification requirements; and

WHEREAS, this resolution has been reviewed and approved by the Planning, Development, Agriculture, and Tourism Committee on July 24, 2012; now, therefore, be it

RESOLVED, that the Chairman of the Seneca County Board of Supervisors authorizes and directs the Chairman of the Board to sign an amended lease agreement with The Friends of the Three Bears, Inc. for the two largest buildings on the complex, known as “Papa Bear” and “Mama Bear”.

Resolution Nos 188-12 and 189-12 and 190-12 were brought to the floor for board action without referral by the oversight committee by a unanimous vote of the Board of Supervisors.

Unfinished Business

None

New Business:

Mr. Shipley moved the Suspension of the Rules to introduce Resolution Nos. 188-12 and 189-12.

A motion was made by Mrs. Amidon, second by Mr. Lafler, and carried unanimously to consider the following resolution for Board action without reference to the oversight committee.

**ACCEPTANCE OF FEDERAL AVIATION ADMINISTRATION GRANT FOR LAND
ACQUISITION TO REMEDIATE DRAINAGE PROBLEMS AT THE
FINGER LAKES REGIONAL AIRPORT**

RESOLUTION NO. 188-12, moved by Mrs. Amidon, seconded by Mr. Shipley and adopted.

WHEREAS, the Federal Aviation Administration (FAA) has approved a grant for the purchase of land and easements at the Finger Lakes Regional Airport to remediate drainage problems; and

WHEREAS, all landowners have been contacted and are in agreement to the purchase of easement; and

WHEREAS, the total project will be up to \$350,000 with the FAA portion of the grant up to \$315,000, the New York State Department of Transportation share up to \$17,500 and the Seneca County

Local Share at 5% up to \$17,500 which has been budgeted for in the 2012 Airport Budget; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors accepts the grant from the FAA for the land purchase and easements, and that the Chairman of the Board of Supervisors be authorized and directed to sign all necessary documentation to accept this grant from the FAA.

A motion was made by Mrs. Amidon, second by Mr. Westfall, and carried unanimously to consider the following resolution for Board action without reference to the oversight committee.

**ACCEPTANCE OF GRANT FROM FEDERAL AVIATION ADMINISTRATION TO BEGIN
THE DESIGN, REHABILITATION AND DRAINAGE IMPROVEMENTS OF THE
TAXIWAY AT THE FINGER LAKES REGIONAL AIRPORT**

RESOLUTION NO. 189-12, moved by Mrs. Amidon, seconded by Mr. Lafler and adopted.

WHEREAS, the Federal Aviation Administration (FAA) has approved a grant for the design, rehabilitation and drainage improvements of the taxiway at the Finger Lakes Regional Airport; and

WHEREAS, the total project would up to \$200,000 with the FAA portion of the grant up to \$180,000, the New York State Department of Transportation share up to \$10,000 and the Seneca County Local Share at 5% up to \$10,000 which has been budgeted for in the 2012 Airport Budget; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors accepts the Grant from the FAA for the design, rehabilitation and drainage improvements of the taxiway at the Finger lakes Regional Airport and that the Chairman of the Board of Supervisors be authorized and directed to sign all necessary documentation to accept this grant from the FAA.

Mr. Earle moved the suspension of the rules to introduce the following resolution.

**AUTHORIZE THE BOARD CHAIRMAN TO EXECUTE CONTRACTS WITH LIFETIME
CARE, FINGER LAKES VISITING NURSE SERVICE AND UPSTATE HOME CARE**

RESOLUTION NO. 190-12, moved by Mr. Earle, seconded by Mr. Kubasik and adopted.

WHEREAS, it is necessary for the Public Health Department to provide home care services for a county resident; and

WHEREAS, in order to provide these services it is necessary to contract with the following licensed home care agencies: Lifetime Care, Finger Lakes Visiting Nurse Service and Upstate Home Care; and

WHEREAS, currently there are available funds in the 2012 Public Health Budget; and

WHEREAS, if additional funds are required, it may be necessary to come back to the Board of Supervisors to access funds from the Contingency Budget; and

WHEREAS, the Public Health Committee has approved these contracts at its meeting on August 14, 2012; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors be authorized and directed to sign contracts with Lifetime Care, Finger Lakes Visiting Nurse Serve and Upstate Home Care.

Special Order of the Day

The meeting adjourned at 8:08 p.m.