TENTATIVE AGENDA
Seneca County Board of Supervisors
Standing Committee Meetings
January 22, 2019

PUBLIC WORKS COMMITTEE
(TROUT, Chair; HAYSSEN, Vice-Chair; GARLICK-LORENZETTI; KRONENWETTER; BROWNELL)

1. ISSUE: Seneca Lake Water District Water Bill

DESCRIPTION: Members of the Varick Town Board have requested the opportunity to address the Public Works Committee to review and discuss the pending disagreement related to billing.

ACTION: For Discussion

2. ISSUE: Facilities Master Plan

DESCRIPTION: A discussion with the Board is requested to discuss the status of facility planning and considerations and to discuss next steps.

ACTION: For Discussion

3. ISSUE: Authorize Solicitation of Bids for Construction Services to Complete Administrative Building at Sampson Veterans Memorial Cemetery (click to view draft resolution)

4. ISSUE: Authorize Solicitation of Bids for Construction Services to Complete Maintenance Store Building at Sampson Veterans Cemetery (click to view draft resolution)

5. ISSUE: Accept NYS Environmental Facilities Corp. Award for Seneca County Sewer District 1 (click to view draft resolution)

6. ISSUE: Accept NYS Environmental Facilities Corp. Award for Seneca County Sewer District 2 (click to view draft resolution)

7. ISSUE: Use and Occupancy Agreement with New York State Department of Transportation for Route 318 Sanitary Sewer Project (click to view the draft resolution)

Unfinished Business

1. ISSUE: Continued discussion regarding the acquisition of NYS Route 414 Sewer from Seneca County IDA & execution of Inter-Municipal Agreement for Wastewater Conveyance, Treatment, Operation and Maintenance

DESCRIPTION: The committee reviewed a draft resolution on November 27, 2018 authorizing the acquisition of NYS Rte. 414 sewer from Seneca County IDA. The committee voted to postpone consideration of the draft resolution until after a pending meeting in December of all parties / legal counsel involved. (click to view draft resolution)

New Business
HEALTH & HUMAN SERVICES COMMITTEE
(McGreevy, Chair; Lazzaro, Vice-Chair; Hayssen, Reynolds, Hochadel)

1. ISSUE: Board of Supervisors approve Seneca County Community Services Board’s appointment of Suzanne Lee (click to view draft resolution)

2. ISSUE: Board of Supervisors approves Seneca County Community Services Board’s (CSB) appointment of Mental Health Subcommittees Chairperson (click to view draft resolution)

3. ISSUE: Grant award of $34,500 from Rural Health Network to Support d Certified Peer Recovery Advocate Reimbursement for Services (click her to view draft agenda)

4. ISSUE: Public Health Department to solicit bids for the Annual Household Hazardous Waste Collection Event

   DESCRIPTION: The Health Department is preparing for the 2019 Annual Household Hazardous Waste Collection event to be held in the fall. The Health Department will be submitting an RFP for the HHW collection event. Money for the Annual Household Hazardous Waste Collection event is in the Public Health budget 10-4011-54801.

   ACTION: Information purposes

Unfinished Business

New Business

AGRICULTURE & ENVIRONMENTAL AFFAIRS COMMITTEE
(Kronenwetter, Chair; Lott, Vice-Chair; Garlick-Lorenzetti; Davidson; Kaiser)

1. ISSUE: Lack of funding for the north portion of Seneca County and Cayuga Lake

   DESCRIPTION: There are several counties that have been awarded funding to assist in maintaining / improving the health of their lakes. The data from NYS DEC shows that Cayuga Lake has been in decline since the seventies, yet there is no history of being awarded any funding for the health of Cayuga Lake or the northern portion of Seneca County.

   ACTION: For discussion.

Unfinished Business

New Business
TENTATIVE AGENDA

Seneca County Board of Supervisors

Standing Committee Meetings
January 22, 2019

INDIAN AFFAIRS COMMITTEE
(Hayssen, Chair; Kronenwetter, Vice-Chair; Garlick-Lorenzetti; Lazzaro; Lott)

1. ISSUE: Ongoing Issues regarding Indian Affairs

   DESCRIPTION: Updates on issues / news / concerns regarding Indian Affairs

   ACTION: Discussion

Unfinished Business

New Business

ECONOMIC DEVELOPMENT & TOURISM COMMITTEE
(Kaiser, Chair; Trout, Vice-Chair; McGreevy, Lott, Brownell)

1. ISSUE: Seneca County Comprehensive Plan

   DESCRIPTION: A discussion with the Board is requested to discuss the importance of an Adopted Comprehensive Plan for the County and to resolve any impediments to accomplishing this goal.

   ACTION: For Discussion

2. ISSUE: Supervisors approve the official undertaking of Public Employees Fidelity Bond for Genesee/Finger Lakes Regional Planning Council (click to view draft resolution)

3. ISSUE: Appoint Seneca County Designee for membership on the Genesee Planning Council Planning Committee for a term of one year (Jan – Dec 2019). Current representative is Sam Priem, Commissioner of Public Works (click to view draft resolution)

4. ISSUE: Appoint Board of Supervisor Representative for membership on the Seneca County Cornell Cooperative Extension Board of Directors for a one year term (Jan – Dec 2019). Current representative is Sprvr. Lott (click to view draft resolution)

5. ISSUE: Appoint Board of Supervisor Representatives for membership on the Soil & Water Conservation District Board of Directors for a one year term (Jan – Dec 2019). Current representatives are Sprvrs. Reynolds and McGreevy (click to view draft resolution)

Unfinished Business

New Business
WAYS & MEANS COMMITTEE  
(Reynolds, Chair; Kaiser, Vice-Chair; Davidson, Trout, Hochadel)

1. ISSUE: Contract for 2019 Funding with Beverly Animal Shelter (click to view draft resolution)

2. ISSUE: 2019 Appropriation for Soil & Water Conservation District (click to view draft resolution)

Unfinished Business

New Business

HUMAN RESOURCES & GOVERNMENT OPERATIONS COMMITTEE  
(Davidson, Chair; Garlick Lorenzetti, Vice-Chair; McGreevy; Lazzaro; Trout)

1. ISSUE: Revise Policy No. 102.100 "Job Evaluation/Management Salary System" (click to view draft resolution)

Unfinished Business

New Business

PUBLIC SAFETY & CRIMINAL JUSTICE COMMITTEE  
(Brownell, Chair; Hochadel, Vice-Chair; Davidson, Reynolds, Prouty)

1. ISSUE: Recommendation from the Vacancy Committee  
   DESCRIPTION: The Vacancy Committee met on January 8, 2019 and made the following recommendation
   - Deputy Sheriff Recruits positions
   ACTION: Committee recommendation to authorize filling of two (2) Deputy Sheriff Recruit positions. No Board Resolution necessary.

2. ISSUE: Intermunicipal Agreement with Monroe County for Medical Examiner Services to perform autopsies as needed; term of contract is one year with option to renewal for additional year (click to view draft resolution)

Unfinished Business

New Business
SUPERVISORS AUTHORIZE SOLICITATION OF BIDS FOR CONSTRUCTION SERVICES TO COMPLETE ADMINISTRATIVE BUILDING AT THE SAMPSON VETERANS MEMORIAL CEMETERY

WHEREAS, the Sampson Veterans Memorial Cemetery (SVMC) is owned and operated by Seneca County as a municipal cemetery to honor the memory of veterans who have made personal sacrifices in the service of their country; and

WHEREAS, by Resolution No. 37-18, the Seneca County Board of Supervisors authorized and directed the County Manager to sign all necessary documents to accept and administer the $2,000,000 State and Municipal Facilities Program (SAM) grant administered by the Dormitory Authority of the State of New York (DASNY) to support capital improvements and renovations to the former firehouse facility at the SVMC; and

WHEREAS, this grant program requires no match from Seneca County; and

WHEREAS, by Resolution No. 246-18, the Seneca County Board of Supervisors selected T.Y. Lin International to serve as the architectural and engineering firm for renovation and build-out of the former firehouse structure to serve as the Administrative Building at SVMC; and

WHEREAS, T. Y. Lin International developed design and specification documents to award prime contracts for General Construction, HVAC, Plumbing and Electrical Construction, and Furniture and Installations; and

WHEREAS, the Public Works Committee reviewed and approved this resolution at its January 22, 2019 meeting; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby authorizes and directs the Commissioner of Public Works to prepare and solicit bids for construction services to complete renovations to and build-out of the former firehouse structure at the Sampson Veterans Memorial Cemetery to serve as the Administration Building.

(Click to go back)
SUPERVISORS AUTHORIZE SOLICITATION OF BIDS FOR CONSTRUCTION SERVICES TO COMPLETE MAINTENANCE STORAGE BUILDING AT THE SAMPSON VETERANS MEMORIAL CEMETERY

WHEREAS, the Sampson Veterans Memorial Cemetery (SVMC) is owned and operated by Seneca County as a municipal cemetery to honor the memory of veterans who have made personal sacrifices in the service of their country; and

WHEREAS, by Resolution No. 107-16, the Seneca County Board of Supervisors authorized and directed the County Manager to sign all necessary documents to accept and administer the $200,000 New York Department of State Community Project Grant Contract M031321 in support of the Sampson Veterans Memorial Cemetery; and

WHEREAS, this grant program requires no match from Seneca County; and

WHEREAS, by Resolution No. 128-16, the Seneca County Board of Supervisors selected T.Y. Lin International for Professional Engineering and Project Management Service in support of this grant and the construction of a Maintenance Storage Building at SVMC; and

WHEREAS, T. Y. Lin International developed design and specification documents to award a prime contract for General Construction; and

WHEREAS, the Public Works Committee reviewed and approved this resolution at its January 22, 2019 meeting; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby authorizes and directs the Commissioner of Public Works to prepare and solicit bids for construction services to construct a Maintenance Storage Building at the Sampson Veterans Memorial Cemetery.

(Click to go back)
SENeca COUNTY BOARD OF SUPERVISORS ACCEPTS NYS ENVIRONMENTAL FACILITIES CORPORATION
AWARD FOR SENECA COUNTY SEWER DISTRICT 1

WHEREAS, by Resolution 148-18, the Board of Supervisors approved and authorized the submission of a Consolidated Funding Application to the Wastewater Infrastructure Engineering Planning Grant (EPG) Program to evaluate existing Inflow & Infiltration issues within Seneca County Sewer District 1; and

WHEREAS, Seneca County has been awarded up to $30,000 for Sewer District 1; and

WHEREAS, Seneca County Sewer District 1 will be responsible for a 20% match of up to $6,000; and

WHEREAS, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law; and

WHEREAS, this resolution was approved by the Public Works Committee on January 22, 2019; now, therefore be it

RESOLVED, that the Board of Supervisors does hereby authorize and direct the County Manager to execute a Grant Agreement with NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the project and to fulfill Seneca County’s obligation under the Grant Agreement; and be it further

RESOLVED, that the Department of Finance is hereby authorized and directed to amend the 2019 budget as follows with unused portions flowing into future years:

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Appropriations</th>
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<tbody>
<tr>
<td>328110-43989-EFC 82324</td>
<td>Other Income</td>
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<td>328110-54140</td>
<td>Utilities</td>
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<td>328110-54330-EFC 82324</td>
<td>Professional fees</td>
</tr>
</tbody>
</table>

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 Board of Supervisors declares itself Lead Agency under the State Environmental Quality Review Act, and determines that the proposed Inflow & Infiltration study to be performed is a Type II action in accordance with 6 CRR-NY 617.5(c)(24) which constitutes that
“information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action”; and is therefore not subject to further review under New York State Environmental Quality Review Act 6 CRR-NY 617.5.
SENeca COUNTY BOARD OF SUPERVISORS ACCEPTS NYS ENVIRONMENTAL FACILITIES CORPORATION AWARD FOR SENeca COUNTY SEWER DISTRICT 2

WHEREAS, by Resolution 148-18, the Board of Supervisors approved and authorized the submission of a Consolidated Funding Application to the Wastewater Infrastructure Engineering Planning Grant (EPG) Program to evaluate existing Inflow & Infiltration issues within Seneca County Sewer District 2; and

WHEREAS, Seneca County has been awarded up to $30,000 for Seneca County Sewer District 2; and

WHEREAS, Seneca County Sewer District 2 will be responsible for a 20% match of up to $6,000; and

WHEREAS, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law; and

WHEREAS, this resolution was approved by the Public Works Committee on January 22, 2019; now, therefore be it

RESOLVED, that the Board of Supervisors does hereby authorize and direct the County Manager to execute a Grant Agreement with NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the project and to fulfill Seneca County’s obligation under the Grant Agreement; and be it further

RESOLVED, that the Department of Finance is hereby authorized and directed to amend the 2019 budget as follows with unused portions flowing into future years:

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<td>338110-54330-EFC 84205</td>
<td>Professional fees</td>
<td>$36,000 Increase</td>
</tr>
</tbody>
</table>

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 Board of Supervisors declares itself Lead Agency under the State Environmental Quality Review Act, and determines that the proposed Inflow & Infiltration study to
be performed is a Type II action in accordance with 6 CRR-NY 617.5(c)(24) which constitutes that “information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action”; and is therefore not subject to further review under New York State Environmental Quality Review Act 6 CRR-NY 617.5.
SENeca COUNTY BOARD OF SUPERVISORS AUTHORIZE USE AND OCCUPANCY AGREEMENT WITH NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR ROUTE 318 SANITARY SEWER PROJECT

WHEREAS, the Route 318 Corridor Sewer Improvement District (District) must acquire a Use & Occupancy Permit from the New York State Department of Transportation (NYSDOT) to site Pump Station #4 (PS4) in the New York State right-of-way located at the intersection of Route 318 and Gassner Road in the Town of Tyre; and

WHEREAS, NYSDOT agreed to waive the $1.00 payment for this permit; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee on January 22, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes and directs the County Manager, on behalf of the Route 318 Corridor Sewer Improvement District, to execute all necessary documents on required to obtain a $1.00 payment waived, Permit For Use Of State-Owned Property to site and operate Pump Station #4 in the New York State right-of-way located at the intersection of Route 318 and Gassner Road in the Town of Tyre.

(Click to go back)
DRAFT COPY OF RESOLUTION ORIGINALLY PRESENTED TO COMMITTEE ON NOVEMBER 27 2018

SENeca COUNTY BOARD OF SUPERVISORS AUTHORIZES ACQUISITION OF NYS ROUTE 414 SEWER FROM SENeca COUNTY INDUSTRIAL DEVELOPMENT AGENCY AND EXECUTION OF INTER-MUNICIPAL AGREEMENT FOR WASTEWATER CONVEYANCE, TREATMENT, OPERATION AND MAINTENANCE

WHEREAS, the Board of Supervisors of Seneca County approved the formation of the Route 318 Sewer Improvement District by Resolution 131-16; and

WHEREAS, Seneca County along with the Towns of Seneca Falls, Tyre and Junius have undertaken a coordinated and comprehensive approach for planning and implementing the extension of public sanitary sewer infrastructure and service to the NYS Route 318 and NYS Route 414 service areas, with the common goal of providing long-term, sustainable, cost effective conveyance and treatment of the areas' sanitary wastewater and wish to enter into an Inter-Municipal Agreement (IMA) to effectuate; and

WHEREAS, the County’s Route 318 conveyance system will connect to and discharge sanitary waste to the existing NYS Route 414 gravity trunk sewer that was originally constructed by the Seneca County Industrial Development Agency (IDA); and

WHEREAS, the County wishes to take possession of the NYS Route 414 gravity trunk sewer from the Seneca County IDA to convey sanitary waste south to the Town of Seneca Falls’ Route 414 Pump Station and force main system for treatment at the Town of Seneca Falls wastewater treatment plant; and

WHEREAS, the Town of Seneca Falls agrees to provide conveyance and treatment services of sanitary wastewater generated by the Towns of Tyre and Junius, and the County’s Route 318 Sewer Improvement District, inclusive of any outside users such as the New York State Thruway Authority’s Junius Ponds Travel Plaza; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee on October 23, 2018; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes and directs the Seneca County Manager to execute an Inter-Municipal Agreement of Municipal Cooperation for Wastewater Conveyance, Treatment, Operation and Maintenance for the NYS Route 318/Route 414 Municipal Sewer System; and be it further

RESOLVED, that the Seneca County Board of Supervisors authorizes and directs the Seneca County Manager to sign all necessary documents to execute and complete the acquisition of NYS Route 414 gravity trunk sewer currently owned by the Seneca County IDA.

(Click to go back)
BOARD OF SUPERVISORS APPROVE SENeca COUNTY COMMUNITY SERVICES BOARD
APPOINTMENT OF SUZANNE LEE

WHEREAS, on December 18, 2018 the Seneca County Community Services Board (CSB) appointed Suzanne Lee to the CSB; and

WHEREAS, the Health and Human Services Committee approved the CSB appointment of Suzanne Lee at the committee meeting on January 22, 2019; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby approves CSB appointment of Suzanne Lee to the CSB.

(Click to go back)
TENTATIVE AGENDA

Seneca County Board of Supervisors

Standing Committee Meetings
January 22, 2019

BOARD OF SUPERVISORS APPROVES SENECA COUNTY COMMUNITY SERVICES BOARD
2019 APPOINTMENT OF MENTAL HEALTH SUBCOMMITTEE CHAIRPERSON

WHEREAS, on December 18, 2018 the CSB appointed CSB member Jennifer Mander to the position of Chair of the Mental Health Subcommittee for a term of one year to end December 31, 2019; and

WHEREAS, the Health and Human Services Committee approved the CSB appointment of Jennifer Mander as Chair of the Mental Health Subcommittee on January 22, 2019; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby approves CSB appointment of Jennifer Mander as Chair of the Mental Health Subcommittee of the CSB.

(Click to go back)
Board of Supervisors authorizes acceptance of $34,500 grant from Rural Health Network to support contracted Certified Peer Recovery Advocate reimbursement for services.

Whereas, the Seneca County Board of Supervisors authorizes and directs the County Manager to sign all documents necessary to accept $34,500 of grant funding from Rural Health Network in support of Certified Recovery Peer Advocate (CRPA) Services to support SCCCC clients struggling with Opioid Use Disorder (OUD) in the Seneca County Addictions Program of the Seneca County Mental Health Department; and

Whereas, this grant program requires no match from Seneca County; and

Whereas, under this program, the County will be reimbursed quarterly for expenses associated with contract staffing necessary for delivery of Peer Services to support Seneca County community members struggling with Opioid Use Disorder (OUD); and

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

Whereas, the Health and Human Services Committee reviewed and approved this resolution at its January 22, 2019 meeting; now, therefore be it

Resolved, that the County Manager is hereby authorized and directed to sign all necessary documents to accept and administer the $34,500 grant with the Rural Health Network to support delivery of Peer Services to support Seneca County community members struggling with Opioid Use Disorder (OUD); and be it further

Resolved, that the Department of Finance is hereby authorized and directed to amend the 2019 budget as follows with unused portions flowing into future years:

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<td>104220-41689</td>
<td>104220-54350</td>
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<tr>
<td>Other Income</td>
<td>Medical fees</td>
</tr>
<tr>
<td>$36,500 Increase</td>
<td>$36,500 Increase</td>
</tr>
</tbody>
</table>

Resolved, that the Department of Finance be authorized to make the necessary budgetary and accounting entries to effect the intent of this resolution.
TENTATIVE AGENDA

Seneca County Board of Supervisors

Standing Committee Meetings
January 22, 2019

BOARD OF SUPERVISORS APPROVES THE OFFICIAL UNDERTAKING OF PUBLIC EMPLOYEES FIDELITY BOND FOR GENESEE/FINGER LAKES REGIONAL PLANNING COUNCIL

WHEREAS, the County of Seneca has appropriated the sum of $6,647.00 as its share for the 2019 operating funds of the Genesee/Finger Lakes Regional Planning Council; and

WHEREAS, pursuant to §119-00 of the General Municipal Law of the State of New York, the County is authorized to provide for the payment of such appropriations to an officer of the agency designated by the agency to receive such monies provided that such officer shall have executed an official undertaking approved by the governing body of the County; and

WHEREAS, the Genesee/Finger Lakes Regional Planning Council has designated David S. Zorn, Director of the Council, as the officer to receive payments of such monies; and

WHEREAS, the Genesee/Finger Lakes Regional Planning Council has secured a Public Employees Fidelity (Blanket) Bond, issued by National Grange Mutual Insurance Company, providing faithful performance blanket bond coverage for officers and employees of the Council in the amount of $500,000; and

WHEREAS, this resolution was reviewed and approved by the Economic Development and Tourism Committee at a meeting on January 22, 2019; now, therefore be it

RESOLVED, the Seneca County Board of Supervisors hereby approves such bond as the official undertaking required pursuant to Section 119-00 of the General Municipal Law; and be it further

RESOLVED, that the Seneca County Finance Department is hereby authorized and directed to pay the Genesee/Finger Lakes Regional Planning Council, 50 West Main Street, Suite 8107, Rochester, New York 14614, the sum of $6,647.00 as the County’s share of operating funds for the year 2018 as appropriated in the Department of Planning and Community Development account 108020.54380 Genesee Regional Planning.

(Click to go back)
APPOINTMENT TO THE PLANNING COMMITTEE OF THE GENESEE TRANSPORTATION COUNCIL

WHEREAS, the U.S. Department of Transportation (USDOT) requires every metropolitan area with a population of over 50,000 to have a designated Metropolitan Planning Organization (MPO) to qualify for the receipt of federal highway and transit funds; and

WHEREAS, Genesee Transportation Council (GTC) is the designated MPO responsible for transportation policy, planning, and investment decision making in the Genesee-Finger Lakes Region of which Seneca County is a Voting Member; and

WHEREAS, Article IV, Section 2 of the By-Laws of the Genesee Planning Council states that the Planning Committee of the Genesee Transportation Council shall consist of one (1) designee of each Voting Member (Seneca County) for a term of one year ending December 31 and shall continue in office until their successor has been appointed; and

WHEREAS, the Economic Development & Tourism Standing Committee approved this resolution on January 22, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby appoint __Name__, __Title__, as its designated member to the Planning Committee of the Genesee Transportation Council, for a term of one year effective January 1, 2019 - December 31, 2019.

(Click to go back)
APPPOINTMENT OF BOARD OF SUPERVISOR REPRESENTATIVE TO THE
SENeca COUNTY CORNELL COOPERATIVE EXTENSION BOARD

WHEREAS, Article V Section 3(B)(1) of the Seneca County Cornell Cooperative Extension Bylaws
states “the county governing body shall be requested annually to appoint one legislator to serve as a
director on the Association Board of Directors”; and

WHEREAS, the Economic Development & Tourism Committee approved this resolution at its
January 22, 2019 meeting; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby appoints ___Name___ as the
Board of Supervisors representative to serve as a member of the Cornell Cooperative Extension Board of
Directors for a one year term expiring on December 31, 2019.

(Click to go back)
APPOINT __NAME__ AND __NAME__ TO THE SENECA COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD

WHEREAS, the New York State Soil and Water Conservation District Law Article II, Section 6(1)(a) states that a county soil and water conservation district board of directors shall consist of five members appointed by the county board, two of whom will be members of the county board and three persons not members of the county board of supervisors; and

WHEREAS, the term for the two members of the county board expired as of December 31, 2018; and

WHEREAS, Supervisor __Name__ and Supervisor __Name__ are interested in being reappointed as members of the county board to the Seneca County Soil and Water Conservation District Board; and

WHEREAS, this resolution was approved by the Economic Development & Tourism Standing Committee on January 22, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors, does hereby appoint Supervisor __Name__ to the Soil and Water Conservation District Board as a member representing the county board for a 1-year term effective January 1, 2019 – December 31, 2019; and be it further

RESOLVED, that the Seneca County Board of Supervisors, does hereby appoint Supervisor __Name__ to the Soil and Water Conservation District Board as a member representing the county board for a 1-year term effective January 1, 2019 – December 31, 2019.

(Click to go back)
AUTHORIZE CONTRACT FOR 2019 FUNDING WITH BEVERLY ANIMAL SHELTER

WHEREAS, the Seneca County Board of Supervisors finds that there is a need to provide animal shelter services in Seneca County for the welfare of the public; and

WHEREAS, the Beverly Animal Shelter is a not-for-profit corporation whose main purpose is to provide animal sheltering and other ancillary services; and

WHEREAS, funding is provided for this purpose in the Adopted 2019 Seneca County Budget account line 108794-54700 in the amount of $46,500.00; and

WHEREAS, the Ways & Means Committee approved this resolution at its January 22, 2019 meeting; now, therefore be it

RESOLVED, that the County Manager be, and hereby is, authorized and empowered to execute any and all documents relating to a contract necessary or appropriate to effectuate the intent of this resolution, subject to prior review and approval of those documents by the office of the County Attorney; and be it further

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Finance Department to pay the Beverly Animal Shelter the sum of $46,500.00, when duly appropriated, in twelve monthly payments of $3,875.00.

(Click to go back)
2019 APPROPRIATION FOR SOIL & WATER CONSERVATION DISTRICT

WHEREAS, Chapter 727 of the Laws of the State of New York, 1940, as amended, provides that the Board of Supervisors may appropriate to the Soil and Water Conservation District for the year 2019 moneys to be expended in accordance with the budget submitted to the Board; and

WHEREAS, the Seneca County Board of Supervisors adopted the 2019 Seneca County Budget, which apportions $297,601.00 in funding for the Seneca County Soil & Water Conservation District; and

WHEREAS, the Ways & Means Committee approved this resolution at its January 22, 2019 Meeting; now, therefore be it

RESOLVED, that the Board of Supervisors does hereby authorize the Finance Director to pay the Seneca County Soil and Water Conservation District the sum of $74,400.25 in advance of each quarter beginning January 1, 2019.
SUPERVISORS REVISE POLICY NO. 102.100 “JOB EVALUATION/MANAGEMENT SALARY SYSTEM”
POLICY EFFECTIVE IMMEDIATELY

WHEREAS, The Board of Supervisors has adopted a Job Evaluation/Management Salary System; and

WHEREAS, It is desirable to revise Seneca County Policy 102.100 / Job Evaluation/Management Salary System to incorporate annual goal setting and an extended evaluation period; and

WHEREAS, the Human Resources/Government Operations Committee has reviewed and approved this resolution at its committee meeting on January 22, 2019; therefore be it

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

102.100  Job Evaluation/Management Salary System

PURPOSE

Job evaluation is the process of creating a hierarchy that establishes the worth of each job to the organization. Job evaluations are conducted to determine the relative rank order of positions with various duties, responsibilities and job qualifications, and assigns positions to grade levels with corresponding salary ranges. Therefore, job evaluation is a critical part of wage and salary administration, since an employee’s salary is directly affected by the grade level assignment of his or her position.

Through job evaluation, an analysis is conducted to determine the differentials between positions in terms of their relative requirements, thus providing a factual basis for obtaining such differentials. Job evaluation does this by measuring each position in terms of its “minimum requirements” and “essential job functions” to determine the degree of skill, effort, responsibility and job conditions in relation to other positions within the organization. The job is evaluated without considering the qualifications or the performance of the employee performing the job or the wage rate being paid. Job evaluation thus provides a means for establishing and maintaining the equitable wage relationship between jobs, which is fundamental to good employee relations and sound wage and salary administration.

POINT FACTOR METHOD

Seneca County has adopted the Point Factor Method as the technique it uses to evaluate and assign jobs to appropriate salary grade levels. This method is based on the premise of “position equity” both inside and outside the County.

The Point Factor Method involves selecting a limited number of compensable factors, breaking down these factors into degrees, and then assigning a different number of points to each degree. The compensable factors are also weighted appropriately for the group of jobs being evaluated. The jobs being evaluated are then “matched” against each of the compensable factors and assigned a total
number of points. Jobs are then placed in the grade level that corresponds with the number of points scored.

COMPENSABLE FACTORS

The first task in applying the Point Factor Method involves selecting and defining the compensable factors to be used. Seneca County has selected the following categories in determining compensable factors. Each category contains a number of “related” factors:

<table>
<thead>
<tr>
<th>I KNOWLEDGE AND SKILLS</th>
<th>II RESPONSIBILITY AND COMPLEXITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Education</td>
<td>1. Guidelines</td>
</tr>
<tr>
<td>2. Experience</td>
<td>2. Complexity of Duties</td>
</tr>
<tr>
<td>3. Communication Skills</td>
<td>3. Reasoning Ability</td>
</tr>
<tr>
<td>5. Contact With Others</td>
<td>6. Budgetary Responsibility</td>
</tr>
</tbody>
</table>

The second task of the Point Factor Method is to define each compensable factor and the degrees or levels for each factor. Once the factors are defined, a Job Evaluation

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 and establish goals for the new Fiscal Year. Such evaluation and goal setting will take place no later than February 15th of each year. After reviewing the employees self-appraisal, the County Manager or Department Head will complete their appraisal of the employee no later than November 15 of the Year. The County Manager/Department Head will meet with the employee to review both appraisals and finalize the evaluation.

Copies of final performance evaluations for Department Heads will be maintained in the County Manager’s 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 receiving an evaluation of at least 3.5 on a scale of 5.0 will move 1 step higher in their grade.

B. Employees who did not meet the above evaluations scores will not be eligible for a merit increase, and will receive the cost of living increase previously determined by the Board of Supervisors.

C. 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.
BOARD OF SUPERVISORS AUTHORIZES AND DIRECTS COUNTY MANAGER
TO SIGN AN INTERMUNICIPAL AGREEMENT WITH MONROE COUNTY FOR MEDICAL EXAMINER
SERVICES FOR ONE YEAR WITH A ONE YEAR RENEWAL OPTION

WHEREAS, Seneca County is required to contract with professionals to provide services for Medical Examiner services to perform autopsies as needed and requested by the Seneca County Coroners; and

WHEREAS, Seneca County currently has a contract with Monroe County to provide Medical Examiner services as needed and requested by the Seneca County Coroners; and

WHEREAS, this agreement will be in effect until December 31, 2019 with the option for a one-year extension; and

WHEREAS, funds are budgeted for this purpose in the 2019 Coroners Budget 101190-54380; and

WHEREAS, the Public Safety Committee has reviewed and approved this resolution at its January 22, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the County Manager to sign all necessary documents to execute this agreement for one year with Monroe County for Medical Examiner services to perform autopsies as needed and requested by the Seneca County Coroners and the authority to execute a one year renewal extension.

(Click to go back)