

**TENTATIVE AGENDA**

**SENECA COUNTY  
BOARD OF SUPERVISORS  
REGULAR MEETING**

**January 8, 2019 at 6:30 p.m.**

- 1. Call to Order**
- 2. Roll Call of Members by the Clerk**
- 3. Pledge of Allegiance and Moment of Silence**
- 4. Presentations**
- 5. Petitioners**
- 6. Open Privilege of the Floor**
- 7. Approval of Meeting Minutes**
- 8. Reports of Standing Committees**
- 9. Report of Special Committees**
- 10. Chairman's Remarks**
- 11. County Manager's Remarks**
- 12. County Attorney's Remarks**
- 13. Communications:**
  1. A copy of the Seneca County Historian 2018 Annual Report.
  2. A copy of the Seneca County Health Department 2017 Annual Report.
  3. From Seneca County Tourism Promotion Agency – Seneca County Chamber of Commerce, a copy of the Finger Lakes Gateway Connections Community Guide.
  4. A copy of Seneca County IDA meeting minutes for December 6, 2018.
  5. From Earl Van Wormer, III, Chairman of the Schoharie County Board of Supervisors, a letter dated December 1, 2018 to NYS Department of Environmental Conservation, expressing the sentiment of Schoharie County's legislative body that the State has failed to offer workable and substantial solutions to the problems associated with the recycling market and call on the DEC and the Governor to take the lead in implementing real relief from this crisis.
  6. A copy of Orange County Resolution No. 330 of 2018, "Resolution calling for New York State legislative action to classify as Controlled Substances certain Fentanyl "Analogues" that are Responsible for Opioid Overdose Deaths".

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7. From Seneca County Attorney Frank Fisher, a copy of a letter dated December 14, 2018 to Board of Supervisors Chairman Robert Shipley, advising of his retirement and resignation effective close of the business day, January 8, 2019.
8. A copy of the Seneca County Planning Board meeting minutes of December 13, 2018.

**RESOLUTIONS & MOTIONS**



**AUTHORIZE CHAIRMAN OF THE BOARD OF SUPERVISORS TO SIGN CONTRACT  
WITH FRONTRUNNER NETWORK SYSTEMS, CORP.**

WHEREAS, the Seneca County Avaya phone system software and hardware have reached end of life; and

WHEREAS, the Information Technology Department reviewed various options and solicited quotes from vendors; and

WHEREAS, request for quotes were issued September 24th 2018 and quotes were received from Frontrunner Network Systems, Corp., Frontier and FirstLight; and

WHEREAS; after careful consideration of all options and after careful review it was determined that Frontrunner Network Systems, Corp, 300 Main Street, Suite 22, East Rochester, NY 14445 can provide the best service and most cost effective solution, for an amount of \$181,561.97; and

WHEREAS, the refund of prior year expense received from Verizon will be used to fund this phone system with the balance to go to the IT Reserve; and

WHEREAS, this resolution has been reviewed and approved by the Ways and Means Committee on December 27, 2018; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors approves the contract be awarded to Frontrunner Network Systems, Corp to provide and support a new IP phone system to replace the aging System County wide; and be it further

RESOLVED, upon review and approval by the County Attorney as to form, that the Seneca County Board of Supervisors authorizes and directs the County Manager to sign any and all documents to enter into an agreement with Frontrunner Network Systems, Corp; and be it further

RESOLVED, that the Department of Finance is hereby authorized and directed to make the necessary budgetary and accounting entries to affect the intent of this resolution and amend the 2018 budget as follows:

Revenue	103640 42701	Refund Prior Year Expense	\$197,522	Increase
Appropriations	103640 59950	Transfer to IT Reserve	\$197,522	Increase

Revenue	101680 49994	IT Reserve Revenue	\$181,562	Increase
Appropriations	101680 52500	Equipment Communications	\$181,562	Increase

And be it further

RESOLVED, that certified copies of this resolution be sent by the Clerk of this Board of Supervisors to Frontrunner Network Systems, Corp. 300 Main Street, Suite 22, East Rochester, NY 14445.

**BOARD OF SUPERVISORS DECLARES VEHICLES AND OFFICE ITEMS AS SURPLUS**

WHEREAS, Seneca County has accumulated office items and vehicles that have no use for the County; and

WHEREAS, the following items are declared surplus by the Board of Supervisors

- 2009 Dodge Caravan, VIN # 2D8HN44E49R66669
- 2010 Ford F350 Pickup Truck #25, VIN # 1FTWF3B50AEB25555
- 4 Metal Desks
- 100 Miscellaneous Chairs

WHEREAS, the Board of Supervisors authorizes the Superintendent of Facilities to dispose of said surplus; and

WHEREAS, upon recording sales revenue a budget transfer will be made to the Contingency Fund; and

WHEREAS, the Public Works Committee reviewed and approved this Resolution on December 27, 2018; and now, therefore be it

RESOLVED, the Board of Supervisors authorizes the Superintendent of Facilities to dispose of these surplus items with all proceeds to be transferred to the Contingency Fund, account number 101990-54700.

**APPROVE SUPPLEMENTAL AGREEMENT WITH  
BARTON & LOGUIDICE FOR THE ROUTE 318 SANITARY SEWER PROJECT**

WHEREAS, Seneca County (County) is progressing with the construction of the Route 318 Sanitary Sewer Project (Project); and

WHEREAS, Resolution Nos. 143-15, 189-16, 204-17 and 181-18 approved contracting with Barton & Loguidice, D.P.C., Consulting Engineers, for Planning, Design, Permitting, Bidding, Construction Administration and Observation of the Project; and

WHEREAS, Resolution No. 57-18 authorized an agreement with the New York State Thruway Authority (NYSTA) to provide sewer service to the NYSTA and State Police facility in the Town of Junius; and

WHEREAS, NYSTA has agreed to contribute up to One Million Three Hundred Ninety-Two Thousand Five Hundred Ninety-Four Dollars (\$1,392,594.00) to the construction of the Project; and

WHEREAS, additional Construction Administration and Observation Services are required to complete the NYSTA portion of the Project; and

WHEREAS, additional Administrative Support is necessary to finalize the Inter-municipal Agreement (IMA) between the County, Seneca Falls, Tyre and Junius; and

WHEREAS, Barton & Loguidice has submitted Contract Amendment Number 4 (Amendment) to the Agreement dated August 4, 2015 that will authorize a fee of up to \$120,000 to cover the Construction Phase and IMA services; and

WHEREAS, funds have been identified in the overall project budget to pay for these services; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee on December 27, 2018; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors approves Amendment Number 4 to the August 4, 2015 agreement with Barton & Loguidice for additional Construction Administration and Observation Support in the amount not to exceed \$120,000; and be it further

RESOLVED, that the Department of Finance be authorized to make the necessary budgetary and accounting entries to effect the intent of this resolution; and be it further

RESOLVED, that the Seneca County Manager is directed and authorized to sign all necessary documents relating to Barton & Loguidice Amendment Number 4 to the August 4, 2015 agreement with Seneca County for the Route 318 Sanitary Sewer Project.

**BOARD OF SUPERVISORS AUTHORIZES COMPENSATION FOR  
SERVICES AS ACTING SENECA COUNTY DISTRICT ATTORNEY  
(PENDING COMMITTEE APPROVAL)**

WHEREAS, the elected Seneca County District Attorney Barry L. Porsch was vacated on January 1, 2019 based upon the election of said Barry L. Porsch to the position of Seneca County Judge, and Mark Sinkiewicz, as 1<sup>st</sup> Assistant District Attorney, as of January 1, 2019, assumed the duties of the District Attorney as Acting District Attorney for Seneca County pending the appointment of an interim District Attorney or election of a new District Attorney; and

WHEREAS, it is apparent to the Board of Supervisors that it is fit and proper that the Acting District Attorney be compensated for his services by salary stipend until such time as there is a new District Attorney appointed or elected to the position; and

WHEREAS there are funds available allocated to personnel of the District Attorney's Office in the 2019 County Budget to pay the full designated District Attorney salary of \$197,600, to be prorated per biweekly pay period, effective January 1, 2019, to be paid until the appointment or election of a Seneca County District Attorney; and

WHEREAS, this resolution has been approved by the Public Safety and Criminal Justice Committee of the Board of Supervisors at its January 8, 2019 meeting; now, therefore be it

RESOLVED, that the County Personnel Officer and Finance Department are authorized and directed to compensate Acting District Attorney Mark Sinkiewicz the designated salary of the District Attorney of \$197,600, prorated per bi-weekly payment, until the appointment or election of the next Seneca County District Attorney.

**AUTHORIZE CONCESSIONAIRE AGREEMENT FOR RENTAL CAR SERVICES  
AT FINGER LAKES REGIONAL AIRPORT**

WHEREAS; Seneca County owns and operates the Finger Lakes Regional Airport (FLRA); and

WHEREAS; offering transportation options to visiting pilots and passengers can increase aviation traffic and fuel sales; and

WHEREAS; currently other surrounding airports in the Finger Lakes region have a competitive advantage by offering rental car services; and

WHEREAS; airport and planning staff met with representatives of Enterprise Rent-A-Car in Geneva, NY to discuss entering into a concessionaire agreement for rental car services at FLRA; and

WHEREAS; there would be no direct cost to Seneca County for this service; and

WHEREAS; this resolution was approved by the Economic Development and Tourism Committee on December 27, 2018; now, therefor be it

RESOLVED, that the Board of Supervisors authorizes and directs the County Manager to sign a Concessionaire Agreement with Enterprise to provide rental car services at the Finger Lakes Regional Airport.

**BOARD OF SUPERVISORS AUTHORIZE PUBLIC HEARING FOR  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

WHEREAS, New York State Office of Home and Community Renewal (OCR) oversees the Community Development Block Grant (CDBG) Program administered by New York State; and

WHEREAS, Seneca County is a recipient of CDBG funds administered by NYS OCR for the purpose of operating a revolving loan fund; and

WHEREAS, OCR notified Seneca County of a change in policy regarding the retention of CDBG program income for current and past recipients of CDBG funding; and

WHEREAS, the policy change will require Seneca County to return any uncommitted program income to OCR unless Seneca County can expend or commit these funds to CDBG eligible activities prior to March 31, 2019; and

WHEREAS, OCR considers activities undertaken by the Finger Lakes Regional Land Bank Corporation to be CDBG eligible; and

WHEREAS, Seneca County intends that currently uncommitted program income remains in Seneca County for activities that directly benefit Seneca County; and

WHEREAS, Seneca County is required to hold a public hearing to provide information and to consider citizen comments prior to revising its Program Income Plan and committing funds to the Finger Lakes Regional Land Bank; and

WHEREAS, this resolution was approved by the Economic Development & Tourism Committee on December 27, 2018; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hold a public hearing in 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 12, 2019 to consider citizen comments regarding the County's intent to transfer CDBG Program Income to the Finger Lakes Regional Land Bank Corporation; 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 ten (10) days prior thereto.



**BOARD OF SUPERVISORS ESTABLISHES 2019 FUNDING APPROPRIATION FOR THE TOURISM  
PROMOTION AGENCY; SENECA COUNTY CHAMBER OF COMMERCE**

WHEREAS, the Seneca County Board of Supervisor Resolution No. 219-18 designated the Seneca County Chamber of Commerce (SCCC) the Tourism Promotion Agency (TPA); and

WHEREAS, it is in the interest of Seneca County to maintain a viable TPA for the promotion of tourism and the pursuit of sustained economic benefit from the second largest industry in the county; and

WHEREAS, it is in the interest for the TPA to have a predictable funding stream for annual operations; and

WHEREAS, the Board of Supervisors established a policy in 2017 to fund the TPA at 90% of annual Hotel & Motel Occupancy Tax revenue; and

WHEREAS, the Adopted 2019 County Budget estimates Hotel Motel Occupancy Tax revenue to be \$450,000; now, therefore be it

RESOLVED, the Seneca County Board of Supervisors authorizes and directs the County Manager to implement this funding appropriation and distribute FY2019 TPA funding not to exceed 90% of the 2019 Hotel Motel Occupancy Tax revenue in four quarterly payments.

**SENECA COUNTY MANAGER AUTHORIZED AND DIRECTED TO SIGN A MODIFICATION TO EXISTING  
SERVICE AGREEMENT WITH CATHY BOND, EMERGENCY PLANNING CONSULTANT**

WHEREAS, Cathy Bond is a consultant with the Health Department for the Emergency Preparedness Program; and

WHEREAS, her existing agreement needs to be modified to include Surveillance Activities; and  
WHEREAS the additional cost for these services will be no more than \$4,000; and

WHEREAS these funds will be paid for from Emergency Preparedness Grant funds which are included in the 2018 and 2019 Public Health Department budgets, Account No. 104010-54702; and

WHEREAS, the Health and Human Services Committee recommended approved this agreement at its December 27, 2018 meeting; now, therefor be it

RESOLVED, that the County Manager is hereby authorized and directed to sign a modification to the existing service agreement with Cathy Bond for Emergency Planning Consultation services for the period of July 1, 2018 to June 30, 2019.

**COUNTY MANAGER AUTHORIZED AND DIRECTED TO SIGN A CONTRACT WITH THE NEW YORK STATE  
DEPARTMENT OF HEALTH FOR THE LEAD POISONING PREVENTION PROGRAM GRANT**

WHEREAS, the New York State Department of Health has awarded the Seneca County Health Department \$27,396 for the period October 1, 2018 through September 30, 2019 for the administration of the Lead Poisoning Prevention Program; and

WHEREAS, it is necessary for the County Manager to sign the contract then receive the funding; and

WHEREAS, these grant funds have been included in the 2019 County Budget for the Health Department; and

WHEREAS, the Health and Human Services Committee recommended approval of the resolution at its December 27, 2018 meeting; now, therefore be it

RESOLVED, that the County Manager is hereby authorized and directed to sign a contract with the New York State Department of Health for the Lead Poisoning Prevention Program Grant for the period of October 1, 2018 through September 30, 2019 in the amount of \$27,396.

- 23. Unfinished Business**
- 24. New Business**
- 25. Special Order of the Day**