

Seneca County Board Of Supervisors  
Special Board Meeting  
December 30, 2014

Call to Order

Chairman Hayssen called the meeting to order at 6:00 p.m. There was confusion about what time the meeting was scheduled because the Clerk of the Board distributed the meeting notice with the incorrect time of the meeting being at 5:30 p.m. The correct time of the meeting was set by Resolution No. 267-14.

Roll Call of Members by the Clerk

Twelve members of the Board of Supervisors answered roll call. Mr. Reynolds and Mr. Kaiser were not present.

Pledge of Allegiance and Moment of Silence

Reports of Standing Committees

The Clerk of the Board did not include reports of committees on this agenda. Mr. Kubasik objected, stating they should be included.

Government Operations - Mr. Westfall, Chairman. Two resolutions were reviewed by the Committee and approved for a board resolution

Environmental Affairs - Mr. Churchill , Chairman. In another matter, the Environmental Affairs Committee discussed the idea of seeking to have a thorough study of air quality around the Seneca Meadows Landfill, claiming that the most recent study was done in the 1990s and was not done in Seneca Falls. The Committee asked Vicki Swinehart, Director, Seneca County Public Health Department, to contact NYS Department of Health and / or the DEC regarding a more testing and sampling for air quality, measuring possible toxins and contaminants in the air in Seneca Falls.

The Committee also recommended a board resolution for tonight that will approve Seneca County to be included in the representation by the Natural Resources Defense Council, at no charge to the county, in its petition to the DEC Issues Conference in February.

Personnel Committee - Mr. Earle, Chairman. There is a resolution on the agenda that if adopted will authorize a 2% salary increase for employees that are non-represented employees.

Mr. Earle also said that Performance Evaluations for Management Employees are currently being reviewed.

County Manager Remarks

This meeting is the last board meeting for James Smith, County Manager. Mr. Smith accepted another position with the City of Rochester, NY. He said it was an honor to serve as the County Manager

for Seneca County. He expressed great respect for the Board of Supervisors. It was an honor to work with a talented group of department heads and staff.

**RESOLUTIONS & MOTIONS**

**AUTHORIZATION TO CORRECT & REFUND TAXES TO COUNTY TREASURER**

RESOLUTION NO. 287-14 motion by Mr. Prouty, second by Mr. Kubasik and adopted.

WHEREAS, Section 554 (9) & 556 (8) of the Real Property Tax Law authorizes the tax levying body such as the Seneca County Board of Supervisors to delegate its authority to the County Treasurer to correct errors and refund taxes, as provided by Section 554 (1-8) and 556 (1-7) of the said law; and

WHEREAS, it would be in the best interest of the Board of Supervisors and taxpayers of Seneca County to delegate the refunding authority to expedite the corrective refund process; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors delegates the authority to correct and refund taxes pursuant to Section 554 and Section 556 of the Real Property Tax Law to the County Treasurer for the fiscal year 2015 where said applications are for \$2,500.00 or less.

**DEBITS AND CREDITS**

RESOLUTION NO. 288-14 motion by Mr. Prouty, second by Mr. Shipley and adopted.

WHEREAS, due to errors and audit adjustments on the 2014 tax rolls, corrections must be made to adjust the 2015 tax levy; now therefore be it

RESOLVED, that the following Towns be charged as follows, thus increasing their share of the 2015 County General tax:

Covert	\$716.45
Fayette	-\$2,406.37
Junius	0.00
Lodi	0.00
Ovid	0.00
Romulus	\$2,753.40
Seneca Falls	0.00
Tyre	0.00
Varick	0.00
Waterloo	\$367.00
Total	\$1,430.48

**LEVY COUNTY TAXES**

RESOLUTION NO. 289-14 motion by Mr. Prouty, second by Mr. Kubasik and adopted.

WHEREAS, the County tax levy for the year 2015 in the amount of \$9,490,528.00 has been adopted by the Board of Supervisors; and

WHEREAS, this amount has been apportioned to the several Towns; now therefore be it  
 RESOLVED, that there be assessed, levied and collected from the various Towns, the following  
 amounts which are to be paid to the Seneca County Treasurer:

Covert	\$990,893.55
Fayette	\$1,538,288.45
Junius	\$291,719.90
Lodi	\$593,680.41
Ovid	\$763,736.91
Romulus	\$760,133.90
Seneca Falls	\$2,243,872.10
Tyre	\$273,905.05
Varick	\$785,553.13
Waterloo	\$1,248,744.60
Total	\$9,490,528.00

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Total	\$9,490,528.00

**LEVY TOWN TAXES**

RESOLUTION NO. 291-14 motion by Mr. Prouty, second by Mr. Shipley and adopted.

WHEREAS, There has been presented to the Board of Supervisors a duly certified copy of the annual budget of each of the several Towns in the County of Seneca for the fiscal year beginning January 1, 2015; now therefore be it

RESOLVED, That there be assessed, levied and collected from the various taxable property situated in the following Towns outside of incorporated villages wholly or partially therein, amounts indicated below for Highway Item I and General purposes as specified in the amount for the respective Towns:

Town	Item I	General
Covert	\$208,886.00	
Fayette	\$448,979.00	
Junius	\$218,000.00	
Lodi	\$393,748.00	\$2,221.00
Ovid	\$477,150.00	\$61,337.00
Romulus	\$322,611.00	\$9,184.00
Seneca Falls	\$626,962.00	
Tyre	\$264,740.00	
Varick	\$167,120.00	
Waterloo	\$211,150.00	\$19,250.00

AND BE IT FURTHER RESOLVED, That there be assessed, levied and collected from the real property liable therefore, within the respective fire and other special districts in the following Towns, the amounts indicated below as specified in the budget of the respective Towns:

Town	Special District	Amount
Covert	Trumansburg Fire	\$48,701.24
	Interlaken Fire	\$67,213.35
	South Seneca Ambulance	0
Fayette	Fayette Varick Fire	\$56,668.00
	Fayette-Seneca Lake Fire Protection #1	\$32,000.00
	Fayette-Seneca Lake Fire Protection #2	\$32,000.00
	Varick Volunteer Fire	\$39,655.00
	Fayette Water District #5	\$33,898.00
	Canoga Fire Protection District	\$75,813.00

	Canoga Light District	\$2,417.00
	Fayette-Varick Light	\$2,173.00
	Fayette Water District #1 Ext.	\$20,936.00
	Co. House Rd./Rt. 96 Water	\$41,850.00
	Cayuga Lake Water District #3	\$55,575.00
	Fayette Water District #7	\$4,666.00
	Water/Sewer Relevies	\$21,636.21
Junius	Junius Fire Protection	\$91,800.00
	Junius Water District	\$32,150.00
	Junius Water District #2	\$9,983.00
	Water/Sewer Relevies	\$3,274.15
Lodi	Ovid-Lodi Fire	\$117,493.00
	South Seneca Ambulance	\$55,174.15
	Water/Sewer Relevies	0
Ovid	Ovid-Lodi Fire	\$12,385.14
	Ovid-Romulus Fire	\$79,338.20
	Ovid-Interlaken Fire	\$37,786.65
	South Seneca Ambulance	\$74,128.09
	Water/Sewer Relevies	\$5,874.21
Romulus	Ovid-Romulus Fire	\$120,662.00
	Varick Volunteer Fire	\$3,375.00
	Romulus-Varick Fire	\$63,071.00
	Willard Light District	\$4,980.00
	Hayts Corners Light	\$745.00
	Romulus-Varick Light	\$3,790.00
	Spring Light	\$3,995.00
	Lakeshore Light	\$2,895.00
	Willard Water & Sewer Ext.	0
	Romulus Sewage District #1	\$3,989.00
	South Seneca Ambulance	\$62,175.00
	Water/Sewer Relevies	\$4,546.87
Seneca Falls	Town Retire OBLG	\$9,000.00
	Village Retire OBLG	\$142,525.00

	Village Bond Debt	0
	Seneca Falls Fire	\$419,200.00
	Bridgeport Area Water District	\$11,335.00
	Seneca Falls Refuse District	\$258,268.00
	Bridgeport Sewage District	\$136,000.00
	Seneca Falls West Sewer	0
	Water/Sewer Relevies	\$359,818.04
Tyre	Tyre Fire Protection District	\$105,325.00
	Tyre Water District #1	\$16,735.00
	Water/Sewer Relevies	\$1,860.00
Varick	Fayette-Varick Fire	\$72,122.00
	Varick Volunteer Fire	\$79,097.00
	Romulus-Varick Fire Protection	\$55,290.00
	Romulus-Varick Light	\$3,200.00
	Fayette-Varick Light	\$1,300.00
	Varick Sewage District #1	\$3,061.45
	Seneca Lake Water District	\$44,744.00
	Seneca Lake Sewer District #2	\$59,000.00
	South Seneca Ambulance	\$44,738.00
	Varick Water District #3	\$25,440.75
	Varick Water District #4	\$54,750.00
	Water/Sewer Relevies	\$23,014.43
Waterloo	Border City Fire	\$160,998.85
	Waterloo Fire Protection District	\$74,000.00
	Border City Light	\$24,500.00
	Waterloo Drainage	\$120.00
	Border City Sewage District	\$60,550.00
	5 & 20 Sewer District	\$116,590.00
	Waterloo Hydrant	\$3,750.00
	Border City Water	\$60,650.00
	Burgess Rd Water	0
	Water/Sewer Relevies	\$55,468.22

AND BE IT FURTHER RESOLVED, That the amounts to be raised by tax for all other purposes specified in the budget presented to this Board shall be and are hereby assessed, levied and to be collected from the taxable property in the Towns listed below except as otherwise provided by law:

Town	General	All Others
Covert	\$290,538.00	\$199,451.00
Fayette	\$260,902.00	\$270,396.00
Junius	\$20,000.00	
Lodi	\$171,526.00	\$213,754.00
Ovid	\$179,571.00	\$46,892.00
Romulus	\$294,200.00	
Seneca Falls	\$1,206,086.00	
Tyre	\$281,528.00	
Varick	\$125,139.00	
Waterloo	\$364,105.00	\$201,900.00

AND BE IT FURTHER RESOLVED, that such taxes and assessments when collected, shall be paid to the Supervisors of the respective Towns in the amounts shown by this resolution for distribution by them in the manner prescribed by law.

**LEVY RETURNED VILLAGE TAXES**

RESOLUTION NO. 292-14 motion by Mr. Prouty, second by Mr. Shipley and adopted.

RESOLVED, that there be assessed, levied and collected from the various Towns, the following 2014 returned village taxes and when collected, to be paid to the County Treasurer:

Town of Covert	\$27,769.01
Town of Fayette	\$29,810.07
Town of Lodi	\$11,065.40
Town of Ovid	\$38,773.93
Town of Romulus	\$2,186.79
Town of Seneca Falls	0
Town of Waterloo	\$232,462.07
Totals:	\$342,067.27

**RATIFY TAX ROLLS**

RESOLUTION NO. 293-14 motion by Mr. Prouty, second by Mr. Westfall and adopted.

RESOLVED, that the taxes as extended on the rolls of the several Towns are hereby approved and the collectors are directed to collect the same on the warrants as signed by the Chairman and the Clerk of the Board of Supervisors.

**SUPERVISORS INTRODUCE PROPOSED LOCAL LAW A OF 2015, ENTITLED  
“A LOCAL LAW TO ESTABLISH THE SALARIES OF CERTAIN COUNTY OFFICIALS”  
AND SET DATE FOR PUBLIC HEARING**

**(amended)**

RESOLUTION NO. 294-14 motion by Mr. Westfall, second by Mr. Churchill and adopted.

WHEREAS, the Seneca County Board of Supervisors has approved the County Budget for 2015;  
and

WHEREAS, said 2015 budget includes adjustments in the salaries of certain County Officials;  
and

WHEREAS, this resolution has been reviewed and approved by the Government Operations Committee at a meeting on December 23, 2014, now therefore be it

RESOLVED, that proposed Local Law A of 2015 entitled “A LOCAL LAW TO ESTABLISH THE SALARIES OF CERTAIN COUNTY OFFICIALS”, be and the same is hereby introduced before the Board of Supervisors of Seneca County, New York to read in substantially the following form: The salaries of the following County Officers as of January 1, 2015 shall be as indicated opposite their respective titles:

Clerk to the Board of Supervisors	\$48,696
Commissioner of Human Services	\$94,342
County Clerk	\$63,128
County Highway Superintendent	\$71,762
County Treasurer	\$80,231
Director of Real Property Tax Services	\$65,753
Election Commissioner/Democrat	\$52,350
Personnel Officer	\$61,848
Sheriff	\$74,586

And be it further

RESOLVED, that copies of the aforesaid proposed local law be laid upon the desks of each member of the County Board; and, be it further

RESOLVED, that the County Board of Supervisors hold a public hearing on said proposed Local Law at the Board of Supervisors’ Room at the Seneca County Office Building, 1 DiPronio Drive, Waterloo, New York at or about 6:00 P.M. on February 10, 2015; and be it further

RESOLVED, that the Clerk of the Board publish or cause to be published a notice of said public hearing in the official newspapers of the County at least five (5) days prior thereto.

Prior to the adoption of Resolution 294-14, Mr. Kubasik moved to amend the year that the Government Operations Committee approved the resolution by replacing 2013 with 2014.

Mr. Prouty made a motion, second by Mr. McGreevy to adopt the resolution appointing Lisa Keshel as the director for Real Property Tax.

Mr. Kubasik objected to the language in the resolution because it did not include the salary.

A motion to lay the resolution on the table was made by Mr. Kubasik, second by Mrs. Garlick Lorenzetti and carried for the purpose of including salary information and to be considered at the next board meeting.

APPOINT LISA KESHEL DIRECTOR OF REAL PROPERTY TAX SERVICES (laid on the table)

WHEREAS, the current Director of Real Property Tax Services, James Bastian, has announced that he is retiring February 3, 2015; and

WHEREAS, Lisa Keshel has served as the Real Property Tax Office Aide and has been trained to carry out the duties of the Director and is qualified to be appointed to the position; and

WHEREAS, it would be in the best interest of Seneca County to appoint a new Director February 3, 2015 for a smooth transition in the Real Property Tax Services Department; now, therefore be it

RESOLVED, that Lisa Keshel be appointed to the position of Director of Real Property Tax Services effective February 3, 2015 to serve the unexpired term of office that expires on September 30, 2019.

**SUPERVISORS REVISE POLICY NO. 102.100 "JOB EVALUATION/MANAGEMENT SALARY SYSTEM" EFFECTIVE IMMEDIATELY**

RESOLUTION NO. 295-14 motion by Mr. Westfall, second by Mr. Serven and adopted by 592 ayes (Westfall, Serven, Garlick Lorenzetti, Davidson, Prouty, Earle, Churchill, Lazzaro, McGreevy, Hayssen, Shipley), 57 nays (Kubasik), and 101 not present (Reynolds, Kaiser).

RESOLVED, the Seneca County Board of Supervisors approves changes to the Seneca County Policy Manual, 102.100 to read as follows:

**SENECA COUNTY MANAGEMENT SALARY SYSTEM PERFORMANCE PROCESS**

**PURPOSE:**

The Seneca County Board of Supervisors has adopted a wage and salary schedule for all management (non-union), full-time employees. The following process will be used to determine wages in future years:

The County Manager and Department Heads who have subordinate employees in this category will evaluate those employees' performance by requiring the employee to complete a self-appraisal. Such

evaluation will take place in the month of the employees' birthdates. After reviewing the employee's self-appraisal the Department Head will complete their appraisal of the employee. The Department Head will meet with the employee to review both appraisals and finalize the evaluation. All final performance evaluations will be sent to the County Manager, who will maintain copies of the evaluations in his/her office.

The County Board of Supervisors upon recommendation of the Personnel Committee will adopt a cost of living percentage increase to be applied to the whole schedule for the next year.

In addition to the cost of living increase, employees will be eligible for a merit increase under the following conditions:

- A. Employees in steps 1 through 4, receiving an evaluation of at least 3.0 on a scale of 5.0, will move 1 step higher in their grade.
- B. Employees in step 5 or greater, receiving an evaluation of at least 4.0 on a scale of 5.0, will move 1 step higher in their grade.
- C. Employees who did not meet the above evaluation scores will not be eligible for a merit increase, and will receive the cost of living increase previously determined by the Board of Supervisors.
- D. If there is no cost of living increase adopted by the Board of Supervisors, employees who are at step 15 and met the above evaluations scores will receive an increase equal to a step increase.

The exceptions to this policy are the County Clerk, County Treasurer, County Sheriff, Election Commissioners and Deputy Election Commissioners. These employees will automatically move a step higher since they are evaluated by the electorate or political parties.

**SENECA COUNTY JOINS COALITION OF MUNICIPALITIES AGAINST STORAGE OF LPG GAS IN SENECA LAKE SEEKING REPRESENTATION BY THE NATURAL RESOURCES DEFENSE COUNCIL**

RESOLUTION NO. 296-14 motion by Mr. Churchill, second by Mrs. Garlick Lorenzetti and adopted by 562 ayes (Churchill, Garlick Lorenzetti, Serven, Earle, Lazzaro, McGreevy, Hayssen, Westfall, Shipley, Kubasik), 87 nays (Prouty, Davidson), and 101 not present (Reynolds, Kaiser).

WHEREAS, Finger Lakes LPG Storage, LLC, a subsidiary of Crestwood Midstream Partners, LP, has proposed to construct and operate a new underground LPG storage facility for the storage and distribution of propane and butane on a portion of a 576-acre site located west of Seneca Lake in the Town of Reading, Schuyler County; and

WHEREAS, the State Department of Environmental Conservation (DEC) will host an issues conference for the Finger Lakes LPG Storage, LLC's proposed liquid propane gas (LPG) storage facility

on February 12, 2015 for the purpose of determining if there are any significant and substantive issues that require an adjudicatory hearing; and

WHEREAS, the Natural Resources Defense Council (NRDC) has agreed to represent at no charge, a coalition of interested municipalities that stand against proposal, by filing a Petition for Party Status and represent the coalition of municipalities at the issues conference at no cost to Seneca County; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize NRDC to represent Seneca County, at no charges, as a member of a coalition of municipalities against the proposal for the storage and distribution of propane and butane in Seneca Lake, in a Petition for Party Status for the DEC Issues Conference in February 2015.

Prior to the adoption of Resolution No. 296-14, Mr. Prouty and Mr. Davidson stated they would vote in opposition to the resolution. Mr. Prouty expressed his belief that Seneca County should not be interfering with laws that made by other counties. Mrs. Garlick Lorenzetti and Mr. Lazzaro stated that the issue affects not only Schuyler County, but Seneca County and other surrounding counties.

**SUPERVISORS APPROVE 2% INCREASE FOR NON-REPRESENTED EMPLOYEES  
EFFECTIVE JANUARY 1, 2015**

**(amended)**

RESOLUTION NO. 297-14 motion by Mr. Earle, second by Mrs. Garlick Lorenzetti and adopted.

WHEREAS, employees that are not represented by a union do not receive a pay increase as a matter of policy; and

WHEREAS, the Seneca County Board of Supervisors supports a 2% increase for these employees; therefore be it

RESOLVED, the Board approves a 2% salary increase effective January 1, 2015 for those employees who are not represented by a union and whose titles are not included on a salary schedule and who have not already received a pay increase for 2015.

Under discussion of Resolution No. 297-14, “non-represented” generally means employees that are not covered by a union contract or whose salary is not included in the salary schedule. Also questioned was whether the 2% increase included certain salaries that were increased by Resolution No. 269-14 (Temporary/Seasonal Motor Equipment Operator-Light), which it does not.

Mr. Kubasik moved to amend the resolution by inserting in the Resolved Clause the text: “and who have not already received a pay increase for 2015”.

Special Order of the Day

The meeting adjourned at 6:24 p.m.