

**SENECA COUNTY  
BOARD OF SUPERVISORS  
STANDING COMMITTEE MEETINGS**

**Tuesday, June 23, 2015 beginning at 5:30 p.m.**

**Supervisors Board Room - 3<sup>rd</sup> floor  
Seneca County Office Building  
One DiPronio Dr., Waterloo, NY**

**PLANNING, DEVELOPMENT, AGRICULTURE & TOURISM**

(Hayssen, Chair; Garlick Lorenzetti, Vice-Chair; Serven, Westfall, Lazzaro)

**PUBLIC HEALTH SERVICES COMMITTEE**

(McGreevy, Chair; Kaiser, Vice-Chair; Lazzaro, Churchill, Garlick Lorenzetti)

**MENTAL HEALTH SERVICES**

(Serven, Chair; McGreevy, Vice-Chair; Reynolds, Prouty, Kaiser)

**HUMAN SERVICES COMMITTEE**

(Lazzaro, Chair; McGreevy, Vice-Chair; Serven, Churchill, Reynolds)

**PUBLIC SAFETY COMMITTEE**

(Kaiser, Chair; Davidson, Vice-Chair; Lazzaro, Serven, Prouty)

**INDIAN AFFAIRS COMMITTEE**

(Shipley, Chair; Hayssen, Vice-Chair; Garlick Lorenzetti, Lazzaro, Churchill)

**ENVIRONMENTAL AFFAIRS COMMITTEE**

(Churchill, Chair; Kubasik, Vice-Chair; Garlick Lorenzetti, McGreevy, Hayssen)

**TECHNOLOGY COMMITTEE**

(Churchill, Chair; Kubasik, Vice-Chair; Reynolds, Prouty, Shipley)

**FINANCE, ASSESSMENT & INSURANCE COMMITTEE**

(Prouty, Chair; Kubasik, Vice-Chair; Garlick Lorenzetti, Shipley, Westfall)

**PUBLIC WORKS COMMITTEE**

(Westfall, Chair; Kubasik, Vice-Chair; Shipley, Davidson, Garlick Lorenzetti)

**TENTATIVE AGENDA**

**SENECA COUNTY  
BOARD OF SUPERVISORS  
STANDING COMMITTEE MEETINGS**

**Tuesday, June 23, 2015 beginning at 5:30 p.m.**

**PLANNING, DEVELOPMENT, AGRICULTURE & TOURISM**

(Hayssen, Chair; Garlick Lorenzetti, Vice-Chair; Serven, Westfall, Lazzaro)

1. **ISSUE:** Appointment of individuals to serve as members on the Seneca County IDA Board
2. **ISSUE:** Contract with Barton & Loguidice for engineering services for the Route 318 sewer project
3. **ISSUE:** Extending the grant contract for Papa Bear Building Renovations at the Historic Courthouse Complex in Ovid
4. **ISSUE:** A letter in support of the National Women's Hall of Fame Consolidated Funding Application to fund Phase III-A to rehabilitate the former Seneca Knitting Mill in Seneca Falls
5. **ISSUE:** The white deer herd is an economic boost for tourism. Supervisor Hayssen would like to make the act of harming white deer within in Seneca County, illegal and punishable by law

**Unfinished Business**

**PUBLIC HEALTH SERVICES COMMITTEE**

(McGreevy, Chair; Kaiser, Vice-Chair; Lazzaro, Churchill, Garlick Lorenzetti)

1. **ISSUE:** Contract with Cathy Bond, Consultant for the Public Health Emergency Preparedness (PHEP) Grant
2. **ISSUE:** Appointment of Dr. Scott Kolsin as a member of the Seneca County Board of Health
3. **ISSUE:** Contract with New York State Department of Health for the Water Enhancement Grant
4. **ISSUE:** Re-appointment of Vickie Swinehart as Director of Public Health
5. **ISSUE:** The Vacancy Committee met on June 16, 2015 and made the following recommendations:
  - Refill 1 Public Health Nurse Position vacant due to resignation (requires only approval by committee)
  - Create and fill 1 Senior Public Health Educator position (*requires a board resolution*);

## TENTATIVE AGENDA

- Backfill 1 Public Health Educator position vacant due to promotion into the position above (contingent upon Board approval to create the position).

### Unfinished Business

#### MENTAL HEALTH SERVICES

(Serven, Chair; McGreevy, Vice-Chair; Reynolds, Prouty, Kaiser)

1. **ISSUE:** The Vacancy Committee met on June 16, 2015 and made the following recommendations:
  - Refill 1 Senior Psychiatric Social Worker position vacant due to resignation (*requires only committee approval*)
  - Backfill 1 Psychiatric Social Worker vacant due to promotion to the position above (*requires only committee approval*)
2. **ISSUE:** The Mental Health Director will review the Seneca County Mental Hygiene Local Services Plan for: Alcohol and Substance Abuse; Developmental Disabilities; and Mental Health
3. **ISSUE:** Mental Health Director to Comment on the Application by Citiva Medical of New York City to the New York State Department of Health (NYS DOH) to grow, research and manufacture Medical Cannabis in Romulus, NY under the NYS Compassionate Care Act of 2014.

### Unfinished Business

#### HUMAN SERVICES COMMITTEE

(Lazzaro, Chair; McGreevy, Vice-Chair; Serven, Churchill, Reynolds)

1. **ISSUE:** 2015 Workforce Development Youth Bureau/Board's Brightest Star Recognition
2. **ISSUE:** A contract with Binnacle Technology Solutions, LLC for Representative Payee Software
3. **ISSUE:** Board of Supervisors approve the appointment of Finger Lakes Workforce Investment Board Members

### Unfinished Business

**TENTATIVE AGENDA**

**PUBLIC SAFETY COMMITTEE**

(Kaiser, Chair; Davidson, Vice-Chair; Lazzaro, Serven, Prouty)

1. **ISSUE:** Accept \$110,000 Grant Award for the Homeland Security Regional Hazmat Grant FY15
2. **ISSUE:** Addressing complaint regarding Hillside Children's Center

**Unfinished Business**

**INDIAN AFFAIRS COMMITTEE**

(Shipley, Chair; Hayssen, Vice-Chair; Garlick Lorenzetti, Lazzaro, Churchill)

1. **ISSUE:** Ongoing Issues regarding Indian Affairs

**DESCRIPTION:** IAC Chair Shipley is seeking session of his committee regarding litigation

**ACTION:** Discussion

**Unfinished Business**

**ENVIRONMENTAL AFFAIRS COMMITTEE**

(Churchill, Chair; Kubasik, Vice-Chair; Garlick Lorenzetti, McGreevy, Hayssen)

1. **ISSUE:** Issues regarding Environmental Affairs

**DESCRIPTION:** Updates on issues / news / concerns regarding Environmental Affairs

**Unfinished Business**

**TECHNOLOGY COMMITTEE**

(Churchill, Chair; Kubasik, Vice-Chair; Reynolds, Prouty, Shipley)

1. **ISSUE:** Issues regarding Technology

**DESCRIPTION:** Updates on issues / news / concerns regarding Technology

**Unfinished Business**

## TENTATIVE AGENDA

### **FINANCE, ASSESSMENT & INSURANCE COMMITTEE**

(Prouty, Chair; Kubasik, Vice-Chair; Garlick Lorenzetti, Shipley, Westfall)

1. **ISSUE:** Charles Bosman to address the committee regarding his suggestion that Seneca County Board of Supervisors share the 4 percent county sales tax revenue with the county's towns, villages and school districts
2. **ISSUE:** Authorize the county treasurer to amend the 2015 budget by transferring funds in excess of \$1,000 as follows:
  - Public Health budget: increase the Liability and Other Insurance account by \$26,801 using funds from the Preschool Contractual account. Purpose: to cover insurance expenses for 2015
  - Division of Human Services budget: increase DSS Administration Building Expense account by \$2,957 using funds from the Temporary Assistance Equipment - Vehicle account. Purpose: to cover the expenses to install a swipe card access entry on the mail room door.
  - County Sewer 2: increase Repairs & Maintenance account by \$12,000 using funds from the Purchase of Treatment account.

#### **Unfinished Business**

### **PERSONNEL COMMITTEE**

(Hayssen, Chair; Kaiser, Vice-Chair, Davidson, Westfall, Reynolds)

1. **ISSUE:** Possible recommendation from the Search Committee for County Manager Position. An executive session is anticipated to discuss the employment history and background of certain individuals

#### **Unfinished Business**

### **PUBLIC WORKS COMMITTEE**

(Westfall, Chair; Kubasik, Vice-Chair; Shipley, Davidson, Garlick Lorenzetti)

1. **ISSUE:** Superintendent of Facilities, Robert Stuck, will brief the committee regarding energy performance contracting

#### **Unfinished Business**

**RESOLUTION AUTHORIZING APPROVAL OF CONTRACT WITH BARTON &  
LOGUIDICE FOR ENGINEERING SERVICES FOR THE ROUTE 318 SEWER PROJECT**

WHEREAS, Seneca County solicited proposals from qualified firms to provide engineering services for the Route 318 Sewer Project; and

WHEREAS, Barton & Loguidice was the firm selected through the Request For Qualifications (RFQ) process; and

WHEREAS, Seneca County desires to contract with Barton & Loguidice to start the work on the project; and

WHEREAS, the funds secured from the New York State Empire Development Corporation will be used for this purpose; and

WHEREAS, the resolution has been reviewed and approved by the Planning, Development, Agriculture & Tourism Committee on June 23, 2015; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors approves contracting with Barton & Loguidice and that the Chairman of the Board of Supervisors be authorized and directed to sign all necessary documentation for the contract, subject to approval of the Seneca County Attorney.

**RESOLUTION AUTHORIZING EXTENSION OF GRANT CONTRACT FOR PAPA BEAR BUILDING  
RENOVATIONS AT THE HISTORIC COURTHOUSE COMPLEX IN OVID, NEW YORK, COMMONLY  
KNOWN AS "THE THREE BEARS" COMPLEX**

WHEREAS, the New York State Department of State has a contract with Seneca County for the purpose of Papa Bear Renovations; and

WHEREAS, New York State Department of State has agreed to extend the grant contract until July 31, 2016, to allow Seneca County the time to spend the remaining project funds; and

WHEREAS, this resolution has been reviewed and approved by the Planning, Development, Agriculture and Tourism Committee at its June 23, 2015 meeting; now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to sign any and all documents necessary to extend Grant Contract #M061163, Papa Bear Renovations until July 31, 2016, subject to approval of the Seneca County Attorney.

**CHAIRMAN OF THE BOARD OF SUPERVISORS AUTHORIZED AND DIRECTED  
TO SIGN A CONTRACT WITH CATHY BOND, CONSULTANT FOR  
PHEP (PUBLIC HEALTH EMERGENCY PREPAREDNESS) GRANT**

WHEREAS, the Health Department has been awarded a PHEP for the period July 1, 2015 through June 30, 2016; and

WHEREAS, Cathy Bond is a consultant who has been working with the Health Department on Emergency Planning for eight years; and

WHEREAS, her duties under this grant her duties would include: performing monthly surveillance activities and reports, completing a monthly newsletter, annual plan review and updates, participate in the planning and implementation of required exercises/drills/trainings and completion of the HSEEP after action reports; and

WHEREAS, the funding for these services is in the county budget account 10-4010-54702; and

WHEREAS, she will be paid \$3,300 per month an amount not to exceed \$39,600; and

WHEREAS, the Public Health Committee has approved this contract; now, therefore be it

**RESOLVED**, That the Chairman of the Board of Supervisors is hereby authorized and directed to sign a contract with Cathy Bond, Consultant, for PHEP Grant activities for the period July 1, 2015 through June 30, 2016 for the amount not to exceed \$39,600.

**BOARD OF SUPERVISORS APPOINTS**

**DR. SCOTT KOLSIN**

**TO THE SENECA COUNTY BOARD OF HEALTH**

WHEREAS, the Seneca County Health Department of Health currently has a vacancy for a Physician member due to the relocation of Dr. Grace Freier; and

WHEREAS, Dr. Scott Kolsin, is a Seneca County resident and practicing Physician at LifeCare Medical Associates; and

WHEREAS, he is currently the Physician for the County Tuberculosis Control Program; and

WHEREAS, Dr. Kolsin has expressed an interest in joining the Board of Health; and

WHEREAS, the appointment will be for a six-year term for the period January 1, 2015 through December 31, 2020; and

WHEREAS, the Public Health Committee has approved the appointment of Dr. Kolsin; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby appoints Dr. Scott Kolsin to a six year term on the Seneca County Board of Health.

**CHAIRMAN OF THE BOARD OF SUPERVIORS AUTHORIZED AND DIRECTD TO  
SIGN A CONTRACT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH  
FOR THE WATER ENHANCEMENT GRANT**

WHEREAS, the New York State Department of Health has awarded the Seneca County Health Department \$92,849 for the period of April 1, 2015 through March 31, 2016 for the Water Enhancement Grant; and

WHEREAS, it is necessary for the Chairman to sign the contract to receive these funds;  
and

WHEREAS, the funds are reflected in account 104011-54709; and

WHEREAS, the Public Health Committee has approved this grant; now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to sign a contract with the New York State Department of Health for the Water Enhancement Grant for the period of time April 1, 2015 through March 31, 2016 in the amount of \$92,849.

**BOARD OF SUPERVISORS RE-APPOINTS VICKIE SWINEHART DIRECTOR OF PUBLIC HEALTH**

WHEREAS, the term of office for the Public Health Director has expired; and

WHEREAS, it would be in the best interest of Seneca County to reappoint an experienced Director of Public Health; and

WHEREAS, the appointment will be for a six year term as specified in Public Health Law with the term expiring July 6, 2021; and

WHEREAS, the Public Health Committee has recommended the re-appointment of Vickie Swinehart to the position of Public Health Director; and

WHEREAS, the Public Health Committee has approved the re-appointment; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby re-appoints Vickie Swinehart to a six year term as the Director of Public Health with a term to expire on July 6, 2021.

**BOARD OF SUPERVISORS APPROVE THE CREATION AND FILLING OF A  
SENIOR PUBLIC HEALTH EDUCATOR POSITION**

WHEREAS, the Public Health Department is working with the S2AY Rural Health Network in efforts to achieve National Accreditation; and

WHEREAS, a collaboration with the S2AY Rural Health Network is advantageous to Seneca County in achieving National Accreditation; and

WHEREAS, an effective Quality Assurance Program is essential to success in achieving and maintaining National Accreditation; and

WHEREAS, the activities required to create and maintain an effective Quality Assurance Program are not presently assigned to any position in the Public Health Department; and

WHEREAS, the addition of the necessary responsibilities will require the creation of a Senior Public Health Educator; and

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

WHEREAS, the vacancy committee and Public Health Committees have approved the creation and filling of this position; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes the creation and filling of a Senior Public Health Educator position; and be it further

RESOLVED, that the Board of Supervisors authorizes the following amendments to the 2015 Seneca County Budget:

DECREASE:	104147-54700 (Early Intervention Contractual	\$20,902.00
INCREASE:	104010-51100 (Public Health Admin Salaries)	\$12,124.00
INCREASE:	104010-58100 (Public Health Admin Retirement)	\$2,279.00
INCREASE:	104010-58300 (Public Health Admin Social Security)	\$ 752.00
INCREASE:	104010-58400 (Public Health Admin Workers Comp)	\$ 242.00
INCREASE:	104010-58600 (Public Health Admin Health Insurance)	\$5,329.00
INCREASE:	104010-58700 (Public Health Admin Medicare)	\$ 176.00

**2015 WORKFORCE DEVELOPMENT YOUTH BUREAU/BOARD'S BRIGHTEST STAR RECOGNITION**

WHEREAS, the Brightest Star Award recognizes one female and one male 6th grade student in Seneca County; and

WHEREAS, nominations are received from school personnel, and other youth serving agencies; and

WHEREAS, students were nominated and chosen for consistently reflecting the 5 Points of Light: Academics, Involvement in School or Community Activities, Responsibility, Respect, and Compassion; and

RESOLVED, the Seneca County Youth Bureau and Youth Board and the Seneca County Board of Supervisors recognize and congratulate the following students for being selected for the 2015 Brightest Star Award.

Camden Wehrle

Seneca Falls Central School District

Town of Seneca Falls

Daniel Cornelius

Romulus Central School

Town of Romulus

**BOARD OF SUPERVISORS TO APPROVE THE CONTRACT WITH BINNACLE TECHNOLOGY SOLUTIONS, LLC  
FOR REPRESENTATIVE PAYEE SOFTWARE**

WHEREAS, the Division of Human Services solicited proposals from qualified vendors for the provision of a Windows-based software to manage client accounts, maintain records needed for Social Security Representative Annual reports, and create the annual report; and

WHEREAS, a proposal was received from Binnacle Technology Solutions, LLC, 762 Boston Post Road, Madison, CT, and has been presented and reviewed by DHS and IT staff with consultation with the County Treasurer; and

WHEREAS, recommendation for approval of initial purchase of ACCUFUND software, implementation and training for \$19,980 and with annual Maintenance fees of \$1,795 per year beginning in 2016; and

WHEREAS, this software that will automate and streamline the oversight of representative payee income; and

WHEREAS, the funds are budgeted in the following account:

DHS Computer Software	106010-52300	+\$20,000;
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Now, therefore be it

RESOLVED, that Binnacle Technology Solutions, LLC be awarded the contract for this service and, upon review and approval by the Seneca County Attorney, that the Chairman of the Board of Supervisors is authorized to sign the necessary contracts and agreements for purchase and implementation of this software.

**BOARD OF SUPERVISORS APPROVE APPOINTMENTS TO THE  
FINGER LAKES WORKFORCE INVESTMENT BOARD MEMBERS**

WHEREAS, the Seneca County Board of Supervisors has authorized the creation of the Finger Lakes Workforce Investment Board for the counties of Ontario, Wayne, Seneca and Yates in compliance with the Workforce Innovation and Opportunity Act (WIOA); and

WHEREAS, the appointment of the public sector Workforce Investment Board Members must be endorsed by the four counties of Ontario, Wayne, Seneca and Yates; and

WHEREAS, per the NYS WIOA requirements, the Seneca County Board of Supervisors must endorse the following public and private sector representatives to the Finger Lakes Workforce Investment Board for the terms noted:

Public Sector

Paul D. Peters  
President  
CSEA Local 859/Finger Lakes Central Labor Council  
24 William Street  
Lyons, New York 14489  
07/01/2015 – 06/30/2016

Robert C. Trouskie, Sr.  
Director of Field Services  
Workforce Development Institute  
30 North Union Street  
Rochester, New York 14607 – Suite 204  
07/01/2015 – 06/30/2017

Joesph Pellerite  
Vice President  
D'Connell Electric  
830 Phillips Road  
Victor, New York 14564  
07/01/2015 – 06/30/2018

Michael Davis  
Business Manager  
IBEW Local 840  
P.O. Box 851  
Geneva, New York 14456  
07/01/2015 – 06/30/2018

Barbara G. Risser, Ed.D.  
President  
Finger Lakes Community College  
07/01/2015 – 06/30/2016

**HUMAN SERVICES #3  
CMTE MTG 6-23-15**

3325 Marvin Sands Drive  
Canandaigua, New York 14424

Carol A. Kramer  
Director of Counseling  
ACCES-VR, Rochester District Office  
109 South Union Street  
Rochester, New York 14607

07/01/2015 – 06/30/2017

Scott A. Bischoping  
District Superintendent  
Wayne-Finger Lakes BOCES  
131 Drumlin Court  
Newark, New York 14513

07/01/2015 – 06/30/2018

Ann Scheetz  
Executive Director  
Ontario ARC  
3071 County Complex Drive  
Canandaigua, New York 14424

07/01/2015 – 06/30/2017

Robert Doeblin  
Director of Housing Operations  
Geneva Housing Authority  
P.O. Box 153  
Geneva, New York 14456

07/01/2015 – 06/30/2018

Private Sector

Gregory P. Lazzaro  
Supervisor  
Seneca County Board of Supervisors  
1 DiPronio Drive  
Waterloo, New York 13165

07/01/2015 – 06/30/2016

Charles L. Schillaci  
Commissioner  
Seneca County Division of Human Services  
1 DiPronio Drive  
Waterloo, NY 13165

07/01/2015 – 06/30/2018

**HUMAN SERVICES #3  
CMTE MTG 6-23-15**

Stephen R. Brusso  
Site Manager  
Evans Chemetics, LP  
228 East Main Street  
Waterloo, New York 13165

07/01/2015 – 06/30/2016

Mary Lee Burnell  
Administrator  
Seneca Nursing and Rehabilitation Center, LLC  
200 Douglas Drive  
Waterloo, New York 13165

07/01/2015 – 06/30/2017

Lori M. Parish  
AVP/Corporate Secretary/HR Associate  
20 E. Bayard Street  
Seneca Falls, New York 13148

07/01/2015 – 06/30/2017

Kelly Noyes  
Vice President-Human Resources  
ITT/Industrial Process  
240 Fall Street  
Seneca Falls, New York 13148

07/01/2015 – 06/30/2018

Mr. Joseph Hamm  
Commissioner's Regional Representative  
New York State Department of Labor  
276 Waring Road  
Rochester, New York 1460

07/01/2015 – 06/30/2018

WHEREAS, these appointments have been reviewed and approved by the Human Services Committee on June 23, 2015; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby appoint the individuals listed above to the Finger Lakes Workforce Investment Board; and be it

FURTHER RESOLVED, that the Clerk to the Board of Supervisors send a certified copy of this resolution to the Finger Lakes Workforce Investment Board and to the Clerks of the Boards of Ontario, Wayne and Yates Counties.

**AUTHORIZE ACCEPTANCE OF THE HOMELAND SECURITY REGIONAL HAZMAT GRANT FY15**

WHEREAS, the Seneca County Office of Emergency Services has been awarded a FY15 State Homeland Security Regional Hazardous Materials Grant; and

WHEREAS, the grant award is \$110,000 (with no local match), and must be used for the sustainment of existing equipment and for the purchase of equipment for the four county Regional HazMat Team (Seneca, Ontario, Yates & Wayne); and

WHEREAS, the Public Safety Committee approved the grant at its meeting on June 23, 2015; now, therefore be it

RESOLVED, the Seneca County Board of Supervisors approves the acceptance of this grant and authorizes the Chairman of the Board of Supervisors to e-sign all grant paperwork; and be it further

RESOLVED, that the Board of Supervisors authorizes the County Treasurer to amend the 2015 Homeland Security Program Grant budget:

Increase revenue line State Aid SHSP 103642-43005 \$110,000

And

Create expense line 103642 54721 HM 15 \$110,000

**SUPERVISORS AUTHORIZE AMENDMENTS TO 2015 SENECA COUNTY BUDGET**

WHEREAS, amendments to the 2015 Seneca County Budget are necessary and appropriate; and

WHEREAS, funding is available in the object codes identified herein; and

WHEREAS, these amendments have been reviewed and approved by the Finance, Assessment and Insurance Committee; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes the following amendments to the 2015 Seneca County Budget:

**PUBLIC HEALTH**

Decrease:	104149-54700 (Pre-School Contractual)	\$26,801
Increase:	104010-54560 (Liability & Other Insurance)	\$26,801

**DHS**

Decrease:	106010-52600 ss01 (Temporary Assistance Equipment -Vehicle)	\$2,957
Increase:	106010-54120 ss20 (DSS Administration Building Expense)	\$2,957

**Sewer District 2**

Decrease:	338110-54142 (Purchase of Treatment)	\$12,000
Increase:	338110-54220 (Repairs & Maintenance)	\$12,000