TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

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

1. **ISSUE:** Waterloo WTP Tax Exemption

   **DESCRIPTION:** The Village of Waterloo is requesting that Seneca County consider supporting a change to the Tax Status of the Village Water Treatment Plan (WTP) located in the Town of Fayette from taxable to tax exempt. The justification for this request is so that the Village can re-direct those funds to provide for an equipment upgrade system proven to be effective against both Harmful Algal Blooms (HABS) and Polyflouralkyl Substances (PFAS), both of which have recently been detected in the water supply in Seneca Lake. Such relief will allow the Village to finance the additional $2.5 million in project costs without an additional rate increase beyond that currently forecasted for its present $6.1 million project.

   **ACTION:** Discussion and feedback

2. **ISSUE:** Clerk of Board authorized and directed to advertise for Public Hearing RE 2020 Seneca County Budget

   [Click here to view draft resolution](#)

3. **ISSUE:** Authorize creation and filling of position for One (1) Full Time PC Support Specialist in the Information Technology Department

   [Click here to view draft resolution](#)

4. **ISSUE:** Board of Supervisors to authorize County Manager to sign documents pertaining to Court Order (Index #S 2017-51340/20180095) Wal-Mart Real Estate Business Trust #1705 V. Town of Seneca Falls, Et Al.

   [Click here to view draft resolution](#)

5. **ISSUE:** Supervisors amend the rules of the Board and schedule a special year end Board Meeting to be held on a date to be determined to authorize the extension of 2020 taxes

   [Click here to view draft resolution](#)

6. **ISSUE:** Board of Supervisors authorizes amendments to 2019 Seneca County Budget

   [Click here to view draft resolution](#)

7. **ISSUE:** The Finance Department authorized to pay mortgage tax

   [Click here to view draft resolution](#)

   **Unfinished Business**

   **New Business**
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

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

1. ISSUE: Enter Executive Session

   DESCRIPTION: Pursuant to Section 105 (1) (f) of the New York State Open Meetings Law, the Committee will enter into Executive Session.

   ACTION: Discussion

   Click here to view draft resolution

3. ISSUE: Supervisors revise Policy No. 101.209 “Probationary Period” Policy Effective Immediately
   Click here to view draft resolution

4. ISSUE: Supervisors Revise Civil Service Rules I, VII, XVI, XXI and XXV Subject to the approval of the State Civil Service Commission
   Click here to view draft resolution

5. ISSUE: Supervisors renew contract with ESI Group, Total Care EAP to continue providing employee assistance services to Seneca County employees
   Click here to view draft resolution

6. ISSUE: Select Civil Service Employees Association (CSEA) titles to be hired at Grade 1 of the CSEA salary schedule
   Click here to view draft resolution

7. ISSUE: Supervisors authorize Employee Tuition Reimbursement
   Click here to view draft resolution

8. ISSUE: Reclassify Position MEO-Heavy to MEO Light effective immediately
   Click here to view draft resolution

9. ISSUE: Amend the rules of the Board to schedule 2020 Organization Meeting
   Click here to view draft resolution

10. ISSUE Support New York State Bill S1406/A1123 Clara’s Law
    Click here to view the draft resolution

Unfinished Business

New Business
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

PUBLIC WORKS COMMITTEE
(TrouT, Chair; HaysTen, Vice-Chair; Garlick-Lorenzetti; Kronenwetter; Brownell)

1. ISSUE: Supervisors Reclassify position MEO- Heavy to MEO Light effective immediately
   Click here to view draft resolution

2. ISSUE: Supervisors create a new MEO- Light Position
   Click here to view draft resolution

3. ISSUE: County Manager authorized to sign Snow and Ice Agreement
   Click here to view draft resolution

4. ISSUE: Authorize Budget Transfer for Barton and Loguidice Engineering Services
   Click here to view draft resolution

5. ISSUE: Board of Supervisors approves Seneca County Sewer District #1 to replace Screw Lift Pumps as Emergency Action
   Click here to view draft resolution

6. ISSUE: Authorize budget transfer of Emergency Winter Recovery Funds
   Click here to view draft resolution

7. ISSUE: Supervisors approve fund balance transfers for Seneca County Sewer District #2
   Click here to view draft resolution

Unfinished Business

   a) Seneca County Board of Supervisors to act as Lead Agency
      Click here to view draft resolution

   b) Accept Bid for Seneca Army Depot Master Meter Installation for Seneca County Water District Capital Project
      Click here to view draft resolution

New Business
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

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

1. ISSUE: Authorize construction change order no. 10 for Route 318 Sanitary Sewer Project
   [Click here to view draft resolution]

2. ISSUE: Approve Supplemental with Barton & Loguidice for the Route 318 Sanitary Sewer Project
   [Click here to view draft resolution]

3. ISSUE: Authorize advertisement to rebid for Construction Services to build Hanger at Finger Lakes Regional Airport
   [Click here to view draft resolution]

4. ISSUE: Authorizing advertisement for bids for construction services to relocate Fuel Farm at Finger Lakes Regional Airport
   [Click here to view draft resolution]

5. ISSUE: Award Finger Lakes Regional Airport South Apron reconstruction contract to Seneca Stone Corporation
   [Click here to view draft resolution]

6. ISSUE: Adopt Disadvantaged Business Enterprise (DBE) Plan for Finger Lakes Regional Airport
   [Click here to view draft resolution]

7. ISSUE: Supervisors appoint Finger Lakes Regional Land Bank Directors
   [Click here to view draft resolution]

8. ISSUE: Supervisors support additional work at Sampson Veterans Memorial Cemetery
   [Click here to view draft resolution]

Unfinished Business

   a) ISSUE: Supervisors amend Seneca County Advisory Committee on Tourism (SCACOT) By Laws
      [Click here to view draft resolution]

   b) ISSUE: Supervisors adopt Seneca County Tourism and Economic Development Community Grant Program, Policy No. 405.100
      [Click here to view draft resolution]

New Business
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

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 November 12, 2019 and made the following recommendations:

- One Correction Officer

ACTION: Committee recommendation to authorize filling of one (1) Corrections Officer Position. No Board Resolution necessary

2. ISSUE: Authorize contract for 2020 with Motorola Solutions for Radio Maintenance and Repair for E911 Center and Back Up Site

Click here to view draft resolution

Unfinished Business

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

1. **ISSUE:** Recommendation from the Vacancy Committee

   **DESCRIPTION:** The Vacancy Committee met on November 12, 2019 and made the following recommendations:
   
   - Refill Weatherization Aide

   **ACTION:** Committee recommendation to authorize filling of one (1) Weatherization Aide. No Board Resolution necessary

2. **ISSUE:** Supervisors authorize placement of Deputy Director of Veterans Service Agency Grade 3 Step 12 of Management Salary Schedule
   
   Click here to view draft resolution

3. **ISSUE:** Vacancy Committee met on November 12, 2019 and made the following recommendations:

   - Approval to fill program Director of Clinical services vacancy in the Mental Health Department

   **ACTION:** No Board resolution necessary

   - Approval to fill Typist vacancy in the Mental Health Department

   **ACTION:** No Board resolution necessary

4. **ISSUE:** 2020 Mental Health Services Provider Agency Contracts
   
   Click here to view draft resolution

5. **ISSUE:** County Manager authorized and directed to sign a contract with the New York State Department of Health for the Children with Special Health Care Needs Administration Grant
   
   Click here to view draft resolution

6. **ISSUE:** County Manager authorized and directed to sign a contract with the New York State Department of Health for the Lead Poisoning Prevention Program Grant
   
   Click here to view draft resolution
7. ISSUE: County Manager authorized and directed to sign a service agreement with the S2AY Rural Health Network for Network Membership and Quality Improvement Activities
   Click here to view draft resolution

8. ISSUE: Recommendations from the Vacancy Committee

   DESCRIPTION: The vacancy committee met on November 12, 2019 and made the following recommendations:
   - Refill one (1) Temp Employment & Training Assistant (VITA)
   - Refill one (1) Employment & Training Assistant (Business Services Rep)
   - Refill three (3) Casework Trainee

   ACTION: Committee recommendation to authorize filling of one (1) Temporary Employment & Training Assistant (VITA); filling of one (1) Employment & Training Assistant (Business Services Rep.), filling of three (3) Casework Trainee. No Board Resolution necessary.

9. ISSUE: Approve creation of one (1) Temporary Grade B Supervisors Position
   Click here to view draft resolution

10. ISSUE: Authorize Seneca County DHS-Workforce Development Youth Bureau Department to apply for Workforce Innovation and Opportunity Act Title 1-B Youth Employment and Training Programs funding
    Click here to view draft resolution

11. ISSUE: Seneca County Board of Supervisors proclaims January as Human Trafficking Awareness Month in Seneca County
    Click here to view draft resolution

Unfinished Business

New Business

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

1. ISSUE: Ongoing issues regarding Agriculture & Environmental Affairs

   DESCRIPTION: Updates on issues/ news/ concerns regarding Agriculture & Environmental Affairs

   ACTION: Discussion

Unfinished Business

New Business
AUTHORIZE CONSTRUCTION CHANGE ORDER NO. 10 FOR ROUTE 318 SANITARY SEWER PROJECT

WHEREAS, Seneca County has entered into contracts for the construction for the Route 318 Sanitary Sewer Project (Project); and

WHEREAS, during the course of construction, changes to a contract may be recommended by Barton and Loguidice, D.P.C., the county’s engineers on the Project, to address changes to the original contract; and

WHEREAS, a changed condition exists for the removal and disposal of digester sludge; and

WHEREAS, Barton and Loguidice, D.P.C. has reviewed and approved Project Change Order No. 10 which provides for a net increase of $67,275.20 to Blue Heron Construction’s general construction contract; and

WHEREAS, by Resolution No. 203-17, any Project Change Order that exceeds $20,000 must be approved by the Seneca County Board of Supervisors; and

WHEREAS, the funds for this Change Order are available in Route 318 Capital Account 80-8310-52000; and

WHEREAS, this Resolution has been reviewed and approved by the Economic Development and Tourism Standing Committee on November 26, 2019; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes the Seneca County Manager to sign Route 318 Sanitary Sewer Project Change Order No. 10; and be it further

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

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

AUTHORIZE ADVERTISEMENT TO RE-BID FOR CONSTRUCTION SERVICES TO BUILD HANGAR AT FINGER LAKES REGIONAL AIRPORT

WHEREAS, the Seneca County Board of Supervisors, by Resolution 218-15, authorized application to and acceptance of a $720,000 NYSDOT grant for design and construction of hangar space at the Finger Lakes Regional Airport (FLRA) and allocated a 10% Local Match of $80,000; and

WHEREAS, the Seneca County Board of Supervisors, by Resolution No. 158-16, authorized the County Treasurer to direct $80,000 to the Airport Capital Project Fund; and

WHEREAS, by Resolution 192-17, the Seneca County Board of Supervisors authorized advertisement of bids for construction of hangar space at the FLRA; and

WHEREAS, by Resolution 128-18 and 180-18, the Seneca County Board of Supervisors awarded construction related service contracts and authorized the amendment of the 2018 budget that totaled $135,000.00 to fund the estimated shortfall for the construction of hangar space at FLRA; and

WHEREAS, the General Construction contractor was unable to gain NYSDOT approval of their MWBE Staffing Plan and subsequently removed themselves from the project; and

WHEREAS, on November 15, 2019, Seneca County received NYSDOT approval to revise the Scope of Work and rebid the project; and

WHEREAS, this resolution has been reviewed and approved by the Economic Development & Tourism Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize advertisement to re-bid for construction services to build hangar space at the Finger Lakes Regional Airport.

Click here to go back
AUTHORIZING ADVERTISEMENT FOR BIDS FOR CONSTRUCTION SERVICES TO RELOCATE FUEL FARM AT FINGER LAKES REGIONAL AIRPORT

WHEREAS, by Resolution 72-17, the Seneca County Board of Supervisors authorized and directed the County Manager to sign all necessary documents to apply to and accept a 2016 Aviation Capital Grant from the NYSDOT for design and construction services to relocate the existing fueling system; and

WHEREAS, by Resolution 296-18, Seneca County Board of Supervisors approved the creation of the capital project totaling $736,082 with NYSDOT funding of $662,474 and a 10% local match of $73,608; and

WHEREAS, McFarland Johnson, FLRA engineering firm, expects final design of the new fuel system to be substantially completed by in December 2019; and

WHEREAS, it is advantageous from a cost and timing standpoint to bid the project during the winter months of 2019-2020 in anticipation of a summer 2020 completion date; and

WHEREAS, this resolution has been reviewed and approved by the Economic Development & Tourism Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, that the Board of Supervisors does hereby authorize advertisement for bids for construction services related to the relocation of the fuel farm at the Finger Lakes Regional Airport.
AWARD FINGER LAKES REGIONAL AIRPORT SOUTH APRON RECONSTRUCTION CONTRACT TO SENECA STONE CORPORATION

WHEREAS, by Resolution 70-19, dated April 9, 2019, the Seneca County Board of Supervisors authorized advertisement for bids for construction services related to the South Apron Reconstruction project at the Finger Lakes Regional Airport (FLRA) to provide actual bid amounts in the 2019 Airport Improvement Program (AIP) grant application as required by FAA; and

WHEREAS, five bids were received, publicly opened and read aloud on May 8, 2019 at the Seneca County Office Building, 1 DiPronio Drive, Waterloo, NY 13165; and

WHEREAS, on May 9, 2019, FLRA engineers, McFarland Johnson, tabulated and analyzed the bids received, and recommended award to the low bidder, Seneca Stone, 2747 Canoga Road, Seneca Falls, NY 13148 with a Base Bid of $695,250.00 and an Add Atl. 1 bid of $83,430.00; and

WHEREAS, by Resolution 117-19, dated June 11, 2019, the Seneca County BOS approved the application to and receipt of FAA 2019 AIP grant for South Apron Reconstruction project at a total project cost of $934,457 and authorized the 5% local cash match of $46,723 be dedicated from the 2019 Airport budget under Professional Fees 305610-54330; and

WHEREAS, on June 19, 2019, FAA notified Seneca County that due to delays in the FAA review and approval process, FAA could only fund the Base Bid portion of the South Apron Reconstruction project with 2019 AIP funding but offered to fund reimbursement of the Add Alt. 1 portion of the project with non-competitive 2020 entitlement grant funds; and

WHEREAS, Seneca County accepted the following 2019 AIP grants for the Base Bid portion of the South Apron Reconstruction project

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FAA (90%)</td>
<td>$761,400</td>
</tr>
<tr>
<td>NYSDOT (5%)</td>
<td>$42,330</td>
</tr>
<tr>
<td>Local Match (5%)</td>
<td>$42,330</td>
</tr>
</tbody>
</table>

WHEREAS, this resolution has been reviewed and approved by the Economic Development & Tourism Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, the Seneca County Board of Supervisors hereby awards the construction contract to Seneca Stone, 2747 Canoga Road, Seneca Falls, NY 13148 for the total amount of $778,680 which includes a Base Bid of $695,250.00 and an Add Atl. 1 bid of $83,430.00; and be it further

RESOLVED, that the official NOTICE TO PROCEED for the project will not be issued to Seneca Stone Corporation until Seneca County has been notified by FAA and NYSDOT that the Add Alt. 1 portion of the project has been approved for 2020 entitlement grant funding; and be it further

RESOLVED, that the Seneca County Board of Supervisors authorizes the County Manager to sign all necessary agreements and documents; and be it further

RESOLVED, that the Director of Finance is authorized to make the necessary budgetary and accounting entries to affect the intent of this resolution.
TENTATIVE AGENDA

SENECA COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM
ADOPT DISADVANTAGED BUSINESS ENTERPRISE (DBE) PLAN FOR FINGER LAKES REGIONAL AIRPORT

WHEREAS, to receive Federal Aviation Administration (FAA) funds for the Finger Lakes Regional Airport (FLRA), Seneca County must have a Disadvantaged Business Enterprise (DBE) Program that meets U.S. Department of Transportation (DOT) requirements; and

WHEREAS, McFarland Johnson, FLRA engineers, working with the FAA has drafted a DBE Program for Seneca County U.S. Federal Government Fiscal Years 2020 through 2022; and

WHEREAS, this resolution has been reviewed and approved by the Economic Development and Tourism Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors adopt the Finger Lakes Regional Airport Disadvantaged Business Enterprise Program which establishes the DBE goal for funding from the Federal Aviation Administration for the Finger Lakes Regional Airport from October 1, 2019 through September 30, 2022; and be it further

RESOLVED, that the Seneca County Manager is hereby authorized to sign the Disadvantaged Business Enterprise Plan for the Finger Lakes Regional Airport.
SUPERVISORS APPOINT FINGER LAKES REGIONAL LAND BANK DIRECTORS

WHEREAS, the Finger Lakes Regional Land Bank Corporation (FLRLBC) Directors serve a two year term; and

WHEREAS, the current term of all members of the Board of Directors expires on December 31, 2019; and

WHEREAS, the Chairman of the Seneca County Board of Supervisors is designated to nominate individuals for consideration to the FLRLBC Board of Directors; and

WHEREAS, the Chairman of the Seneca County Board of Supervisors nominates:

Jill Henry, Director of Planning & Community Development
Frank Sinicropi, Seneca County Treasurer
Melissa Nesbit, Seneca Housing
Cindy Lorenzetti, Fayette Town Supervisor
Robert Hayssen, Varick Town Supervisor
Kyle Barnhart, Village of Lodi Mayor, Lodi Town Supervisor Elect
Don Northrup, Village of Waterloo Administrator; and

WHEREAS, the term shall begin on January 1, 2020 and end on December 31, 2021; and

WHEREAS, this resolution was reviewed and approved by the Economic Development & Tourism Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, that the Chairman of the Seneca County Board of Supervisors is hereby authorized and directed to appoint the aforementioned to serve a two year term on the Finger Lakes Regional Land Bank Corporation Board of Directors effective January 1, 2020.
APPROVE SUPPLEMENTAL WITH BARTON & LOGUIDICE FOR THE ROUTE 318 SANITARY SEWER PROJECT

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

WHEREAS, Resolution Nos.143-15, 189-16, 204-17, 181-18 and 04-19 approved contracting with Barton & Loguidice, D.P.C., Consulting Engineers, for Planning, Design, Permitting, Bidding, Construction Administration and Observation of the Project; and

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

WHEREAS, Barton & Loguidice has submitted Contract Amendment Number 5 (Amendment) to the Agreement dated August 4, 2015 that will authorize a fee of up to $55,000 to cover the Construction Phase 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 Standing Committee on November 27, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors approves Amendment Number 5 to the August 4, 2015 agreement with Barton & Loguidice for additional Construction Administration and Observation Support in the amount not to exceed $55,000; 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 5 to the August 4, 2015 agreement with Seneca County for the Route 318 Sanitary Sewer Project.
SUPERVISORS RECLASSIFY POSITION MEO-HEAVY TO MEO-LIGHT EFFECTIVE IMMEDIATELY

WHEREAS, the Vacancy Committee met on November 12, 2019 and approved the reclassification of the position for MEO-Heavy to MEO-Light; and

WHEREAS, the position of MEO-Light can be hired to replace an MEO-Heavy employee; and

WHEREAS, the MEO-Light position has applications to currently fill the vacancy; and

WHEREAS, the rate for MEO-Light is $15.886 per hour, less than the budgeted rate for MEO-Heavy; and

WHEREAS, the Public Works Standing Committee approved this resolution on November 26, 2019; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby approves reclassification of the position of MEO-Heavy to MEO-Light position at salary grade 2 of the CSEA salary schedule.
SUPERVISORS TO CREATE A NEW MEO-LIGHT POSITION

WHEREAS, the Highway Department has a need to create a new MEO-Light position; and

WHEREAS, two (2) MEO-Light positions through attrition were removed from the budget in 2017; and

WHEREAS, the positions were eliminated with the intent to have shared services with other municipalities to help make up that loss but was unsuccessful; and

WHEREAS, the Vacancy Committee met on November 12, 2019 and approved the motion to create a MEO-Light position; and

WHEREAS, the Public Works Standing Committee met on November 26, 2019 and approved the motion to create a MEO-Light position; now therefore be it

RESOLVED, that the Board of Supervisors approve the creation of a MEO-Light position for the 2020 calendar year.
COUNTY MANAGER AUTHORIZED TO SIGN SNOW AND ICE AGREEMENT

WHEREAS, Seneca County and Town of Fayette have entered into Snow and Ice Control Services Agreement; and

WHEREAS, the term of said Agreement is for a period of one year that shall commence on October 1, 2019 and shall expire on September 30, 2020, unless sooner terminated; and

WHEREAS, the term of the Agreement of materials or equipment shall be a minimum of one hundred thirty thousand dollars ($130,000) but shall not exceed one hundred forty-two thousand dollars ($142,000); and

WHEREAS, funding will be encumbered in budget line 405110-54380; and

WHEREAS, the Public Works Committee approved this Resolution on November 26, 2019; now therefore be it

RESOLVED, that the Board of Supervisors authorizes the County Manager to sign an Agreement on behalf of the County of Seneca with the Town of Fayette.
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

BOARD OF SUPERVISORS AUTHORIZE BUDGET TRANSFER FOR BARTON & LOGUIDICE ENGINEERING SERVICES

WHEREAS, Resolution No. 104-17 authorized the sponsorship of $1,400,000 for refurbishment of Mill Creek Bridge Project PIN 375542; and

WHEREAS, Resolution No. 188-17 approved Barton and Loguidice as the engineering firm to manage the Mill Creek Bridge Project PIN 375542; and

WHEREAS, original budget allocations were made based on NYS Department of Transportation for construction and engineering services; and

WHEREAS, as a supplemental agreement has been submitted to NYS Department of Transportation for construction administration and observation; and

WHEREAS, this Resolution was approved by the Public Works Standing Committee on November 26, 2019; now therefore be it

RESOLVED, the Board of Supervisors approves the following budget transfer for engineering services:

<table>
<thead>
<tr>
<th>Account Code</th>
<th>Description</th>
<th>Current Budget</th>
<th>Change</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>805113 52000 MLCKB</td>
<td>Capital Project</td>
<td>Decrease</td>
<td>$88,000</td>
<td></td>
</tr>
<tr>
<td>805113 54341 MLCKB</td>
<td>Engineer Fees</td>
<td>Increase</td>
<td>$88,000</td>
<td></td>
</tr>
</tbody>
</table>

; And be it further

RESOLVED, that the Capital Project budget be, and hereby is, amended as follows:

<table>
<thead>
<tr>
<th>Account Code</th>
<th>Description</th>
<th>Current Budget</th>
<th>Change</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>805113 42770 MLCKB</td>
<td>Local Share Revenue</td>
<td>$250,000</td>
<td></td>
<td>$250,000</td>
</tr>
<tr>
<td>805113 43591 MLCKB</td>
<td>State Aid Hwy CP</td>
<td>$30,000</td>
<td></td>
<td>$30,000</td>
</tr>
<tr>
<td>805113 44597 MLCKB</td>
<td>Federal Aid Hwy CP</td>
<td>$1,120,000</td>
<td>-$88,000</td>
<td>$1,112,000</td>
</tr>
<tr>
<td>805113 52000 MLCKB</td>
<td>Capital Project Const</td>
<td>$1,200,000</td>
<td>+$88,000</td>
<td>$1,288,000</td>
</tr>
<tr>
<td>805113 54341 MLCKB</td>
<td>Engineering Fees</td>
<td>$200,000</td>
<td></td>
<td>$288,000</td>
</tr>
</tbody>
</table>

; And be it further

RESOLVED, that the Department of Finance is authorized to make the necessary budget and accounting entries to effect the intent of this resolution for a total project budget of $1,400,000; and be it further

RESOLVED, that the County Manager is authorized and directed to sign any and all documents with Barton and Loguidice and New York State Department of Transportation

Click here to go back
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

BOARD OF SUPERVISORS APPROVES SENeca COUNTY SEWER DISTRICT #1 TO REPLACE SCREW LIFT PUMPS AS EMERGENCY ACTION

WHEREAS, Resolution 264-15 approved bonding for capital projects in Sewer District #1; and

WHEREAS, the bonding was appropriated to renovate and improve the facilities in Sewer District #1; and

WHEREAS, the replacement of the screw lift pumps was one of the items listed to be replaced using the bond; and

WHEREAS, funding is available in Capital Project Account No. 808110 52000 (SWR1); and

WHEREAS, the screw lift pumps have become permanently disabled and can no longer be serviced; and

WHEREAS, the screw lift pumps need to be replaced immediately and replacement of the pumps is an appropriate expenditure under the provisions of Section 103, Article 5-A, of New York State Municipal Law for emergency repairs; now therefore be it

RESOLVED, that the pumps will be provided by Lange Electric Company at a cost not to exceed $170,000 and installed by Blue Heron Construction at a cost not to exceed $50,000; and be it further

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

RESOLVED, that the Board of Supervisors authorizes the County Manager to sign all documents on behalf of the County of Seneca for the purchase and replacement installation of the screw pumps.
SUPERVISORS AUTHORIZE BUDGET TRANSFER OF EMERGENCY WINTER RECOVERY FUNDS

WHEREAS, CHIPS and Pave NY funding was established in April 2019; and

WHEREAS, Emergency Winter Recovery was not initially included in the funding; and

WHEREAS, the Emergency Winter Recovery funding was awarded in the amount of $146,898.82; and

WHEREAS, this funding is requested to be transferred into the Highway Road Construction CHIPS budget; and

WHEREAS, the Public Works Standing Committee approved this resolution on November 26, 2019; now therefore be it

RESOLVED, that the following budget transfer be approved for the Emergency Winter Recovery funds:

<table>
<thead>
<tr>
<th>Code</th>
<th>Category</th>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>405112 43500</td>
<td>CHIPS Capital</td>
<td>Increase</td>
<td>Revenue</td>
</tr>
<tr>
<td>405112 52000</td>
<td>County Road Construction</td>
<td>Increase</td>
<td>Expenditure</td>
</tr>
</tbody>
</table>

; And be it further

RESOLVED, that the Board of Supervisors authorize the Director of Finance make the necessary budgetary and accounting entries to effect the intent of this resolution.
AUTHORIZE CONTRACT FOR 2020 WITH MOTOROLA SOLUTIONS FOR RADIO MAINTENANCE AND REPAIR FOR E911 CENTER AND BACK-UP SITE

WHEREAS, the Seneca County E-911 Center has received a proposal for a radio system maintenance and repair contract with Motorola Solutions for professional services consisting of inspection, maintenance, and repair of radio equipment, including all police, fire and EMS systems and the NICE recorder at the 911 Center and back-up site at 44 W. Williams Street, Waterloo and all 6 radio tower sites; and

WHEREAS, this contract covers the maintenance and repair of the County’s P25 conventional radio system and NICE recorder from January 1, 2020 until December 31, 2020; and

WHEREAS, the total cost of this annual maintenance contract is $189,996.00; and

WHEREAS, funding is available in the amount of $143,537 in the 2019-2020 Public Safety Answering Points Operations Grant; and

WHEREAS, the remaining balance of $46,459 is allocated in the 2020 Tentative Budget, E-911 Center, Contractual budget line; and

WHEREAS, Motorola Solutions is a sole source maintenance provider of this Motorola proprietary equipment; and

WHEREAS, this resolution was approved by the Public Safety and Criminal Justice Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes and directs the County Manager to sign a one year contract with Motorola Solutions in the amount of $189,996.00 for the maintenance and repair of the Seneca County radio system and NICE recorder.

Click here to go back
WHEREAS, The U.S. Equal Employment Opportunity Commission interprets and enforces Title VII's prohibition of sex discrimination as forbidding any employment discrimination based on gender identity or sexual orientation; and

WHEREAS, The U.S. Equal Employment Opportunity Commission enforced The Genetic Information Non-Discrimination Act of 2008; and

WHEREAS, It is necessary to revise Seneca County Policy 101.103 Equal Employment Opportunity Policy to add sections which address gender identity and genetic information; and

WHEREAS, the Human Resources and Government Operations Standing Committee has reviewed and approved this resolution at its committee meeting on November 26, 2019; therefore be it

RESOLVED, the Seneca County Board of Supervisors revises Seneca County Policy Manual, 101.103 to read as follows:

101.103 Equal Employment Opportunity

I. Purpose:
   To notify employees of their rights to work in an atmosphere free of harassment and to inform employees that discrimination of any type will not be tolerated.

II. Policy:
   Seneca County provides Equal Employment Opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, handicap, genetic information or status as a Vietnam Era or special disabled veteran in accordance with applicable Federal laws. This policy applies to all terms and conditions of employment, including, but not limited to hiring, placement, promotion, termination, and lay-off, recall, and transfer, leaves of absence, compensation and training.

A. Seneca County expressly prohibits any form of unlawful employment harassment based on race, color, creed, sex, sexual orientation, gender identity, national origin, age, handicap, genetic information or status as a Vietnam Era or special disabled veteran. Improper interference with the ability of Seneca County employees to perform their expected job duties is not tolerated.

B. Each member of management is responsible for creating an atmosphere free of discrimination and harassment, sexual or otherwise. Further, employees are responsible for respecting the rights of their co-workers.
C. If you experience any job-related harassment based on your sex, your race, or another factor, or believe you have been treated in an unlawful, discriminatory manner, promptly report the incident to your supervisor, who will investigate the matter and take appropriate action, including reporting it to the Personnel Officer. If you believe it would be inappropriate to discuss the matter with your supervisor, report it directly to the head of your department or the Personnel Officer, who will undertake an investigation. Your complaint will be kept confidential to the maximum extent possible.

D. If the County determines that an employee is guilty of harassing another employee, appropriate disciplinary action will be taken against the offending employee.

Seneca County prohibits any form of retaliation against any employee for filing a bona fide complaint under this policy or for assisting in a complaint investigation.

Revised 10/13/2009 - prohibiting unlawful employment harassment based upon sexual orientation.
Revised 12/10/2019 – prohibiting unlawful employment harassment based upon gender identity and genetic information.

Click here to go back
SUPERVISORS REVISE POLICY NO. 101.209 “PROBATIONARY PERIOD” POLICY EFFECTIVE IMMEDIATELY

WHEREAS, The Personnel Officer has recommended a required performance evaluation halfway through an employee’s probationary period; and

WHEREAS, The Personnel Officer believes the recommended change will increase retention by allowing the employee to understand necessary improvements for success; and

WHEREAS, It is necessary to revise Seneca County Policy 101.209 Probationary Period Policy to add sections which include recommended evaluations; and

WHEREAS, the Human Resources and Government Operations Standing Committee has reviewed and approved this resolution at its committee meeting on November 26, 2019; therefore be it

RESOLVED, the Seneca County Board of Supervisors revises Seneca County Policy Manual, 101.209 to read as follows:

101.209 Probationary Period

All new employees will serve a probationary period. The length of the probationary period is to be not less than 8 weeks or more than 52 weeks.

During the probationary period employees have the same rights and privileges as regular employees with the following exceptions:

1. Probationary employees may be disciplined (including discharge) for any reason without recourse.
2. Probationary employees shall have no seniority or rank of service.
3. Insurance benefits become effective as specified in respective policies regarding insurance coverage.

Department Heads are required to evaluate probationary employees at least half-way towards the completion of their initial probationary period as well as at least one (1) week prior to the completion of their initial probationary period or as specified in the applicable collective bargaining agreement. At the completion of the probationary period the department head must decide to dismiss the employee or to place the employee on regular status. The department heads will prepare a memorandum stating whether the employee will be placed on regular status or terminated.

Revised 9/29/03
Revised 12/11/12 Board Resolution #277-12
Revised 12/10/19

Click here to go back
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMItTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

BOARD OF SUPERVISORS RENEw CONTRACT WITH ESI GROUP, TOTAL CARE EAP, TO CONTINUE PROVIDING EMPLOYEE ASSISTANCE SERVICES TO SENECA COUNTY EMPLOYEES

WHEREAS, EAP programs provide essential information and training opportunities to County employees at value which makes these opportunities possible relative to alternatives; and

WHEREAS, Seneca County’s current EAP program is widely used to enhance ‘life skills’, job skills, job advancement, job retention and succession planning with a superior utilization rate exceeding 41%; and

WHEREAS, Seneca County policy, 101.703 Employee Assistance Program, states; “Seneca County, by way of this policy, will establish and maintain an Employee Assistance Program covering all employees”; and

WHEREAS, Total Care EAP, Employee Services Inc. (ESI) One Mount Hope Avenue, Rochester, New York 14620 has provided excellent services since 2002 to Seneca County and has submitted pricing quotes for a 3 year contract beginning January 1, 2020 through December 31, 2022; and

WHEREAS, pricing for this contract is based on the number of Seneca County employees at a rate as follows:

- year 2020, $28.52 per employee, for a cost not to exceed $ 14,174.44
- year 2021, $29.12 per employee, for a cost not to exceed $ 14,472.64
- year 2022, $29.12 per employee, for a cost not to exceed $ 14,472.64

; And

WHEREAS, federal and state funds are leveraged through DHS to pay for the employees of the Division of Human Services; and

WHEREAS, funds will be appropriated in the 2020 Seneca County Budget in accounts 10-101-5-1430-4380 and 10-125-5-6006-4700, Personnel and DHS Training; and

WHEREAS, this agreement has been reviewed and approved by the Human Resources and Government Operations Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, the County Manager is authorized and directed to join Seneca County with ESI to provide Employee Assistance Services for a term of three years.

Click here to go back
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

SELECT CIVIL SERVICE EMPLOYEES ASSOCIATION (CSEA) TITLES TO BE HIRED AT GRADE 1 OF THE CSEA SALARY SCHEDULE

WHEREAS, Seneca County has experienced severe recruitment and retention difficulties in the titles of Cleaner; and

WHEREAS, the Seneca County Department of Human Resources has conducted extensive recruitment efforts for these titles; and

WHEREAS, the Vacancy Committee approved the hiring and reclassification of employees to these titles at Grade 1 of the CSEA Salary Schedule at its meeting on November 12, 2019; and

WHEREAS, the Human Resources and Government Operations Standing Committee approved the hiring of employees to these titles at Grade 1 of the CSEA Salary Schedule at its meeting on November 26, 2019; and

WHEREAS, due to consistent turnover, reclassifying to Grade 1 for these positions will result in an increase in retention; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes the Personnel Officer to advertise for the titles of Cleaner at the Grade 1 hiring rate of the CSEA Salary Schedule; and be it further

RESOLVED, that the Seneca County Board of Supervisors authorizes that six (6) current employees in the titles of Cleaner (PT) who are currently below on Grade 1A of the CSEA Salary Schedule be moved to Grade 1 effective on December 10, 2019.

Click here to go back
AUTHORIZE EMPLOYEE TUITION REIMBURSEMENT

WHEREAS, Tuition Reimbursement is designed to give financial assistance to County employees who wish to take courses that will either improve their ability to perform on the job or will enhance their career opportunities for the mutual benefit of the employees and Seneca County government; and

WHEREAS, the policy of Seneca County is to encourage employees to participate in advanced training and education which will enhance their ability to perform within their present work assignments or to prepare for promotion within occupational fields in the County Government; and

WHEREAS, the Personnel Officer recommends a tuition reimbursement program for all employees in order to increase recruitment and retention efforts; and

WHEREAS, the Seneca County Tuition Reimbursement Program will have a maximum budget of $25,000 in year one allocated in account 10-101-5-1430-4280; and

WHEREAS, the Human Resources and Governmental Operations Standing Committe approved the adoption of the employee tuition reimbursement program rules at its meeting on November 26, 2019; and

WHEREAS, due to consistent turnover, adopting the employee tuition reimbursement program for all County employees will result in an increase in retention; now, therefore be it

RESOLVED, the Seneca County Board of Supervisors adopts the Seneca County Tuition Reimbursement Policy 101.xxx to read as follows:

101.XXX Seneca County Tuition Reimbursement Program

1. Introduction
It is the policy of Seneca County to encourage employees to participate in advanced training and education which will enhance their ability to perform within their present work assignments or to prepare for promotion within occupational fields in the County Government. Therefore, the County has a policy to provide tuition assistance for eligible employees.

2. Definitions

1.1. Eligible Employee – An employee who has completed one (1) full year of employment with Seneca County

1.2. Approved Educational Expense - Tuition, registration fees (i.e., only those required for registration and directly related to the academic program) or laboratory fees for an approved course

1.3. Approved Educational Institution - A public school district or educational institution, accredited by the U. S. Department of Education Office of Postsecondary Education, or other institutions as approved by the Personnel Office
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

1.4. Approved Professional Organization – A professional association or society that is recognized by the New York State Education Office of the Professions, or other reputable organizations as approved by the Personnel Office

1.5. Course Change - A change which alters the Tuition Assistance Application submitted to the Personnel Office (i.e., withdrawal, cancellation, Empire State Learning Contract)

3. SCOPE
3.1. Part Time, APT and Confidential employees
3.2. Full-Time, Non-Uniformed Employees

4. POLICY
4.1. Eligibility Criteria for Course or Program Approval
   4.1.1. A course directly related to the employee’s current job assignment or job family
   4.1.2. Course(s) or program(s) required to obtain a High School Diploma or G.E.D.
   4.1.3. A certification from a professional organization that supports an employee’s development and progression on a career path.
   4.1.4. Matriculation in a degree program within an occupational field which exists in the County.

4.2. This policy is not intended to assist employees for courses designed solely for personal enrichment or to prepare for occupations not related to the government of the Seneca County.

4.3. Tuition Assistance Rates
   • 100% for grades “C” or better, or Pass for Empire State
   • 100% for proof of completion from a professional certificate program 0% for grades below “C”, or Fail for Empire State

4.4. The maximum assistance per fiscal year (July 1 - June 30) For Full-Time, Non-Uniformed Employees is $2,500; For Part-time APT and Confidential Employees is $1,000

4.5. In order for a Tuition Assistance Application to be considered, it must be approved by the Department Head and received in the Personnel Office no later than three (3) weeks prior to registration.

4.6. All approved courses of instruction must be taken outside of the employee’s normal working hours unless approval is granted by the Department Head.

4.7. In the event of a course change after the Tuition Assistance Application has been submitted, a revised Application must be received within four (4) weeks of the change.

4.8. If an employee voluntarily resigns from the County within one (1) year of the date of completion of an approved course, he/she may be required to refund the full amount of tuition assistance received from the County. The County reserves the right to deduct such assistance from the employee’s final paycheck.
4.9. If an employee is required to pay back tuition assistance for any reason, they will not be eligible for further tuition assistance until Seneca County fully recovers the outstanding funds.

4.10. Tuition assistance may not exceed the actual costs of educational expense to the employee. An employee receiving assistance for education purposes from other sources are eligible for assistance from the County according to this policy, but such assistance may not exceed the actual cost of educational expenses to the employee.

4.11. If an employee applies for tuition assistance for a course in a degree program for which he/she has not been accepted as a matriculated student, tuition assistance will not be granted unless the individual course meets the eligibility criteria specified in this policy.

4.11.1. If the employee is subsequently accepted as a matriculated student, he/she may request reconsideration for courses which were previously denied assistance, provided the Tuition Assistance Application(s) for such course(s) were filed when the course(s) were taken, in accordance with this policy.

4.11.2. To request such reconsideration, the employee must notify the Personnel Office in writing and provide verification of matriculation from the college or university.

4.12. Accelerated Learning or Professional Certification Program – This option provides an alternate method to submit documentation for reimbursement.

4.12.1. When an Accelerated Learning or Professional Certification program requires the employee to pay tuition in advance, the employee submits the Tuition Assistance Application per this policy for approval, along with an itemized receipt of the tuition and fees paid and a copy of the program registration form. (To be sure that an Accelerated Learning or Professional Certification program is eligible for tuition reimbursement you may submit a tuition application for approval in advance of payment.)

4.12.2. The tuition and fees, up to the eligible benefit for the current fiscal year, will be reimbursed through the employee’s paycheck.

4.12.3. Consideration for additional tuition assistance as part of the same accelerated program for classes beginning in subsequent fiscal years will require a new Tuition Assistance application and documentation.

4.13. Grade or copy of certificate must be submitted after completion of the course or program per the Tuition Assistance Policy/Procedure.
5. PROCEDURE

4.14. Obtaining approval for tuition assistance

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Employee</td>
<td>1. Completes Tuition Assistance Application and submits to the Department Head.</td>
</tr>
<tr>
<td>Department Head</td>
<td>2. Approves or disapproves application. Disapproved applications get returned to the employee.</td>
</tr>
<tr>
<td></td>
<td>3. Approved applications get forwarded to Personnel Officer. Applications must be received by Personnel Officer three (3) weeks before the first day of class.</td>
</tr>
<tr>
<td>Personnel Officer</td>
<td>4. Approves or disapproves the application.</td>
</tr>
<tr>
<td></td>
<td>5. Verifies available funds.</td>
</tr>
<tr>
<td></td>
<td>6. Disapproved applications get returned to employee with letter of explanation. Approved applications get a letter of approval and a copy of the application sent to the employee.</td>
</tr>
</tbody>
</table>
5.2 Obtaining payment for tuition reimbursement

Responsibility  Action

County Employee  1. Submits copy of written grades or certificate to Personnel Office within thirty (30) days of receiving them.

Personnel Office  2. Verifies grades received and enters into database.
                  3. Verifies tuition previously paid by County Employee and submits to Accounts Payable with copy of grades.

Finance Department  3. Returns check to Personnel Office who then forwards check to County Employee.

5. EXCEPTIONS

5.1. Books, Examination Fees and Parking Fees are not eligible for assistance.
5.2. Employees who audit courses (i.e., not for credit), are not eligible for assistance under the Tuition Assistance Program.
5.3. If there are additional charges for mentor services by Empire State College for an extended contract, the County will not reimburse for these charges unless the contract is amended by Empire State College to award additional credit based on an enlarged scope of the contract.
WHEREAS, the State Civil Service Commission created a Model Municipal Civil Service Rules; and

WHEREAS, the Personnel Officer has recommended the amendment of Rule I: Definitions to include the replacement of “Municipality” to read “Civil Division”; and

WHEREAS, the change to Rule I will subsequently require an amendment to Rule VII; and

WHEREAS, the Personnel Officer has recommended the County adopt an amendment to Rule XVI: Effect on Non-Permanent Service on Status of Employees to include the addition of Contingent Permanent Appointments; and

WHEREAS, the change to Rule XVI will subsequently require an amendment to Rules XIV, XXI and XXV; and

WHEREAS, the Human Resources and Government Operations Standing Committee has reviewed and approved this resolution at its committee meeting on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby approve, subject to the approval of the State Civil Commission, the following changes be made to the text of the Seneca County Civil Service Rules I, VII, XIV, XVI, XXI AND XXV:

Text:

RULE I:

ADD: **Civil Division** means the county, town, city, village, school district or special district.
DELETE: **Municipality** means the county, town, city, village, school district or special district.

RULE VII:

ADD:
1. **RESIDENCE REQUIREMENTS FOR CIVIL DIVISION POSITIONS.**
   An applicant must be at the time of examination and for at least one month prior thereto a resident of the civil division in which appointment is to be made or any reasonable combination of civil divisions both in and outside of New York State contiguous to the civil division in which appointment is to be made or contiguous to the civil division in which such civil division is located as determined by the Personnel Officer. Residence requirements may be suspended or reduced by the Personnel Officer in cases where recruitment difficulty makes such requirements disadvantageous to the public interest.
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMItTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

3. LOCAL PREFERENCE IN CERTIFICATIONS.
When preference in certification is given to residents of a civil division pursuant to subdivision 4-a of Section 23 of the Civil Service Law, an eligible must have been a resident of such civil division for at least one month prior to the date of certification in order to be included in a certification as a resident of such civil division and must be a resident of such civil division at the time of appointment.

DELETE:
1. RESIDENCE REQUIREMENTS FOR MUNICIPAL POSITIONS.
An applicant must be at the time of examination and for at least one month prior thereto a resident of the municipality in which appointment is to be made or any reasonable combination of municipalities both in and outside of New York State contiguous to the municipality in which appointment is to be made or contiguous to the municipality in which such municipality is located as determined by the Personnel Officer. Residence requirements may be suspended or reduced by the Personnel Officer in cases where recruitment difficulty makes such requirements disadvantageous to the public interest.

3. LOCAL PREFERENCE IN CERTIFICATIONS.
When preference in certification is given to residents of a municipality pursuant to subdivision 4-a of Section 23 of the Civil Service Law, an eligible must have been a resident of such municipality for at least one month prior to the date of certification in order to be included in a certification as a resident of such municipality and must be a resident of such municipality at the time of appointment.

RULE XIV:

ADD:
3. RESTORATION TO PERMANENT POSITION
When a permanent employee is promoted or transferred to a position in which he/she is required to serve a probationary term, the position thus vacated by him/her shall not be filled, except on a temporary or contingent permanent basis, during such probationary term. At any time during such probationary term the employee shall have the right to return to his/her previous position at his/her own election. If the conduct or performance of the probationer is not satisfactory, he/she shall be restored to his/her former permanent position at the end of his/her probationary term.

7. TEMPORARY, PROVISIONAL OR CONTINGENT PERMANENT SERVICE IN HIGHER LEVEL POSITION
When an employee who has not completed his/her probationary term is appointed on a temporary, provisional or contingent permanent basis to a higher level position, the period of temporary, provisional or contingent permanent service rendered by such employee in the higher level position may, in the discretion of the appointing authority, be considered as satisfactory probationary service in his/her lower position and may be counted as such in determining the satisfactory completion of the probationary term.
DELETE:

3. RESTORATION TO PERMANENT POSITION
When a permanent employee is promoted or transferred to a position in which he/she is required to
serve a probationary term, the position thus vacated by him/her shall not be filled, except on a
temporary basis, during such probationary term. At any time during such probationary term the
employee shall have the right to return to his/her previous position at his/her own election. If the
conduct or performance of the probationer is not satisfactory, he/she shall be restored to his/her
former permanent position at the end of his/her probationary term.

7. TEMPORARY OR PROVISIONAL SERVICE IN HIGHER LEVEL POSITION
When an employee who has not completed his/her probationary term is appointed on a temporary or
provisional basis to a higher level position, the period of temporary or provisional service rendered by
such employee in the higher level position may, in the discretion of the appointing authority, be
considered as satisfactory probationary service in his/her lower position and may be counted as such in
determining the satisfactory completion of the probationary term.

RULE XVI:

ADD:

Title: EFFECT OF NON-PERMANENT SERVICE ON STATUS OF EMPLOYEES

2. NON-PERMANENT APPOINTMENT OF PERMANENT EMPLOYEE

a) When a permanent employee is given a provisional, temporary or contingent
permanent appointment to a competitive class position in the same department or
agency, the position thus vacated by him/her shall only be filled on a temporary or
contingent permanent basis until the position is unencumbered by the permanent
incumbent.

b) A provisional, temporary or contingent permanent appointee may return to his/her
permanent position at any time by providing written notice to the appointing authority
requesting to be returned to such permanent position. The appointing authority shall
return such appointee to his/her permanent position within fifteen days of receipt of
such written notice.
DELETE:

Title: EFFECT OF TEMPORARY OR PROVISIONAL APPOINTMENT ON STATUS OF APPOINTEE

2. PROVISIONAL APPOINTMENT OF PERMANENT EMPLOYEE

When a permanent, competitive class employee is given a provisional appointment to another competitive class position in the same department or agency, the position thus vacated by him/her shall not be filled on other than a temporary basis pending his/her reinstatement thereto upon failure of his/her provisional appointment to mature into permanent appointment.

ADD:

4. SUCCESSIVE PROVISIONAL APPOINTMENT
   a) No provisional employee who has refused to take an examination held for permanent appointment shall be given another provisional appointment in a position with the same title. No provisional employee who fails two examinations for permanent appointment shall be eligible for provisional appointment in the same title under the same appointing authority. For the purposes of this rule, a failure to appear for an appropriate examination shall constitute a refusal to take an appropriate examination unless adequate reason for a failure to appear is determined by the Commission.
   b) No provisional employee who has failed two examinations for permanent appointment or refused to take such examination, shall be given another provisional appointment in the same position or title, provided, however, where an examination fails to produce any qualified eligible, or where an eligible list is depleted of all eligible immediately following its establishment, such employee, at the discretion of the appointing authority may be nominated for a third and final provisional appointment in the same position or title.

5. CONTINGENT PERMANENT APPOINTMENTS
   a) A competitive class position left temporarily vacant by the leave of absence of the permanent incumbent may be filled, at the discretion of the appointing authority, by a contingent permanent appointment through the use of an open-competitive, promotion eligible or preferred list. Any person appointed on a contingent permanent basis shall have all the rights and benefits of a permanent competitive class employee subject to the following limitations:

1. Probationary Period: All appointments under this rule shall be required to complete the probationary period for original appointment or promotion as prescribed in this rule.

2. Return of Incumbents: In the event of a layoff or if the permanent incumbent returns from leave of absence, persons holding positions on a contingent permanent basis shall be displaced before any persons holding permanent status in the same title regardless of total seniority.
In the event more than one position in the same title is held by persons having contingent permanent appointments, displacement among those persons shall be based on the inverse order of their contingent permanent appointments.

3. Preferred List: Upon displacement, if the contingent permanent appointee was appointed from a promotion eligible list, he/she shall be restored to his/her permanent position and have his/her name placed on a preferred eligible list for certification as a mandatory list only to the department or agency in which the contingent permanent appointment was made. If the contingent permanent appointee was appointed from an open-competitive eligible list, he/she shall have his/her name placed on a preferred eligible list for certification as a mandatory list in the civil division in which the contingent permanent appointment was made.

4. Seniority: When a contingent permanent appointment matures into a permanent appointment, the date of permanent service shall be the date of the original contingent permanent appointment.
   b) All prospective appointees under this rule shall receive a copy of this rule and be canvassed as "permanent-contingent permanent."
   c) Contingent permanent appointments from eligible lists shall be made by selection of one of the top three candidates on an appropriate eligible list willing to accept a contingent permanent appointment; there will be no recanvassing of the eligible list in the event the contingent permanent position becomes unencumbered. Acceptance of a contingent permanent appointment will remove the person's name from the eligible list for any future contingent permanent or permanent vacancies within the department or agency in which the contingent permanent appointment was made.
   d) If a permanent vacancy becomes available in the same title in the department or agency in which a contingent permanent appointment has been made, contingent permanent appointees may be offered reassignment, prior to canvassing for a permanent appointment from an appropriate eligible list, or prior to appointing a temporary or provisional to the position.
   e) When a position filled by a contingent permanent appointee becomes unencumbered, the contingent permanent appointee in that position shall immediately gain permanent competitive class status in the class if the required probationary period as prescribed in this rule has been satisfactorily completed.
   f) When a permanent competitive class employee accepts a contingent permanent appointment in the same civil division, the position vacated by such employee shall not be filled except on a temporary or contingent permanent basis until the contingent permanent appointment matures into a permanent appointment.

DELETE:

4. SUCCESSIVE PROVISIONAL APPOINTMENT
   No provisional employee who has failed two examinations for permanent appointment or refused to take such examination, shall be given another provisional appointment in the same position or title,
provided, however, where an examination fails to produce any qualified eligible, or where an eligible list is depleted of all eligible immediately following its establishment, such employee, at the discretion of the appointing authority may be nominated for a third and final provisional appointment in the same position or title.

RULE XXI:

ADD:

A. Every appointment for employment whether permanent probationary, provisional, temporary, contingent permanent or otherwise in the classified service, with the date of commencement of service, the title and compensation of the position.

DELETE:

A. Every appointment for employment whether probationary, temporary or otherwise in the classified service, with the date of commencement of service, the title and compensation of the position.

RULE XXV:

ADD:

E. (i) PERMANENT SERVICE shall start on that date of the incumbent’s original appointment on a permanent or contingent permanent basis in the classified service, however, in the case of disabled veterans, the date of original permanent appointment is considered to be sixty (60) months earlier than the actual date; while non-disabled veterans are considered to have been appointed thirty (30) months earlier than their actual date of appointment. For the purposes of this Rule the definition of what constitutes a veteran or disabled veteran is contained in Section 85 of the Civil Service Law.

(iii) Temporary or provisional service preceding the original permanent appointment does not count. However, temporary, provisional or contingent permanent employment immediately preceded and followed by permanent classified service employment does not interrupt continuous service.

DELETE:

E. (i) PERMANENT SERVICE shall start on that date of the incumbent’s original appointment on a permanent basis in the classified service, however, in the case of disabled veterans, the date of original permanent appointment is considered to be 60 months earlier than the actual date; while non-disabled veterans are considered to have been appointed 30 months earlier than their actual date of appointment. For the purposes of this Rule the definition of what constitutes a veteran or disabled veteran is contained in Section 85 of the Civil Service Law.

(iii) Temporary or provisional service preceding the original permanent appointment does not count. However, temporary or provisional employment immediately preceded and followed by permanent classified service employment does not interrupt continuous service.
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

SUPERVISORS RECLASSIFY POSITION MEO-HEAVY TO MEO-LIGHT
EFFECTIVE IMMEDIATELY

WHEREAS, the Vacancy Committee met on November 12, 2019 and approved the reclassification of the position for MEO-Heavy to MEO-Light; and

WHEREAS, the Standing Committee had approved a MEO-Light position to be filled but the reclassification was not within the resolution; and

WHEREAS, position of MEO-Light can be hired to replace an MEO-Heavy employee; and

WHEREAS, the MEO-Light position has applications to currently fill the vacancy; and

WHEREAS, the rate for MEO-Light is less than the budgeted rate for MEO-Heavy; and

WHEREAS, the Public Works Standing Committee approved this resolution on November 26, 2019; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby approves reclassification of the position of MEO-Heavy to MEO-Light position.

Click here to go back
AMEND THE RULES OF THE BOARD TO SCHEDULE 2020 ORGANIZATION MEETING

WHEREAS, County Law §151 states that the members of the Board of Supervisors shall organize the board and select a chairman on or before the eighth day of January in each year; and

WHEREAS, the Board shall annually, by resolution duly adopted, during the month of December, fix the date, time and place of the meeting to organize the Board; and

WHEREAS, this resolution was approved by the Human Resources & Government Operations Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby amend the Rules of the Board as follows: Organization Meeting for the year 2020 of the Seneca County Board of Supervisors to be held on _____, January____, 2020 in the Board of Supervisors Room on or about ______a.m. / p.m.
SUPPORT NEW YORK STATE BILL S1406/A1123 CLARA’S LAW

WHEREAS, Senator Pamela Helming and Assembly Minority Leader Brian Kolbe sponsored New York State Bill S1406 / A1123, requiring hospitals and health care facilities to report incidents of a sexual offense to the State Departments of Health and Education; and

WHEREAS, this legislation is named after the late Clara Mae Bowman, who was sexually abused by an Intensive care-unit nurse at a Florida hospital in 2006; and

WHEREAS, the abuser resigned from the hospital amid the allegation to work at another hospital that was unaware of the allegations where he abused another patient; and

WHEREAS, every facility providing medical and health care should have access to criminal records of any potential employee caring for their patients to prevent these offenders from repeating their cycle of abuse; and

WHEREAS, any person under the care of a healthcare facility has the right to be free from mental, physical, sexual an verbal abuse as well as neglect and exploitation; and

WHEREAS, the Human Resources & Government Operations Standing Committee approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors, does hereby support New York State Bill S1406 / A1123 and urges the New York State Legislature to adopted said bill; and be it further

RESOLVED, that copies of this resolution be sent to Senator Helming, Assembly Minority Leader Kolb, and NYSAC.
TENTATIVE AGENDA
SENECA COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

CLERK OF THE BOARD AUTHORIZED AND DIRECTED TO ADVERTISE FOR PUBLIC HEARING RE: 2020
SENECA COUNTY BUDGET

RESOLVED, that the Clerk of the Board of Supervisors is hereby authorized and directed to advertise for a public hearing for all interested residents of Seneca County to offer oral and written comments regarding the Tentative 2020 Seneca County Budget; and said public hearing to be held on Tuesday, December 10, 2019 at or about 6:00 p.m. at the County Office Building in the Supervisors Meeting Room, Waterloo, NY; and be it further

RESOLVED, the maximum amount of compensation that may be fixed and payable for 2019 fiscal year to each member of the Board of Supervisors of said County and to the Chairman thereof is as follows: 13 members - $13,796.85 each, Chairman - $17,732.48.
AUTHORIZE CREATION AND FILLING OF POSITION FOR ONE (1) FULL-TIME PC SUPPORT SPECIALIST IN THE INFORMATION TECHNOLOGY DEPARTMENT

WHEREAS, The Town of Seneca Falls would like to enter into a shared services agreement with Seneca County for information technology services and support; and

WHEREAS, this position will be responsible for supporting the Town of Seneca Falls; and

WHEREAS, the Town of Seneca Falls has agreed to pay for these services in the amount of $45,000 per year; and

WHEREAS, this position will be at Grade 8 at $42,580 of the Seneca County Salary Schedule; and

WHEREAS, the Vacancy Committee has approved the creation and filling of this position on November 12th, 2019; and

WHEREAS, this resolution was approved by the Ways and Means Standing Committee on November 26, 2019; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize the creation and filling of one full-time position of PC Support Specialist.

Click here to go back
BOARD OF SUPERVISORS TO AUTHORIZE COUNTY MANAGER TO SIGN DOCUMENTS PERTAINING TO COURT ORDER (INDEX #S 2017-51340/20180095) WAL-MART REAL ESTATE BUSINESS TRUST #1705 v. TOWN OF SENECA FALLS, ET AL.

WHEREAS, the County’s Real Property Tax Office has received a Court Order Judgement for the refund of taxes on parcel 453289/33-1-06.41(33-1-06.4)/1860 North Road owned by Wal-Mart Real Estate Business; and

WHEREAS, the total amounts per tax year for County purposes (including interest due) are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>$3672.36</td>
</tr>
<tr>
<td>2018</td>
<td>$3808.79</td>
</tr>
<tr>
<td>2019</td>
<td>$7441.66</td>
</tr>
</tbody>
</table>

For a total of $14,922.81

WHEREAS, the check shall be made from an account to be determined by the Finance Department and made payable to: “Stavitsky & Associates, LLC for the benefit of Wal-Mart Real Estate Business Trust #1705” per Court order; and

WHEREAS, the Ways and Means Standing Committee approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes the County Manager to sign documents pertaining to this court order so that the refund can be made to Wal-Mart Real Estate Business Trust in a timely manner.

Click here to go back
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

BOARD OF SUPERVISORS TO AMEND THE RULES OF THE BOARD AND SCHEDULE A SPECIAL YEAR END BOARD MEETING TO BE HELD ON A DATE TO BE DETERMINED TO AUTHORIZE THE EXTENSION OF 2020 TAXES

WHEREAS, the County’s Real Property Tax Office requires an end of year Board meeting to finalize a number of resolutions prior to 31 December, 2019 to authorize the extension of taxes per New York State Real Property Tax Law 900; and

WHEREAS, it is not feasible to have all numbers and resolutions completed prior to the 10 December, 2019 Regular Board meeting or the 17 December, 2019 Scheduled Committee meeting; and

WHEREAS, the Ways and Means Standing Committee approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby amend the Rules of the Board as follows: A special meeting of the Board of Supervisors shall be on a date and a time to be determined.

Click here to go back
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

BOARD OF SUPERVISORS APPROVES FUND BALANCE TRANSFER FOR SENeca COUNTY SEWER DISTRICT #2

WHEREAS, the Hillside campus is officially closing on March 31, 2020; and

WHEREAS, the only customer sewer treatment for Hillside Wastewater Treatment Plant (WWTP) in that area is First Light; and

WHEREAS, the Hillside WWTP to remain open is cost prohibitive for one customer; and

WHEREAS, in order to properly decommission the Hillside WWTP, NYS Department of Conservation (DEC) requires plans and specifications for approval prior to decommissioning to begin; and

WHEREAS, the 2019 Sewer District #2 operating budget did not account for the closing and requirements for decommissioning the Hillside WWTP; and

WHEREAS, Hunt Engineers will be contracted to develop decommissioning plans and specifications as required by NYS DEC; and

WHEREAS, the Public Works Standing Committee has reviewed and approved this resolution on November 26, 2019; now therefore be it

RESOLVED, that the following budget transfer be approved:

| 33 3599 | Sewer District #2 Appropriated Fund Balance | Increase | Fund Bal | $17,500 |
| 33 8110 54330 | Professional Fees | Increase | Expenditure | $17,500 |

; and be it further

RESOLVED, that the Board of Supervisors authorize the Director of Finance 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 authorizes the County Manager to sign the necessary agreement with Hunt Engineers to develop decommissioning plans and specifications for the decommissioning of the Hillside WWTP.

Click here to go back
RESOLUTION DECLARING THE INTENT OF THE SENECA COUNTY BOARD OF SUPERVISORS TO ACT AS LEAD AGENCY

WHEREAS, Seneca County (County) is proposing the Seneca County Sewer Districts 1 and 2 Project (Project), located in the Towns of Varick, Romulus, and Ovid and Village of Ovid, Seneca County, New York; and

WHEREAS, the Project has been classified as a “Type I Action” as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.4; and

WHEREAS, it is the intent of the Seneca County Board of Supervisors to assume the role of “Lead Agency” for purposes of conducting a SEQRA/SERP assessment of the Project; and

WHEREAS, Part I of a Full Environmental Assessment Form (FEAF) has been completed, reviewed by the Seneca County Board of Supervisors, and will be circulated to all Interested and Involved Agencies for purposes of establishing the Town of Parish Town Board as “Lead Agency” in accordance with 6 NYCRR Part 617.6(b); and

WHEREAS, this resolution was approved by the Public Works Standing Committee on May 28, 2019; now, therefore be it

RESOLVED, that the Chairman of the Seneca County Board of Supervisors is hereby authorized to sign Part I of the FEAF (page 13); and be it further

RESOLVED, that Seneca County will send said Part I of the FEAF and associated site figure to the attached list of “Interested and Involved Agencies” under cover of a “Notice of Intent to Establish Lead Agency” letter for purposes of establishing Lead Agency status under the SEQRA/SERP; and be it further

RESOLVED, that the Chairman of the Seneca County Board of Supervisors and the Board of Supervisors, together with the Seneca County Attorney and B&L, are hereby authorized to take all actions, serve all notices, and complete all documents required to give full force and effect to this determination.

Click here to go back
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

BOARD OF SUPERVISORS ACCEPT BID FOR SENECA ARMY DEPOT MASTER METER INSTALLATION FOR SENECA COUNTY WATER DISTRICT CAPITAL PROJECT

WHEREAS, Seneca County Resolution No. 87-19 authorizes the Seneca County Water District Administrator to solicit bids for an above-ground master meter installation; and

WHEREAS, on August 1, 2019, Seneca County solicited bids for an above-ground master meter and its installation; and

WHEREAS, said bids were opened on August 20, 2019; and

WHEREAS, four bids were received; and Blue Heron Construction was the low bid of $88,820 plus a $5,000 allowance, for a total bid of $93,820; and

WHEREAS, the Public Works Committee reviewed and approved this resolution at its August 27, 2019 meeting; now therefore be it

RESOLVED, the Seneca County Board of Supervisors does hereby award the bid to Blue Heron Construction (9293 Bonta Bridge Road, Jordan, NY 13080), and authorizes and directs the Seneca County Manager to sign a contract with Blue Heron Construction; and be it further

RESOLVED, that the Department of Finance is authorized and directed to amend the 2019 budget as follows:

| Decrease 318310-52600 Equipment Vehicles | $32,814 |
| Decrease 318310-54220 Repairs & Maintenance | $61,066 |
| Increase 318310-52400 Technical Equipment | $93,820 |

RESOLVED, that the Department of Finance is authorized to make the necessary budgetary and accounting entries to effect the intent of this resolution.
SUPERVISORS AMEND SENECA COUNTY ADVISORY COMMITTEE ON TOURISM (SCACOT) BY-LAWS

WHEREAS, Pursuant to Resolution 100-02, Seneca County established the Seneca County Advisory Committee on Tourism (SCACOT); and

WHEREAS, Seneca County continues to wish to enhance communication concerning its tourism activities, seek input and ideas from tourism professionals, and employ best practices to strengthen and promote tourism; and

WHEREAS, the need exists to amend the By-Laws of the Seneca County Advisory Committee on Tourism so as to reflect current organizational relationships and needs; and

WHEREAS, the Economic Development and Tourism Standing Committee approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors amends the By-Laws of the Seneca County Advisory Committee on Tourism to read as follows:

1. NAME.
The name of the Committee is: SENECA COUNTY ADVISORY COMMITTEE ON TOURISM. The official abbreviation of this name shall be SCACOT.

2. PURPOSE.
The purpose of the Committee shall be to advise the official Seneca County Tourism Promotion Agency (TPA) on matters relating to the promotion of tourism in Seneca County. By leveraging the expertise of local tourism industry professionals, it will serve as a valuable resource in the effort to help grow and sustain our tourism economy. It shall:
   a. Support and assist the development of an annual marketing plan for the collective benefit of our county’s tourism assets.
   b. Provide additional recommendations to help advance priorities that foster additional growth of the local tourism industry and its sustainability.
   c. Promote the importance of tourism as economic development.
   d. Foster positive public relations with county government, the local community and tourism industry.

The Tourism Advisory Committee is an advisory board, NOT a policy board. Therefore, it can make recommendations, but has no authority to set or change policy.

3. MEMBERSHIP.
The committee will be comprised of no more than nine (9) voting members, appointed by the Seneca County Board of Supervisors, to serve for a term of one (1) to three (3) years. Members of the Committee shall be drawn from the following:
TENTATIVE AGENDA

SENECA COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

a) One member of the County Board of Supervisors (to be appointed annually by the Board Chair);
b) TPA Project Director or a designated representative from the official Seneca County Tourism Promotion Agency;
c) A representative of a lodging facility located in Seneca County (additional lodging representatives can be considered for general membership, but one active slot must be reserved for the lodging industry);
d) Owner or management-level employee of a tourism-based business located in Seneca County (attraction, lodging, event, food/beverage establishment, retail store)

Voting members may be removed during their term of office for cause by a two-thirds vote of the County Board of Supervisors. A recommendation for removal shall be forwarded to the County Board of Supervisors by a majority vote of the Tourism Advisory Committee. Vacancies occurring before the expiration of the term shall be filled by the County Board of Supervisors as soon as possible for the remainder of such term.

In the case of vacancies, the Committee shall forward recommendations for membership to the Board of Supervisors.

4. ATTENDANCE.
Members are expected to attend all regular meetings. Any voting member who has been absent from at least three (3) consecutive regular meetings may be removed from membership for cause. A member may be recommended for removal from the Committee for cause by a majority vote of the Advisory Committee membership.

5. OFFICERS.
The Committee, from among its voting members shall elect a Chairman and a Vice-Chairman annually at their first regular meeting in the calendar year. The Vice-Chairman shall act as Chairman in the absence or incapacity of the Chairman. The Committee may elect other officers as necessary.
1. The Chairman - shall preside at all meetings of the Committee and help establish the agenda for committee meetings.
2. The Vice Chairman - shall assist in the performance of the duties of the Chairman and shall preside over meetings in the absence of the Chairman.
3. The responsibilities of a Committee Secretary shall be facilitated by the official TPA as agreed upon in contract. Such duties include the compilation of meeting minutes and the establishment of meeting agendas.
6. SUBCOMMITTEES.
Subcommittees shall consist of not less than three (3) nor more than seven (7) persons, two (2) of which must be members of the Committee. The Chairman shall select from the membership a subcommittee Chair who shall appoint the balance of the subcommittee members.

7. EXECUTIVE COMMITTEE.
There shall be an Executive Committee to act for the full Committee upon any business of an emergency nature or requiring prompt action of the Committee. Said Committee shall consist of the officers of the Committee and the TPA Project Director – as defined by the I Love NY Matching Funds program. The Executive Committee, so acting, shall report in writing to the Committee at its next regular scheduled meeting the action taken of the Executive Committee.

8. REPORT TO THE BOARD OF SUPERVISORS.
The Committee shall report on the activities and progress of Seneca County Tourism at such times, as the Committee deems appropriate, or at the request of the Board of Supervisors.

9. MEETINGS.
The Committee shall meet on a quarterly basis, on the First Wednesday of: March, June, September and December at ten o’clock in the morning at the County Office Building, or as so designated by the Executive Committee. The Committee may meet at other times and places as the Committee shall deem necessary (by a majority vote), at the request of the Board of Supervisors or by the TPA Project Director.

10. NOTICE OF MEETINGS.
Notice of any regular or special meeting of the Committee shall be given at least five (5) days prior thereto in writing. The business to be transacted and the purpose of any regular or special meeting of the Committee shall be specified in the notice and posted on the TPA website.

11. QUORUM.
At all meetings of the members, a quorum of the voting members must be represented. A number of members who shall equal not less than 40% of the membership entitled to vote at such meetings shall constitute a quorum.

12. VOTING.
Each voting member as defined by these Bylaws shall be entitled to one vote on all issues, which may come before this Committee, or on any subcommittee on which they serve. Members shall vote in person. All questions shall be determined by a majority vote, which shall be deemed to mean a majority of quorum.

13. AMENDMENT.
These Bylaws may at any time be amended or repealed, in whole, or in part, by a vote of a majority of the County Board of Supervisors.

Click here to go back
SUPervisors ADOPT SENECA COUNTY TOURISM AND ECONOMIC DEVELOPMENT COMMUNITY GRANT PROGRAM, POLICY NO. 405.100

WHEREAS, Seneca County is committed to enhancing the tourism and economic development opportunistcs in the County, and increasing out-of-county visitors to enjoy the recreational, educational, and historical programs available in the County; and

WHEREAS, local municipalities and not-for-profit organizations can provide further opportunities for tourism and development with the input of County funds to increase the scope and reach of their programs, and provide new venues and events for such purpose, and in fact, the Board of Supervisors receives multiple request for funding for such programs each year; and

WHEREAS, revenues for such programs are provided by the local Occupancy Tax enacted for the purposes of creating a dedicated funding stream to promote and expand the tourism industry within Seneca County and stimulating economic growth; and

WHEREAS, to meet the obligations of fiscal responsibility and criteria for proper use of public funds, the Board of Supervisors has established this program to provide policy and guidelines to be used to distribute these funds and to provide for accountability and transparency in the process; and

WHEREAS, it is appropriate for the Board of Supervisors to delegate limited approval authority for such projects based upon selected criteria and amount of funds requested; and

WHEREAS, the Economic Development & Tourism Standing Committee approved this resolution at a meeting on June 25, 2019; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors adopts the SENECA COUNTY TOURISM AND ECONOMIC DEVELOPMENT COMMUNITY GRANT PROGRAM, POLICY NO. 405.100; and be it further

RESOLVED, that the Board of Supervisors delegates to its Standing Committee No. 2, Economic Development & Tourism, the authority to review and approve disbursements for grant applications within the category limits set forth in this Policy, reserving to the Board of Supervisors the authority to review and decide on such grant applications outside of the specified category limits set forth in this policy, a full copy of the policy which is attached hereto; and be it further

RESOLVED, this Policy shall take effect immediately upon adoption.
Each year, the Seneca County Board of Supervisors receives many requests for full or partial funding assistance from a variety of community organizations to assist in programs, festivals or other events that encourage out of county visitors to Seneca County to participate.

The Seneca County Tourism & Economic Development Community Grant Program is funded through revenues raised through the Seneca County Hotel Occupancy Tax. The Occupancy Tax was enacted for the purposes of creating a dedicated funding stream to promote and develop the tourism industry within Seneca County and stimulating economic growth.

In order to meet the obligations for proper use of public funds, the Board of Supervisors has established this program to provide policy and guidelines to be used to distribute these funds and to provide for accountability and transparency in the process. (Policy 405.100) The purpose of the program is to afford community groups, local municipalities, and others to receive grant funding to assist in attracting visitors to Seneca County and enhance the overall local tourism industry.

The Tourism Promotion & Development Grant Program will focus on four categories of awards; Community Celebrations, Arts & Culture, Promotion/Marketing, and Capital Improvements. A separate category for “other” types of program that do not conveniently fit in the named categories will be available for review. Below is a brief description of each category, with a grant limit that can be expected for each category.

IMPORTANT NOTES:

GRANT APPLICATIONS SEEKING MORE THAN THE SPECIFIED CATEGORY LIMIT WILL BE ACCEPTED, BUT MAY REQUIRE ADDITIONAL DOCUMENTATION AND WILL REQUIRE APPROVAL OF THE FULL BOARD OF SUPERVISORS.

NO PROMISE OR OBLIGATION TO FUND THE FULL AMOUNT OF ANY GRANT APPLICATION IS MADE OR IMPLIED BY THIS PROGRAM.

THE ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE WILL PROMULGATE APPROPRIATE FORMS AND INFORMATION FOR THIS PROGRAM.

APPLICANT ELIGIBILITY
Municipalities, nonprofit corporations, not-for-profit organizations, and individuals are eligible for funding. However, all not-for-profit organization and individual applicants must apply under the sponsorship of a municipality or a registered non-profit corporation, with formal written approval of such entity. Exceptions to this provision will be considered under special circumstances. All grants to be
awarded will require a minimum 1:1 cash match from the sponsoring/requesting entity and proof of the availability of those funds must be shown at the time of application. Such matching funds maybe shown by written contractual sponsorship commitments or reserved cash accounts. Given the level of funding in this grant program, “in kind” matches may be considered but is not guaranteed acceptance.

A final financial report, with records showing disbursement of all funds, along with a narrative addressing whether the goals of the program were met, and, as necessary, addressing the total attendance, and success in drawing out-of-county visitors is required to be provided to the Clerk of the Board of Supervisors.

CATEGORIES AVAILABLE FOR GRANT FUNDING

Community Celebrations: Projects that support events, programs, or a series of events that seek to build upon historical, musical, culinary, agricultural, recreational and/or cultural traditions of the area and hold the reasonable potential to attract non-county visitors. Events must be open to the general public. Community Celebrations limited to serving the local community without a strategy for growth or not primarily seeking to attract non-county visitors will not be funded. The maximum amount of funding available under this category is $2,500.00.

Arts & Culture: Projects that support artistic events, programs, or a series of events that seek to promote public engagement and access to the arts and hold the reasonable potential to attract non-county visitors. Events must be open to the general public. Artistic events/programs limited to serving the local community without a strategy for growth, or not primarily seeking to attract non-county visitors will not be funded. The maximum amount of funding available under this category is $2,500.00.

Promotion/Marketing: Projects should be designed to promote specific locales, activities or tourism segments in Seneca County and target a defined market of out-of-county visitor. In general, funds requested under this category should be used to cover costs related to printed materials, web site and social media marketing, and other promotional or marketing initiatives. The maximum amount of funding available under this category is $1,500.00.

Capital Improvements: Projects eligible for funding under this category include; the renovation/construction of tourism properties owned by a municipality or non-profit, infrastructure improvements with a direct relationship to tourism, and other physical/structural items with a greater than 5 year lifespan. Substantial pre-planning and project documentation is necessary for a project under this category to be accepted for review. The maximum amount of funding available under this category is $5,000.00. Note: Approval of the full Board of Supervisors is required for this category.
Other: So as to encourage creativity in expanding tourism opportunities within Seneca County, a program or project that does not specifically fit with the above categories can be submitted. Substantial explanation and documentation for such projects would be expected. The maximum funding available under this category is $2,500.00. **Note: Approval of the full Board of Supervisors is required for this category.**

**REVIEW AND DETERMINATION PROCESS**

1. Application forms/information packet is available from the Office of the Seneca County Clerk, located on the 1st floor of the Seneca County Office Building or from the Seneca County Website. Application forms may be amended based upon input from the Board of Supervisors and approval by the Economic Development and Tourism Committee.
2. Application must be submitted in writing. At this time, electronic, digital, email or fax applications are not accepted.
3. Applications must be completed fully. Narrative descriptions with specific details are required as shown.
4. Emphasis should be placed on how the proposed project will increase out of county visitors because of the project and how the grant funding is necessary to the process.
5. An initial screening of the application will be made to determine whether adequate documentation has been submitted and the applicant notified to provide such information prior to the review by the committee.
6. A representative of the grant applicant will be expected to appear before the Economic Development and Tourism Committee of the Board of Supervisors to address the project and answer any questions posed by the committee.
7. If a project requires review the full Board of Supervisors, a 2nd appearance may be required.
8. Decisions to fund, partially fund, or not fund grants applications shall be made by the Economic Development and Tourism Committee of the Board of Supervisors on a rolling basis. Applicants will be notified by postal mail and email of the status of their grant application.
9. Successful grant application will be reminded of their requirement to submit a written “after action report” as set out in the application forms, no later than 30 days following the event or promotion.

[Click here to go back]
SUPERVISORS AUTHORIZE PLACEMENT OF DEPUTY DIRECTOR OF VETERANS SERVICE AGENCY GRADE 3, STEP 12 OF MANAGEMENT SALARY SCHEDULE

WHEREAS, the Director of Veterans Service Agency intends to promote the Deputy Director of Veterans Service Agency, who has many years of service with the County and has obtained specialized knowledge of Federal Veterans Laws, Rules and Regulations, Department of Veteran Affairs Programs and Policies, and New York State laws regarding veterans and Veterans Service Agencies, and

WHEREAS, the Seneca County Job Evaluation conducted by Public Sector HR recommended the position to be at Grade 3; and

WHEREAS, the Vacancy Committee met on October 22, 2019 and approved the placement of the Veterans Service Agency Deputy Director at Grade 3, step 12 of the Management Salary Schedule; and

WHEREAS, the position is currently in the 2020 budget at Grade 3, step 12 of the Management Salary Schedule; at an increase of $116.00 in salary and $3,735.62 in benefits cost, totaling an annual increase of $3851.62.

WHEREAS, the Health and Human Services Standing Committee met on November 26, and approved this resolution; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby approves the position of Deputy Director of Veterans Service Agency at the position at Grade 3, step 12 of the Management Salary Schedule to take effective January 1, 2020.
SUPERVISORS SUPPORT ADDITIONAL WORK AT SAMPSON VETERANS MEMORIAL CEMETERY

WHEREAS, funding from New York State remains available to undertake additional work at the Sampson Veterans Memorial Cemetery; and

WHEREAS, certain additional improvements will enhance the project and its complete restoration of the Administration Building; and

WHEREAS, the following additional work is appropriate and eligible under the secured New York State Grant:

- Exterior Masonry Remediation and Restoration: $59,495.00
- Security Cameras: $5,000.00
- Exterior Concrete Housekeeping Pads: $11,925.00
- Exterior Fencing and Mechanical Screening: $23,075.00

Total: $99,495.00

; And

WHEREAS, adjustments to established Capital Accounts will be necessary and appropriate; and

WHEREAS, the Economic Development and Tourism Standing Committee approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, that additional change orders and adjustments as detailed herein are authorized; and be it further

RESOLVED, that the Director of Finance is authorized and directed to amend Capital Accounts associated with the Sampson Veterans Memorial Cemetery Administration Building in accordance with this Resolution.

Click here to go back
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

2020 MENTAL HEALTH SERVICES PROVIDER-AGENCY CONTRACTS

WHEREAS, the Department of Mental Health enters into services contracts each year with various service providers for provision of mental health and substance use disorder treatment and prevention services to the residents of Seneca County. In 2020 the Department of Mental Health will enter into services contracts with the following entities: Lakeview Mental Health Services, Inc.; Aspire Hope NY; Glove House; Unity House of Cayuga County; the Franziska Racker Centers; the Council on Alcoholism and Addictions of the Finger Lakes, Inc.; the United Way of Seneca County; Family Counseling Service of the Finger Lakes Inc., Ryan Chiropractic, LLC and The Seneca County Sheriff’s Department; and

WHEREAS, the funds used for these contracts are passed though state aid monies from New York State office of Mental Health and New York State office of Alcoholism and Substance Abuse Services; and the del Lago gambling contract and

WHEREAS, the total investment dollars, amount for these contracts is $1,022,352 (revenue account 104300-43000 and expense account 104300-54700) and $60,000 (revenue account 104350.41625 and expense account 104350.54380) with no local mandated share, and included in the 2020 Tentative Budget; and

WHEREAS, the Health and Human Services Standing Committee approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, that the County Manager is authorized and directed to sign the 2020 services providers’ contracts for Lakeview Health Services, Inc.; Aspire Hope NY; Glove House; Unity House of Cayuga County; the Franziska Racker Centers; Council on Alcoholism and Addictions of the Finger Lakes, Inc and United Way of Seneca County; Family Counseling Service of the Finger Lakes, Inc. and The Seneca County Sheriff’s Department; and be it further

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Finance Department to pay the 2020 service providers, as contracted, when duly appropriated.

Click here to go back
COUNTY MANAGER AUTHORIZED AND DIRECTED TO SIGN A CONTRACT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH FOR THE CHILDREN WITH SPECIAL HEALTH CARE NEEDS ADMINISTRATION GRANT

WHEREAS, the New York State Department of Health has awarded the Seneca County Health Department $17,393 for the period October 1, 2019 through September 30, 2020 for the administration of the Children with Special Health Care Needs Program; and

WHEREAS, it is necessary for the contract to be signed to receive the funding; and

WHEREAS, the funds are in the health department budget 10-4010-54701; and

WHEREAS, the Health and Human Services Standing Committee approved this resolution on November 26, 2019; 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 Children with Special Health Care Needs Administration Grant

Click here to go back
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, 2019 through September 30, 2020 for the administration of the Lead Poisoning Prevention Program; and

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

WHEREAS, these grant funds are in the Health Department budget line 104010-54703; and

WHEREAS, the Health and Human Services Standing Committee approved this resolution on November 26, 2019; 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 October 1, 2019 through September 30, 2020 in the amount of $27,396.

Click here to go back
COUNTY MANAGER AUTHORIZED AND DIRECTED TO SIGN
A SERVICE AGREEMENT WITH THE S2AY RURAL HEALTH NETWORK FOR NETWORK MEMBERSHIP AND QUALITY IMPROVEMENT ACTIVITIES

WHEREAS, the S2AY Rural Health Network is comprised of the Public Health Departments in 8 counties (Schuyler, Steuben, Seneca, Yates, Ontario, Wayne, Livingston and Chemung; and

WHEREAS, the Network has been in existence since 1997 with Seneca County joining in 2003; and

WHEREAS, the Network’s mission is to “integrate, promote, and expand appropriate components of the public health service delivery system to improve health outcomes for all residents of the network region. The goal is to ensure coordinated services across a six county area and to streamline administrative processes, planning and funding activities; and

WHEREAS, the cost of the membership is $18,500; and

WHEREAS, the funds are in the 2020 departmental budget 104010-54270; and

WHEREAS, the Health and Human Services Standing Committee has approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, that the County Manager is hereby authorized and directed to sign a service agreement with the S2AY Rural Health Network for network membership and Quality Improvement activities for 2020 at a cost of $18,500
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

BOARD OF SUPERVISORS TO APPROVE CREATION OF ONE (1) TEMPORARY GRADE B SUPERVISOR POSITION

WHEREAS, The Vacancy Committee met on November 12, 2019 and made the following recommendation:

• Creation of a Temporary Grade B Supervisor Position

WHEREAS, this funding is currently available in the 2019 & 2020 budgets; and

WHEREAS, the recommendation for creating and filling one (1) Temporary Grade B Supervisor Position was reviewed and approved by the vacancy committee on November 12, 2019; and

WHEREAS, the Health & Human Services Standing Committee approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, the Board of Supervisors authorizes creating and filling one (1) Temporary Grade B Supervisor Position.

Click here to go back
Authorize Seneca County DHS-Workforce Development Youth Bureau Department to apply for Workforce Innovation and Opportunity Act Title 1-B Youth Employment and Training Programs funding

WHEREAS, this is annual Competitive Request for Proposal grant through the Finger Lakes Workforce Investment Board for the Workforce Innovation and Opportunity Act of 2014.

WHEREAS, Seneca County must apply individually for these funds, and

WHEREAS, Seneca County Workforce Development and Youth Bureau is interested in applying for up to $20,000 to service In-School WIOA eligible youth and young adults ages 14-20 and,

WHEREAS, the funding will cover the period February 1, 2020 through June 30, 2020, and

WHEREAS, the application is due on December 13, 2019; and

WHEREAS, this resolution has been approved by the Health and Human Services Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes and directs the Seneca County Division of Human Services Department of Workforce Development and Youth Bureau to apply for WIOA Title 1-B youth Employment and Training Program funds, and authorizes the Chairman of the Board to sign proposal application and contract documents if proposal is funded based on review and approval of the contract by the County Attorney.
SENeca COUNTY BOARD OF SUPERVISORS PROCLAIMS JANUARY AS HUMAN TRAFFICKING AWARENESS MONTH IN SENECA COUNTY

WHEREAS, Human Trafficking has been recognized as a form of modern day slavery that occurs nationally, in every state including New York and in many communities across the state; and

WHEREAS, human trafficking shall mean the recruitment, transport, harboring, or receipt of persons, by means of threat, or use of force, fraud or coercion; and

WHEREAS, anyone can be a victim of human trafficking. The most identified victims of trafficking in New York State are American born, females; however, immigrant and undocumented youth as well as male and transgender youth have been identified as victims of sex, and/or labor trafficking. (New York State Office of Children and Family Services); and

WHEREAS, youth who are especially vulnerable to being trafficked include: those with a history of abuse including sexual abuse, physical abuse, maltreatment, neglect and substance abuse, children with disabilities, children in foster care, or who have been involved in the justice system, LGBTQ youth and runaway and homeless youth; and

WHEREAS, the New York State Office of Children and Family Services has provided funding to the Seneca County Division of Human Services, and over the last 4 years they have provided community awareness campaigns, community education and training to provide resources and services to youth identified as a victim of trafficking, or those who may be at risk; and

WHEREAS, the Health and Human Services Standing Committee approved this resolution on November 26, 2019; now, therefore be it

RESOLVED, that the Board of Supervisors proclaims January as Human Trafficking Awareness Month in Seneca County and recognizes January 11, 2020 as National Human Trafficking Awareness Day.
TENTATIVE AGENDA

SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

BOARD OF SUPERVISORS AUTHORIZES AMENDMENTS TO
2019 SENeca COUNTY BUDGET

WHEREAS, amendments to the 2019 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 Ways & Means Committee at its meeting on November 26, 2019; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes the following amendments to the 2019 Seneca County Budget:

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Description</th>
<th>Increase/(Decrease)</th>
<th>Revenue/Expenditure</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note 1:</td>
<td>Comm College Tuition Budget adjustments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>102490</td>
<td>Community College</td>
<td>Increase</td>
<td>Expenditure</td>
<td>$120,000</td>
</tr>
<tr>
<td>101990</td>
<td>Contingency</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$649</td>
</tr>
<tr>
<td>101420</td>
<td>County Atty Salary</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$90,000</td>
</tr>
<tr>
<td>101310</td>
<td>Finance Health Ins</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$29,351</td>
</tr>
<tr>
<td>Note 2:</td>
<td>DA Part Time Salary Budget adjustment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101165</td>
<td>DA FT Salary</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$32,000</td>
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<tr>
<td>101165</td>
<td>DA PT Salary</td>
<td>Increase</td>
<td>Expenditure</td>
<td>$32,000</td>
</tr>
<tr>
<td>Note 3:</td>
<td>Taxes &amp; Assessments budget adjustment</td>
<td></td>
<td></td>
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<tr>
<td>101950</td>
<td>Taxes &amp; Assessments</td>
<td>Increase</td>
<td>Expenditure</td>
<td>$8,000</td>
</tr>
<tr>
<td>101310</td>
<td>Finance Health Ins</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$8,000</td>
</tr>
<tr>
<td>Note 4:</td>
<td>Sheriff LEC Facility budget adjustment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>103150</td>
<td>Salaries Part Time</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$83,000</td>
</tr>
<tr>
<td>103150</td>
<td>Overtime</td>
<td>Increase</td>
<td>Expenditure</td>
<td>$83,000</td>
</tr>
<tr>
<td>Note 5:</td>
<td>Weatherization budget adjustment</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>106550</td>
<td>Health Insurance</td>
<td>Increase</td>
<td>Expenditure</td>
<td>$22,000</td>
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<tr>
<td>106550</td>
<td>Other Supplies</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$22,000</td>
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<td>Note 6:</td>
<td>DHS budget adjustment</td>
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<tr>
<td>106070</td>
<td>Dr. David Coron</td>
<td>Increase</td>
<td>Expenditure</td>
<td>$25,000</td>
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<tr>
<td>106010</td>
<td>DSS Contractual</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$13,000</td>
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<tr>
<td>106010</td>
<td>DSS Cellphone</td>
<td>Decrease</td>
<td>Expenditure</td>
<td>$12,000</td>
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<tr>
<td>Note 7:</td>
<td>Sheriff Payroll budget adjustment</td>
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<tr>
<td>103110</td>
<td>Sheriff Adm Salary</td>
<td>Increase</td>
<td>Expenditure</td>
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<tr>
<td>103110</td>
<td>Sheriff Adm Health Ins</td>
<td>Increase</td>
<td>Expenditure</td>
<td>$8,620</td>
</tr>
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</table>
TENTATIVE AGENDA
SENeca COUNTY BOARD OF SUPERVISORS
COMMITTEE MEETINGS

November 26, 2019
Beginning at 5:30PM

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Action</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>101110 51200</td>
<td>Court Security Part Time</td>
<td>Increase</td>
<td>$6,500</td>
</tr>
<tr>
<td>101110 58100</td>
<td>Court Security Retirement</td>
<td>Increase</td>
<td>$5,260</td>
</tr>
<tr>
<td>103113 51100</td>
<td>Road Patrol Salary</td>
<td>Increase</td>
<td>$47,500</td>
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<tr>
<td>103113 51200</td>
<td>Road Patrol Part Time</td>
<td>Increase</td>
<td>$30,970</td>
</tr>
<tr>
<td>103113 51300</td>
<td>Road Patrol Overtime</td>
<td>Increase</td>
<td>$47,980</td>
</tr>
<tr>
<td>103113 51400</td>
<td>Road Patrol Severance</td>
<td>Increase</td>
<td>$20,500</td>
</tr>
<tr>
<td>103113 58100</td>
<td>Road Patrol Retirement</td>
<td>Increase</td>
<td>$22,100</td>
</tr>
<tr>
<td>103113 58300</td>
<td>Road Patrol Social Security</td>
<td>Increase</td>
<td>$11,270</td>
</tr>
<tr>
<td>103114 51100</td>
<td>Sheriff Crim Inv Salary</td>
<td>Increase</td>
<td>$37,000</td>
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<tr>
<td>103114 51300</td>
<td>Sheriff Crim Inv Overtime</td>
<td>Increase</td>
<td>$2,300</td>
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<tr>
<td>103114 58100</td>
<td>Sheriff Crim Inv Retirement</td>
<td>Increase</td>
<td>$18,100</td>
</tr>
<tr>
<td>103114 58300</td>
<td>Sheriff Crim Inv Social Sec</td>
<td>Increase</td>
<td>$2,600</td>
</tr>
<tr>
<td>103114 58600</td>
<td>Sheriff Crim Inv Health Ins</td>
<td>Increase</td>
<td>$5,330</td>
</tr>
<tr>
<td>103115 51100</td>
<td>Sheriff COB Sec Salary</td>
<td>Increase</td>
<td>$3,325</td>
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<tr>
<td>103115 51200</td>
<td>Sheriff COB Sec Part Time</td>
<td>Increase</td>
<td>$7,200</td>
</tr>
<tr>
<td>103150 51100</td>
<td>Sheriff LEC Salary</td>
<td>Increase</td>
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<tr>
<td>103150 51400</td>
<td>Sheriff LEC Severance</td>
<td>Increase</td>
<td>$6,500</td>
</tr>
<tr>
<td>103114 54390</td>
<td>Sheriff Crim Inv Lab Fees</td>
<td>Decrease</td>
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<td>103150 51200</td>
<td>Sheriff LEC Part Time</td>
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<td>$97,000</td>
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<tr>
<td>103150 54700</td>
<td>Sheriff LEC Contractual</td>
<td>Decrease</td>
<td>$50,000</td>
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<td>103150 58600</td>
<td>Sheriff LEC Health Ins</td>
<td>Decrease</td>
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<tr>
<td>103150 54260</td>
<td>Sheriff LEC Books &amp; Subsc</td>
<td>Decrease</td>
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<tr>
<td>101310 51100</td>
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<td>101410 58600</td>
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<tr>
<td>101620 51300</td>
<td>Bldgs &amp; Grounds Overtime</td>
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<tr>
<td>103020 58600</td>
<td>E-911 Health Ins</td>
<td>Decrease</td>
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<tr>
<td>104339 51200</td>
<td>DIC Part Time</td>
<td>Decrease</td>
<td>$24,000</td>
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</table>

**Note 7: Sheriff Vehicle budget adjustment**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Action</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>103113 52600</td>
<td>Sheriff Vehicles</td>
<td>Increase</td>
<td>$13,000</td>
</tr>
<tr>
<td>103113 54410</td>
<td>Sheriff Auto Supplies &amp; Rep</td>
<td>Increase</td>
<td>$16,000</td>
</tr>
<tr>
<td>103113 54440</td>
<td>Sheriff Gas &amp; Oil</td>
<td>Increase</td>
<td>$33,000</td>
</tr>
<tr>
<td>108090 51300</td>
<td>Codes Overtime</td>
<td>Decrease</td>
<td>$26,000</td>
</tr>
<tr>
<td>108020 58600</td>
<td>Planning Health Ins</td>
<td>Decrease</td>
<td>$16,000</td>
</tr>
<tr>
<td>101620 51300</td>
<td>Bldgs &amp; Grounds Overtime</td>
<td>Decrease</td>
<td>$16,000</td>
</tr>
<tr>
<td>101355 58600</td>
<td>Real Property Tax Hlth Ins</td>
<td>Decrease</td>
<td>$4,000</td>
</tr>
</tbody>
</table>

[Click here to go back]
THE FINANCE DEPARTMENT AUTHORIZED TO PAY MORTGAGE TAX

WHEREAS, pursuant to Section 261 of the Tax Law, the mortgage tax report for the period April 1, 2019 through September 30, 2019 has been filed, now, therefore be it

Resolved, that the Finance Department is hereby authorized and directed to pay to the municipalities of Seneca County the amount apportioned as follows:

<table>
<thead>
<tr>
<th>TOWN</th>
<th>AMOUNT</th>
<th>VILLAGE</th>
<th>TOWN SHARE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ALLOCATED</td>
<td>SHARE</td>
<td></td>
</tr>
<tr>
<td>Covert</td>
<td>$17,086.94</td>
<td>$959.79</td>
<td>$16,127.15</td>
</tr>
<tr>
<td>Fayette</td>
<td>$37,914.27</td>
<td>$2,396.44</td>
<td>$35,517.83</td>
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<tr>
<td>Junius</td>
<td>$8612.77</td>
<td></td>
<td>$8,612.77</td>
</tr>
<tr>
<td>Lodi</td>
<td>$13,591.00</td>
<td>$561.66</td>
<td>$13,029.34</td>
</tr>
<tr>
<td>Ovid</td>
<td>$18,940.50</td>
<td>$1,329.99</td>
<td>$17,610.51</td>
</tr>
<tr>
<td>Romulus</td>
<td>$23,320.56</td>
<td>$128.71</td>
<td>$23,191.85</td>
</tr>
<tr>
<td>Seneca Falls</td>
<td>$85437.00</td>
<td>$7.54</td>
<td>$85,429.46</td>
</tr>
<tr>
<td>Tyre</td>
<td>$5,830.00</td>
<td></td>
<td>$5,830.00</td>
</tr>
<tr>
<td>Varick</td>
<td>$6,360.23</td>
<td></td>
<td>$6,360.23</td>
</tr>
<tr>
<td>Waterloo</td>
<td>$27,183.50</td>
<td>$9,114.98</td>
<td>$18,068.52</td>
</tr>
<tr>
<td>Totals:</td>
<td>$244,276.77</td>
<td>$14,499.10</td>
<td>$229,777.67</td>
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</tbody>
</table>

Click here to go back