

**SENECA COUNTY
BOARD OF SUPERVISORS**

Regular Board Meeting
February 11, 2020

Call to Order

Chairman Hayssen called the meeting to order at 6:00 p.m.

Roll Call of Members by the Clerk

Thirteen members of the Board of Supervisors answered roll call. Sprvr. Lott was not present.

Pledge of Allegiance and Moment of Silence

Presentations

Seneca County Tourism Promotion Agency (TPA) 2019 4th Quarter Report

Petitioners

Judge Struzik – Create position of arraignment clerk

Open Privilege of the Floor

Approval of Meeting Minutes

The minutes were approved for the Year-end meeting on December 26, 2019; the Organizational meeting on January 6, 2020; the Regular board meeting on January 14, 2020, and the Special Board meeting on January 28, 2020.

Reports of Standing Committees

Public Health Services Committee, Sprvr. McGreevy, Chairman. The committee referred two resolutions for tonight's agenda: (1) Board of Supervisors re-appoints Connie Richardson to the Seneca County Board of Health; and (2) Contract with the New York State Department of Health for the Immunization Action Grant for the of amount \$31,050 (same amount as last year). The Committee also approved applying for a grant for creating health schools and communities in collaboration with all four school districts, Office for the Aging, BOCES, and Cornell Cooperative Extension. If awarded the grant is \$305,000 annually for five years. A resolution was adopted at a special board meeting the same night as the committee meeting because the deadline to apply for the grant was February 4.

Planning, Development, Agriculture & Tourism Committee, Sprvr. Barnhart, Chairman. Other than the resolutions that are on the agenda tonight, the committee met with Kristine Hanford regarding the 2020 Census. Resolutions on the agenda for tonight include several appointments: (1) Reappointment of Sprvrs. Reynolds and McGreevy to the Seneca County Soil and Water Conservation District Board; Reappointment of Paul Kronenwetter, Frank Sinicropi, Tom Grasek and John Andrews to represent Seneca County on the Fish & Wildlife Management Advisory Board; and the reappointment of Ralph Lott to the Ag Enhancement Board. We will be sending out an RFP for professional services to assist in updating the County Agriculture & Farmland Protection Plan. The deadline to submit your property to be included in the Ag District is March 31, 2020. We will also begin to repair and restore and maintain the

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historical markers in Seneca County using Occupancy Tax Dollars. The state used to assist in this expense, but for many years it is now a county responsibility.

Human Services Committee, Sprvr. Borst, Chairman. Other than one resolution on the agenda tonight to accept \$500,000 from New York State for the DHS, the committee authorized refilling positions for a Senior Caseworker and a Grade B Supervisor.

Personnel Committee, Sprvr. Ferrara. Personnel Officer Wagner is focusing on updating our county policies. Tonight we will consider resolutions updating the policy for Civil Service Rules; for Refilling Vacant Positions; and for Mandating Direct Deposit for all employees.

Water & Sewer Treatment, Maintenance & Operations Committee, Sprvr. Hayes. There are two resolutions on the agenda that came out of the Water and Sewer committee, (1) Create a position of Water & Sewer Maintainer, due to medical leave of absence of the current employee; (2) authorize contracts with YAWS Environmental for the sewer district operations. We are also having a meeting tonight after the board meeting.

Technology Committee, Sprvr. Cleere. The committee approved creating a position for a PC Support Specialist to be shared with the Town of Seneca Falls. A resolution is on the agenda, but I will be seeking 'Division of the Question' by dividing the resolution into two. One will resolve creating and filling the PC Support Specialist and the other will resolve authorization for an inter-municipal agreement with Seneca Falls for these shared services.

Public Safety Committee, Sprvr. Brownell, Chairman. The committee approved one resolution for tonight to accept the HazMat grant funding in the amount of \$110,000 which is shared with Ontario, Yates, and Wayne counties.

Government Operations Committee, Sprvr. Garlick Lorenzetti, Chair. The committee approved designating the Finger Lakes Times newspaper as an official newspaper for the county. We also will be introducing a friendly amendment to the resolution adding the mayors of Ovid and Lodi as ex-officio members of Committee 13, the Water and Sewer Committee, to amend the alternate for mayors to be another village board member.

Environmental Affairs Committee, Sprvr. Kronenwetter, Chairman. It was disappointing to see a \$32 million dollar grant, under the Water Infiltrations Improvement Act, awarded to surrounding counties and Seneca County received nothing. We have four waste water treatment plants not in compliance in over four years. The DEC isn't doing anything in regarding manure run off into Seneca Lake and Cayuga Lake. Ag and Markets monitors farm practices. We need to do more to get the state and DEC to protect our water.

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Public Works Committee, Sprvr. Trout, Chairman. The committee approved two resolutions on the agenda tonight; one is awarding Seneca Stone Corp. the Balsley Road Rehabilitation Project; and a resolution to buy an International Ten-Wheeler. As for the Route 414 sewer line, we still have some issues to deal with, we want IDA to inspect the line before we take ownership, the inter-municipal agreements is still being reviewed by legal counsel. It seems to be dragging along, but we are getting closer.

Mental Health Services Committee, Sprvr. Enslow. The Mental Health Services Committee took authorized refilling a Driver position and a position for a Full-time Psychiatric Social Worker 2. We also approved eliminating a typist position and creating a position for an Office Coordinator. Additionally, the committee referred a resolution for tonight regarding grant funding for \$26,834 received by Mental Health Services to provide Peer Services for clients who struggle with Opioid Use Disorder.

Finance, Assessment & Insurance Committee, Sprvr. Reynolds, Chairman. Nothing to report other than the resolution on tonight's agenda authorizing the process of renewing with the state our 1% sales tax extension.

Report of Special Committees

Sprvr. Trout, reported that the IDA meetings are will now be televised on the FLCC public television station.

Chairman's Remarks

Chairman Hayssen announced the creation of the Facility Committee for the purpose of reviewing the design and space availability of the county office building, and the Health and Senior Services building and offer recommendations to the Board of Supervisors for the relocation of the Mental Health Services Department out of the Thurber Drive. Appointed to the Facility Committee are Sprvrs. Trout, Garlick Lorenzetti, Hayes, and Hayssen.

The county lease program for vehicles is close to expiration. The Fleet Committee was created for the purpose of reviewing the vehicle program with Enterprise and to offer recommendations, to the Board of Supervisors on the most efficient and effective course of action for a county vehicle program (purchase, maintenance, repair). Appointed as members to the Fleet Committee are Sprvrs. Borst and Enslow, Sheriff Luce, and County Manager Rowe.

County Manager's Remarks

County Manager Rowe will be going to Albany tomorrow for NYSAC's Advocacy Day, an opportunity to meet with our representatives in Albany, urging them to reject the local Medicaid proposals, stop the squeeze on local taxpayers and keep the cap on local Medicaid costs. He also has time

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reserved with Senator John Brooks, Chairman of the Committee on Veterans, Homeland Security and Military Affairs; and with the Assembly Chairman of Veterans Affairs Committee. He intends to invite both to visit the Sampson Veterans Memorial Cemetery and seek their support in designating SVMC as the first New York State Veterans Cemetery.

County Attorney's Remarks

None

Communications:

9. From Assemblyman Brian M. Kolb, acknowledgment of receipt of Seneca County Res. No. 12-2020, in support of increasing the state appropriation for the Cornell Cooperative Extension County Associations; and Seneca County Res. No. encouraging NYS legislature to designate Sampson Veterans Memorial Cemetery as its first recognized State Veterans Cemetery.

10. From NYS Department of Environmental Conservation, a letter dated January 29, 2020, stating that based on the recently adopted Seneca County Sewer Use Local Law and an email from Supervisor Hayssen, Town of Varick, that the sewer moratorium is hereby lifted within the defined areas of Sewer Districts #1 & #2; but will remain in place for "Out of District" users until the municipalities adopt sewer use laws that are equivalent to the County SUL adopted on November 26, 2019.

11. From Seneca County Soil & Water Conservation District, seeking re-appointments for Supervisors Reynolds and McGreevy as legislative representatives on the Soil and Water Conservation District Board for a 1-year term January 1, 2020 through December 31, 2020.

12. From The Halpin Firm, Notice of a Public Hearing to be held by the Seneca County Industrial Development Agency (IDA) on January 30, 2020 at 3:00 p.m. at Seneca Falls Municipal Building regarding the application from Fingerlakes Agronomics, Inc. to enter into a transaction in which the IDA will assist in the acquisition of Lot Nos. 3, 4, and 5, Rodman Drive, Seneca Falls; the construction on the land of dry and liquid fertilizer buildings, a seed distribution facility, an equipment storage building and an office building and scale house, and related amenities, and; the acquisition and installation by Fingerlakes Agronomics, Inc. in and around the improvements of certain items of equipment and other tangible personal property.

13. From NYS Office of Children & Family Services, notice of approval of the Seneca County's Supervision and Treatment Services for Juveniles Program (STSJP) plan for Program Year (PY) 2019-20.

14. A copy of Inter County Association of Western New York & Inter County of the Adirondacks meeting minutes January 29, 2020.

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15. From USDA Office of the Secretary, notification that Seneca County received a Secretarial natural disaster designation of Primary County due to excessive rain during April 1, 2019 crop year based on the Loss Assessment Reports for 43 New York counties; this designation makes farm operators in primary counties eligible to be considered for certain assistance from FSA, provided eligibility requirements are met. Farmers have 8 months from the date of a Secretarial disaster declaration to apply for emergency loans.

16. From Honorable Craig J. Doran, Supreme Courts Justice, Seventh Judicial District Administrative Judge, a letter dated January 28, 2020 to Chairman Hayssen, regarding Chief Judge DiFiore's proposal regarding Trial Court Consolidation and to urge the Board of Supervisors to initiate the introduction and adoption of a resolution supporting the Chief Judge's plan which would amend the State Constitution by eliminating the eleven separate trial courts and replace them with a much less complex structure.

17. From Mary Anne Kowalski, written comments for the January 28, 2020 Public Hearing regarding proposed local law A, 2020, establishing salaries of certain county officials for 2020, opposing additional compensation for the Public Works Commissioner.

18. A copy of the Seneca County Sheriff's Monthly Snapshot for January 2020.

19. A copy of the Seneca County IDA Annual Meeting minutes January 9, 2020

RESOLUTIONS & MOTIONS

**BOARD OF SUPERVISORS REQUESTS HOME RULE LEGISLATION FOR
EXTENSION OF ADDITIONAL 1% SALES TAX**

RESOLUTION NO. 19-2020, moved by Sprvr. Reynolds, second by Sprvr. Garlick Lorenzetti and adopted.

WHEREAS, the County of Seneca presently has authority to collect an additional one percent sales tax pursuant to Section 1210(28) of the New York State Tax Law; and

WHEREAS, such authority expires November 30, 2020; and

WHEREAS, without said additional one percent sales tax, real estate taxes would be significantly further burdened; and

WHEREAS, this resolution has been reviewed and approved by the Finance, Assessment, & Insurance Standing Committee on January 28, 2020; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby requests our State Legislators, Senator Pamela Helming, Assemblyman Phillip Palmesano and State Assemblyman Brian Kolb, to prepare and

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introduce a Home Rule Statute amending Section 1210(28) of the New York State Tax Law and giving the County of Seneca authority to extend the additional one percent sales tax to November 30, 2023.

**BOARD OF SUPERVISORS AUTHORIZES AMENDMENTS
TO 2019 SENECA COUNTY BUDGET**

RESOLUTION NO. 20-2020, moved by Sprvr. Reynolds, second by Sprvr. Trout and adopted.

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 Finance, Assessment, and Insurance Standing Committee at its meeting on January 28, 2020; now, therefore be it

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

Line Item	Description	Increase / (Decrease)	Revenue / Expenditure	\$
Note 1: Comm College Tuition Budget adjustments				
102490 54700	Community College	Increase	Expenditure	\$410,000
109998 41110	Sales & Use Tax	Increase	Revenue	\$410,000
Note 2: Probation Salary & Fringe Benefits Adjustment				
103140 51100	Salaries	Increase	Expenditure	\$12,442
103140 58600	Health Insurance	Increase	Expenditure	\$2,687
103140 51300	Overtime	Decrease	Expenditure	\$3,839
103140 58100	Retirement	Decrease	Expenditure	\$736
109998 41110	Sales & Use Tax	Increase	Revenue	\$10,554
Note 3: Sheriff LEC Overtime				
103150 54520	Food Supplies Exp	Decrease	Expenditure	\$25,500
103150 58600	Health Insurance	Decrease	Expenditure	\$10,443
103150 51300	Overtime	Increase	Expenditure	\$35,943
Note 4: DHS Workforce MOU Adjustment				
106010 54700 SSWF2	WF MOU DSS TANF	Increase	Expenditure	\$112,882
106010 54700 SSWF3	WF MOU FSET	Increase	Expenditure	\$14,365
106010 54700 SSWF4	WF MOU TANF SER	Decrease	Expenditure	\$127,247
Note 5: Weatherization Adjustment				
106550 44804	Federal Aid	Increase	Revenue	\$24,000
106550 54380	Other Fees & Service	Increase	Expenditure	\$24,000
Note 6: Water 1 Adjustment				
318310 54220	Repairs & Maintenance	Decrease	Expenditure	\$43,865
318310 54141	Purchase of Water	Increase	Expenditure	\$43,865
Note 7: Highway Maintenance & Snow Removal Adjustment				

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405110 51100	Salaries	Decrease	Expenditure	\$23,392
405144 51100	Salaries	Increase	Expenditure	\$10,249
405144 51300	Overtime	Increase	Expenditure	\$13,143
405110 54543	Stone & Gabions	Decrease	Expenditure	\$18,100
405114 54201	Machinery Rental	Increase	Expenditure	\$18,100
Note 8: Road Machinery Adjustment				
505130 42801	Interfund Revenues	Increase	Revenue	\$75,000
505130 54420	Gas & Oil	Increase	Expenditure	\$75,000
Note 9: WC Benefits & Awards budget adjustment				
601710 54280	State Assessment	Decrease	Expenditure	\$13,878
601710 54000	Contractual	Decrease	Expenditure	\$6,297
601710 54560	Excess Insurance	Decrease	Expenditure	\$6,347
601710 54700	Investigations	Decrease	Expenditure	\$2,838
601710 52300	Computer Equipment	Decrease	Expenditure	\$1,000
601710 54702	Legal Services	Increase	Expenditure	\$14,100
601720 54100	Benefits & Awards	Increase	Expenditure	\$51,825
601720 54200	Medical	Increase	Expenditure	\$8,986
60 3599	Approp Fund Balance	Increase	Fund Balance	\$45,000

**BOARD OF SUPERVISORS WAIVES INTEREST AND PENALTIES IN ACCORDANCE WITH
REAL PROPERTY TAX LAW §1182 FOR THE PROPERTY IDENTIFIED AS
TAX MAP #28-1-24 FOR 2017, 2018, 2019**

RESOLUTION NO. 21-2020, moved by Sprvr. Reynolds, second by Sprvr. Brownell and adopted.

WHEREAS, the property at 1766 Auburn Road, Seneca Falls, (tax map # 28-1-24) was sold at a Federal tax auction in late 2019; and

WHEREAS, the said property had been delinquent in Seneca County, Seneca Falls Town, and Seneca Falls Central School District taxes for several years, but due to the pending Federal action, no attempt was made to force a tax lien foreclosure by Seneca County; and

WHEREAS, the current total taxes \$60,561.99, interest \$10,528.54, and penalties due \$125.00 associated with said property total \$71,215.53; and

WHEREAS, under Real Property Tax Law § 1182, the Seneca County Board of Supervisors, as the governing municipality, can waive the interest and the penalties if it is determined that it is for the best interests of the tax district; and

WHEREAS, the total taxes owed by the previous owner are now the responsibilities or the new owner in the amount of \$60,561.99, which include the current Town and County tax bill for 2020 and

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WHEREAS, the new owner states that he is willing to pay the base amount of taxes for 2017, 2018, 2019 and 2020 at \$60,561.99, but requests that the interest and penalties be waived as he is bringing the property back to taxes paid standing; and

WHEREAS, if the County had been able to proceed on the tax lien the amount recovered would likely have been substantially less than the amount being offered by the owner; and

WHEREAS, the Finance, Assessment and Insurance Standing Committee approved this resolution on January 28, 2020; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisor waive the interest and penalties in accordance with Real Property Tax Law of the State of New York § 1182, for the property at 1766 Auburn Road, Seneca Falls, (tax map # 28-1-24), for the years 2017, 2018 and 2019, and directs the Treasurer to collect the unpaid taxes in full for the years stated above, and any interest that may accrue on the 2020 Town and County taxes.

**BOARD OF SUPERVISORS AUTHORIZES PAYMENT IN LIEU OF TAXES (PILOT)
AGREEMENTS FOR SOLAR ENERGY SYSTEMS IN THE TOWN OF SENECA FALLS**

RESOLUTION NO. 22-2020, moved by Sprvr. Reynolds, second by Sprvr. Ferrara and adopted.

WHEREAS, Sangolqui Solar, LLC and Donati Solar, LLC have proposed solar energy system projects in the Town of Seneca Falls; and

WHEREAS, said owners have submitted Notices of Intent to each of the Taxing Jurisdictions that they plan to build and operate a “Solar Energy System” as defined in New York Real Property Tax Law (“RPTL”) Section 487 (1)(b), each with an expected nameplate capacity of approximately 2 Megawatts AC on parcels of land located within the Town of Seneca Falls; and

WHEREAS, Seneca County reviewed and accepted said projects prior to opting out of RPTL Section 487 by Board of Supervisor Resolution in 2018; and

WHEREAS, pursuant to RPTL Section 487 (9)(a), the Taxing Jurisdictions have indicated their intent to require a Payment in Lieu of Taxes (“PILOT”) Agreement with the Owners, under which the Owners (or any successor owners of the Projects) will be required to make annual payments to each of the Taxing Jurisdictions for each year during the term of this Agreement; and

WHEREAS, the Owners have submitted or will submit to the assessor of the Town of Seneca Falls an RP-487 Application for Tax Exemption of Solar or Wind Energy Systems or Farm Waste Energy Systems, demonstrating its eligibility for a real property tax exemption pursuant to RPTL Section 487; and

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WHEREAS, Owners agree to make annual payments to the Taxing Jurisdictions in lieu of real property taxes for the Projects for a period of fifteen (15) consecutive fiscal tax years. Annual payments may not exceed the amounts that would otherwise be payable but for the RPTL 487 exemption. Such 15-year term shall commence on the first taxable status date following commencement of the construction of the Project and shall end the fifteenth fiscal year following the Commercial Operations Date. The first annual payment shall be in the amount of \$1,800 per Megawatt AC of Capacity. Thereafter Annual Payments will escalate by one and a half percent (1.5%) per year.

WHEREAS, this resolution has been reviewed and recommended for adoption by the Finance, Assessment and Insurance Standing Committee of the Board of Supervisors at its Meeting on January 28, 2020; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes a Payment In Lieu of Taxes (PILOT) Agreement for Solar Energy Projects at 1651 Gravel Road (Tax Map 453289-28-1-60) and 2762 State Route 318 (Tax Map 453289-28-1-15.11) in the Town of Seneca Falls.

**BOARD OF SUPERVISORS AUTHORIZES ACCEPTANCE OF \$26,833.38 GRANT FROM
RURAL HEALTH NETWORK TO SUPPORT CONTRACTED CERTIFIED PEER RECOVERY
ADVOCATE REIMBURSEMENT FOR SERVICES**

RESOLUTION NO. 23-2020, moved by Sprvr. Enslow, second by Sprvr. Trout and adopted.

WHEREAS, Seneca County has received \$26,833.38 in grant funding from The Rural Health Network in support of Certified Recovery Peer Advocate (CRPA) services to support SCCCC clients struggling with Opioid Use Disorder (OUD) in the Seneca County Addictions Program of the Seneca County Mental Health Department; and

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

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

WHEREAS, the Mental Health Services Standing Committee reviewed and approved this resolution at its January 28, 2020 meeting; and

WHEREAS, it is necessary for the County Manager to sign the contract to receive the funding; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby authorizes and directs the County Manager to sign all necessary documents to accept and administer the \$26,833.38 grant with the

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Rural Health Network to support delivery of Peer Services to support Seneca County community members struggling with Opioid Use Disorder (OUD); and now therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes and directs the Finance Department to make the necessary budgetary and accounting entries to account 10.4323.1634 to effect the intent of this resolution.

**SUPERVISORS APPROVE ELIMINATION OF ONE FULL-TIME TYPIST POSITION AND
CREATION AND FILLING OF ONE FULL-TIME OFFICE COORDINATOR POSITION FOR
THE MENTAL HEALTH DEPARTMENT IN FISCAL YEAR 2020**

RESOLUTION NO. 24-2020, moved by Sprvr. Enslow, second by Sprvr. Borst and adopted.

WHEREAS, there is a need for increased coordination and support for the Mental Health Department's developing front office; and

WHEREAS, an Office Coordinator would provide necessary coordination and support to increase efficiencies in front office processes, including compliance and billing; and

WHEREAS, the Mental Health Department will eliminate a vacant typist position in order to help support financing of the Office Coordinator position; and

WHEREAS, the elimination of the Typist position and creation and filling of the Office Coordinator position has been approved by the Seneca County Vacancy Committee on January 14, 2020; and

WHEREAS, this resolution was approved by the Mental Health Services Standing Committee on January 28, 2020; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors authorizes the Seneca County Mental Health Department to create and fill one full-time Office Coordinator position; and be it further

RESOLVED, that the Department of Finance be authorized and directed to make the necessary budgetary and accounting entries to affect the intent of this resolution.

**AWARD BID TO SENECA STONE CORP FOR BALSLEY ROAD
REHABILITATION PROJECT PIN 3756.14**

RESOLUTION NO. 25-2020, moved by Sprvr. Trout, second by Sprvr. Kronenwetter and adopted.

WHEREAS, on October 15, 2019, request for bids for Balsley Road Rehabilitation was advertised; and

WHEREAS, on November 14, 2019, five bids were received and opened from Seneca Stone Corporation, Hanson Aggregates, Sealand Contractors Corp., Paul F. Vitale, Inc., and Villager Construction, Inc.; and

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WHEREAS, Seneca Stone Corp. of Seneca Falls, New York, responded with the lowest bid of \$1,168,665.00; and

WHEREAS, the funds for this capital project construction are budgeted in account 805113-52000-BLSRD; and

WHEREAS, the Public Works Standing Committee approved this resolution on January 28, 2020; now, therefore it be

RESOLVED, that the Seneca County Board of Supervisors does hereby award the bid to Seneca Stone Corporation of Seneca Falls, New York for Balsley Road Rehabilitation PIN 3756.14; and be it further

RESOLVED, that the County Manager is authorized and directed to sign any and all necessary documents to effect this resolution.

SUPERVISORS AWARD PURCHASE OF MASSEY FERGUSON ROADSIDE MOWER

RESOLUTION NO. 26-2020, moved by Sprvr. Trout, second by Sprvr. Brownell and adopted.

WHEREAS, Seneca County Highway Department seeks to purchase a 2020 Massey Ferguson 5711S roadside mower; and

WHEREAS, said included in the Sourcewell Contract #95870, a competitively solicited cooperative; and

WHEREAS, Pursuant to Local Law No. 1 of the Year 2015, the Seneca County Board of Supervisors has authorized the use of Best Value Award Methodology for Purchase Contracts; and

WHEREAS, funds for the purchase of 2020 Massey Ferguson 5711S roadside mower in the amount of \$135,675.00 have been appropriated from the 2020 Seneca County Highway Road Machinery Vehicle Account 50-505130-52600; and

WHEREAS, this resolution was approved by the Public Works Standing Committee on January 28, 2020; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Seneca County Highway Department to purchase a 2020 Massey Ferguson 5711S roadside mower in the amount of \$135,675.00 with funds appropriated from 2020 Highway Road Machinery Vehicle Account 50-505130-52600.

**BOARD OF SUPERVISORS DESIGNATES THE FINGER LAKES TIMES OF GENEVA, NY
AS AN OFFICIAL NEWSPAPER OF SENECA COUNTY**

RESOLUTION NO. 27-2020, moved by Sprvr. Garlick Lorenzetti, second by Sprvr. Kronenwetter and adopted.

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WHEREAS, the Seneca County Board of Supervisors has designated the Ovid Gazette as its official newspaper pursuant to County Law §214 for 2020; and

WHEREAS, due to the limited publishing schedule of said paper and its limited general circulation throughout the county, the ability to provide timely and readily available public notice necessary for local laws and notices can best be met by the designation of an additional newspaper for such purposes as set forth under County Law §214; and

WHEREAS, the Government Operations Standing Committee has reviewed and approved this resolution on January 28, 2020; now, therefore be it

RESOLVED, that the Finger Lakes Times of Geneva, NY is hereby designated an official newspaper of Seneca County.

**MAYORS OF OVID AND LODI DESIGNATED AS EX-OFFICIO OF
STANDING COMMITTEE NO. 13 - WATER AND SEWER COMMITTEE**

RESOLUTION NO. 28-2020, moved by Sprvr. Garlick Lorenzetti, second by Sprvr. Trout and adopted.

WHEREAS the Board of Supervisors has established the Water and Sewer Treatment Management and Operations Committee responsible for all matters pertaining to Seneca County Sewer Districts 1 & 2, as well as Water District 1; and

WHEREAS the Villages of Ovid and Lodi are both served by Seneca County Sewer District #1 and their residents are direct users of such utility; and

WHEREAS it is deemed relevant and important to this Board that the residents of both Villages have direct input and communication with the County in regard to the present and future operations of said sewer district; and

WHEREAS, the Government Operations Standing Committee reviewed and approved this resolution on January 28, 2020; now, therefore be it

RESOLVED, that pursuant to County Law §154, the Mayors of the Villages of Ovid and Lodi, by virtue of their elected offices, are hereby designated “ex-officio” members of the Sewer committee; and with such status are designated “non-voting” members of said committee to participate in discussions of matters related to Seneca County Sewer District 1; and that their number shall not count for determination of quorum or majority of vote; and, be it further

RESOLVED, that each mayor may name another Village Board member to take their place in their absence from any meeting of the committee.

Amendment to the Main Motion – Resolution No. 28-2020

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Sprvr. Barnhart offered a motion, second by Sprvr. Trout, and carried, to amend the main motion by replacing the text in the second Resolved clause, “an alternate”, with the text, “another Village Board member”.

BOARD OF SUPERVISORS ACCEPTS FY18 REGIONAL HAZARDOUS MATERIALS GRANT

RESOLUTION NO. 29-2020, moved by Sprvr. Brownell, second by Sprvr. Trout and adopted.

WHEREAS, the NYS Division of Homeland Security and Emergency Services authorized a \$110,000 Regional Hazardous Materials (HAZMAT) FY18 grant to Seneca County; and

WHEREAS, pursuant to Resolution 92-19, the Seneca County Board of Supervisors authorized applying for this grant funding; and

WHEREAS, Seneca County is joined with Ontario, Wayne, and Yates Counties in a collaborative effort to provide a hazardous materials response and emergency rescue capability of Seneca County and the three adjoining counties; and

WHEREAS, this grant requires no local match and the performance period ends on August 31, 2021; and

WHEREAS, 5% of the grant proceeds can be used for grant administration; and

WHEREAS, Fire Coordinator Jeffrey Case will be administering this grant and will receive \$5,500 (or 5%) of the grant budget for this administration; and

WHEREAS, this resolution was reviewed and approved by the Public Safety Standing Committee on January 28, 2020; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the County Manager to sign any required documentation to accept the HAZMAT FY18 grant proceeds for the enhancement of hazardous material response capabilities; and be it further

RESOLVED, that the Department of Finance be authorized and directed to amend the 2020 budget as follow with the unused portions flowing into future years:

<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	
103642-44389-RHM18	Hazmat 18 Federal Revenue	\$110,000	Increase
103642-52400-RHM18	Equipment Technical	\$ 37,000	Increase
103642-54220-RHM18	Repairs & Maintenance	\$ 31,500	Increase
103642-54550-RHM18	Other Supplies	\$ 36,000	Increase
103642-54700-RHM18	Contractual Expense	\$ 5,500	Increase

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.

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**AUTHORIZE CREATION AND FILLING OF POSITION FOR ONE (1) FULL-TIME PC
SUPPORT SPECIALIST IN THE INFORMATION TECHNOLOGY DEPARTMENT**

RESOLUTION NO. 30-2020, moved by Sprvr. Cleere, second by Sprvr. Trout and adopted.

WHEREAS, the Director of Information Technology has identified the need for an additional position of to meet the need of both internal direct customer support and possible shared services to other municipalities in the Seneca County; and

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

WHEREAS, the 2020 Seneca County Budget of the Information Technology Department and County Contingency will need to be amended as follows:

Increase:	Salaries (51100)	\$	42,580.00
Increase:	Retirement (58100)	\$	3,917.36
Increase:	Social Security (58300)	\$	2,639.96
Increase:	Workers Compensation (58400)	\$	851.60
Increase:	Health Insurance (58600)	\$	5,388.42
Increase:	Medicare (58700)	\$	617.41
Decrease:	Contingency (101990 54700)	\$	10,994.75

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 Technology Standing Committee on January 28th, 2020; 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, and amending the 2020 Seneca County Budget as outlined in this Resolution.

Divide the Question - Amendment to the Main Motion - Resolution Nos. 30-2020 & 31-2020

In accordance with Board of Supervisors Rules of Order Rule 16, Chairman Hayssen allowed the request of Sprvr. Cleere to divide the question in two parts. First part would be to authorize the creation and filling of the PC Technician position; the second part would be to authorize an inter-municipal agreement with Seneca Falls for Shared Services.

Sprvr. Cleere offered a motion, second by Sprvr. Kronenwetter, and carried, to consider the question authorizing the creation and filling of a PC Support Technician to be shared with the Town of Seneca Falls.

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Sprvr. Cleere offered a motion, second by Sprvr. Trout, and carried to consider the question authorizing an inter-municipal agreement with the Town of Seneca Falls for shared services for the newly created position of PC Support Technician.

AUTHORIZE INTER-MUNICIPAL AGREEMENT FOR SHARED SERVICES WITH SENECA FALLS FOR PC SUPPORT AND INFORMATION TECHNOLOGY SERVICES ON A TRIAL BASIS AND AMEND THE 2020 COUNTY BUDGET

RESOLUTION NO. 31-2020, moved by Sprvr. Cleere, second by Sprvr. Hayes and adopted.

WHEREAS, the Town of Seneca Falls has expressed interest in entering into a shared services agreement with Seneca County for information technology services and support; and

WHEREAS the County is agreeable to enter into such agreement as a pilot study program with the Town of Seneca Falls for such shared services to be provided by the Seneca County Information Technology Department; and

WHEREAS such a shared services agreement could form the basis for an expanded shared services program with other municipalities within Seneca County; and

WHEREAS, the Town of Seneca Falls has agreed to provide initial funding in support of the pilot study program and obtain services for the first year in the amount of \$45,000 per year for the first year and to transition to a fee for service funding in the second year, as set forth in the Seneca County and Town of Seneca Falls Information Technology Shared Services Agreement; and

WHEREAS, the agreement shall commence not later than March 1, 2020, and shall continue for an initial term through December 31, 2021, noting that this agreement shall be reviewed after six (6) months, to determine the financial and logistical impact to both the Town and the County to determine if the agreement should continue through the full term; and

WHEREAS, the 2020 Seneca County Budget of the Information Technology Department and County Contingency will need to be amended as follows:

Increase: Contingency (101990 54700) \$ 45,000.00;

WHEREAS, this resolution was approved by the Technology Standing Committee on January 28th, 2020; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorizes the County Manager to enter into a trial Shared Services Agreement and amending the 2020 Seneca County Budget as outlined in this Resolution.

BOARD CREATES POSITION OF WATER & SEWER MAINTAINER

RESOLUTION NO. 32-2020, moved by Sprvr. Hayes, second by Sprvr. Borst and adopted.

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WHEREAS, there has been a need identified to fill the part-time position in the Water & Sewer Department due to a leave of absence; and

WHEREAS, the existing position of Water & Sewer Maintainer includes the reading, removing, installing and resetting water meters and other related duties; and

WHEREAS, the Vacancy Committee approved the creation of a part-time position for Water & Sewer Maintainer at its meeting on January 14, 2020; and

WHEREAS, this resolution was reviewed and approved by the Water and Sewer Treatment Management and Operations Standing Committee on January 28, 2020; now, therefore be it

RESOLVED, that the Board of Supervisors creates and authorizes filling a position for part-time Water & Sewer Maintainer, to be placed on Salary Grade 4 of the CSEA Salary Schedule, effective immediately.

**AUTHORIZE CONTRACTS WITH YAWS ENVIRONMENTAL FOR
OPERATION OF SEWER DISTRICT PROPERTIES**

RESOLUTION NO. 33-2020, moved by Sprvr. Hayes, second by Sprvr. Barnhart and adopted.

WHEREAS, the Seneca County Sewer Districts have maintained contracts with Yaws Environmental Process Control, Inc. for the operation of sewer district properties; and

WHEREAS, Yaws Environmental Process Control, Inc. has proposed a three-year agreement to such contracts at an annual increase of three percent; and

WHEREAS, Seneca County desires to continue such contracts with Yaws Environmental Process Control, Inc., and

WHEREAS, the funding exists in the 2020 Budget in Sewer 1 account 32-8110-54700 and Sewer 2 account 33-8110-54700; and

WHEREAS, this resolution has been reviewed and approved by the Water and Sewer Treatment Management and Operations Standing Committee Standing Committee on January 28, 2020; now therefore be it

RESOLVED, that the Chairman of the Seneca County Board of Supervisors be authorized and directed to sign all necessary documentation to enter into contracts with Yaws Environmental Process Control, Inc. PO Box 4796, Ithaca NY 14852 for operation of the facilities belonging to Seneca County Sewer Districts No. 1 and 2 for a period of three years commencing on January 1, 2020 and ending on December 31, 2022.

**BOARD OF SUPERVISORS REVISE CIVIL SERVICE RULES I, VII, XIV, XVI, XXI AND XXV
SUBJECT TO THE APPROVAL OF THE STATE CIVIL SERVICE COMMISSION**

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RESOLUTION NO. 34-2020, moved by Sprvr. Ferrara, second by Sprvr. trout and adopted.

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 Personnel Officer ran a public hearing notice on January 15th, 22nd and 29th for three (3) consecutive weeks and conducted a Public Hearing on Thursday, February 6, 2020; and

WHEREAS, the Personnel Committee has reviewed and approved this resolution at its committee meeting on January 28, 2020; now, therefore be it

RESOLVED, that 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.

3. LOCAL PREFERENCE IN CERTIFICATIONS.

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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:

A. 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

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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

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

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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 eligibles, or where an eligible list is depleted of all eligibles 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

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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 eligibles, or where an eligible list is

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depleted of all eligibles 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,
- B. 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.

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BOARD OF SUPERVISORS AMENDS MANDATORY DIRECT DEPOSITS

RESOLUTION NO. 35-2020, moved by Sprvr. Ferrara, second by Sprvr. Brownell and adopted.

WHEREAS, The Board of Supervisors adopted and directed the County Manager to implement a mandatory direct deposit of compensation for all full-time management employees and elected officials of Seneca County on May 8, 2018; and

WHEREAS, it is agreed that printed checks for employee compensation is cost inefficient, administratively burdensome, vulnerable to mistakes and should be minimized; and

WHEREAS, while a policy of all county employees receiving compensation by direct deposit is beneficial and preferred, labor union contracts must first be amended to enjoy the benefits of directly depositing compensations; and

WHEREAS, an amendment is required to include all management employees as well as non-union employees; and

WHEREAS, the Personnel Committee has reviewed and approved this resolution at its January 28, 2020 meeting; and now therefore be it

RESOLVED, the Board of Supervisors directs the County Manager to implement mandatory direct deposits of compensation for all Management and Non-Union Employees of Seneca Coun

**SUPERVISORS REVISE POLICY NO. 101.200 "REFILLING VACANT POSITIONS" POLICY
EFFECTIVE IMMEDIATELY**

RESOLUTION NO. 36-2020, moved by Sprvr. Ferrara, second by Sprvr. Reynolds and adopted.

WHEREAS, The Board of Supervisors has adopted a System for Refilling Vacant Positions; and

WHEREAS, It is desirable to revise Seneca County Policy 101.200 / Refilling Vacant Positions based on the new Committee Structures; and

WHEREAS, the Personnel Standing Committee has reviewed and approved this Resolution at its Committee Meeting on January 28, 2020; therefore be it

RESOLVED, the Seneca County Board of Supervisors revises Seneca County Policy Manual, 101.200 to read as follows:

A. For budgeted full-time or part-time authorized positions becoming vacant, the procedure to fill the vacancy shall be as follows:

1. The Department Head for the department or division in which the vacancy occurs shall submit a Request for Personnel Action to the County Manager.

2. The County Manager, or his/her designee, shall, upon receipt of such written justification, log the position vacancy and hold it for the next Vacancy Committee meeting.

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3. The Vacancy Committee shall consist of the Chair and Vice Chair of the Personnel Committee, and Chair of the Finance, Assessment & Insurance Committee, and shall meet on a designated day of each month in which there is such application or applications to fill a vacancy. The County Manager and Personnel Officer shall attend in an advisory capacity. Department Heads will be expected to attend this meeting to provide justification for refilling such vacant positions.

4. The Vacancy Committee shall decide if and when a vacancy shall be approved.

5. The Committee's decision shall be noted on a vacancy log and written notice of this decision shall be transmitted to the Department Head for the department or division in which such vacancy shall have occurred.

6. Following approval by the Vacancy Committee of the filling of the vacancy, the Department Heads will submit agenda items to the Personnel Officer who will submit to the Clerk of the Board of Supervisors for inclusion on the Personnel Committee of the Board's Agenda.

7. No vacant position shall be refilled without authorization from the Vacancy Committee and approval by the Personnel Committee of the Board.

B. When there is a need to create a new position, the procedure shall be as follows:

1. The Department Head shall submit a New Position Duties Statement (MSD222) to the County Manager and Personnel Officer that clearly describes the duties of the new position.

2. After an analysis of the duties and responsibilities of the position, the Personnel Officer shall assign the appropriate job title and salary.

3. The above guidelines under Section A above shall be utilized in filling the new position.

In addition, a resolution will be required from the Board of Supervisors to create and fund the new position.

C. When a permanent and material change is made in the duties and responsibilities of any position, the procedure shall be as follows

1. The Department Head shall submit a Position Classification Questionnaire (MSD220) to the County Manager and Personnel Officer that clearly describes in detail the changes which have been made in the duties of the position.

2. After an analysis of the duties and responsibilities of the position, the Personnel Officer shall assign the appropriate job title and salary.

3. The above guidelines under Section A above shall be utilized in filling the newly assigned position.

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4. In addition, a resolution will be required from the Board of Supervisors to take action to abolish the current position and create and fund the newly assigned position.

D. To reduce overtime costs, and/or to ensure continued service to the public, the following part-time and positions, when vacant, may be refilled with approval of the County Manager and the Personnel Officer:

1. Part-time Deputy Sheriff
2. Part-time Correction Officer
3. Part-time Dispatcher
4. Part-time Food Service Helper (Office for the Aging)
5. Part-time Driver (Mental Health and Public Health)
6. Part-time Cleaner

E. Vacant positions at the Seneca County Jail that are included in minimum staffing requirements may be refilled with approval of the Vacancy Committee, County Manager and Personnel Officer.

F. Status of Vacant Positions:

1. Any position left vacant for one (1) year shall be eliminated as of January 1st of the year following the conclusion of one year after the date on which the vacancy occurred unless there is an active and on-going recruitment effort in progress.

2. By the end of September prior to the time a vacant position is to be so eliminated, the effected Department Head shall be notified by the Personnel Department of the title(s) to be eliminated pursuant to this policy. Department Heads wishing to appeal the elimination of any position shall make such appeal to the Personnel Officer no later than the first day of October immediately following the date of such notification. The Personnel Department will submit the appeal as an agenda item to the Clerk of the Board of Supervisors for inclusion on the Personnel Committee of the Board and the Finance, Assessment & Insurance Committee.

**ACCEPT \$500,000 GRANT FROM NEW YORK STATE OFFICE OF CHILDREN AND
FAMILY SERVICES EXPANSION OF CHILD CARE ASSISTANCE PROGRAM (ECCAP) AND
AMEND 2020 COUNTY BUDGET**

RESOLUTION NO. 37-2020, moved by Sprvr. Borst, second by Sprvr. Barnhart and adopted.

WHEREAS, this grant was awarded on November 27, 2019 to expand the availability of subsidized child care in Seneca County for individuals at or below the 200% federal poverty income guidelines; and

WHEREAS, the grant period is October 1, 2019 through September 30, 2021; and

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WHEREAS, there is currently a waiting list of 54 families and 88 children in need of child care subsidy assistance; and

WHEREAS, the Expansion of Child Care Assistance Program Grant will allow for these families currently on the waiting list to receive child care subsidy assistance and to open additional eligible cases after the waiting list has been exhausted; and

WHEREAS, the unspent balance should roll to future years; and

WHEREAS, the grant award and related expenses will require the following budget amendment:

Increase:	106119 43619 EXP	Expansion Child Care Revenue	\$500,000
Increase:	106119 54700 EXP	Child Care Contractual	\$500,000

WHEREAS, this resolution was approved by the Human Services Standing Committee on January 28, 2020; now, therefore, be it

RESOLVED, the Board of Supervisors does hereby accept the Expansion of Child Care Assistance Program Grant in the amount of \$500,000 and amends the 2020 Seneca County Budget in accordance with this Resolution; 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.

APPOINT REYNOLDS AND MCGREEVY TO THE

SENECA COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD

RESOLUTION NO. 38-2020, moved by Sprvr. Barnhart, second by Sprvr. Borst and adopted.

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

WHEREAS, the one-year term for the two members of the county board expired as of December 31, 2019; and

WHEREAS, Supervisor Reynolds and Supervisor McGreevy have serviced on the Soil & Water Board and are knowledgeable and committed to supporting and overseeing the goals and mission of the Seneca County Soil & Water Conservation District; and

WHEREAS, this resolution was approved by the Planning, Development, Agriculture and Tourism Standing Committee on January 28, 2020; now, therefore be it

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RESOLVED, that the Seneca County Board of Supervisors, does hereby appoint Supervisor Michael Reynolds to the Soil and Water Conservation District Board as a member representing the county board for a 1-year term effective January 1, 2020 – December 31, 2020; and be it further

RESOLVED, that the Seneca County Board of Supervisors, does hereby appoint Supervisor Ronald McGreevy to the Soil and Water Conservation District Board as a member representing the county board for a 1-year term effective January 1, 2020 – December 31, 2020.

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

RESOLUTION NO. 39-2020, moved by Sprvr. Barnhart, second by Sprvr. Reynolds and adopted.

WHEREAS, the County of Seneca has appropriated the sum of \$6,647.00 as its share for the 2020 operating funds of the Genesee/Finger Lakes Regional Planning Council; and

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

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

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

WHEREAS, this resolution was reviewed and approved by the Planning, Development, Agriculture and Tourism Standing Committee on January 28, 2020; now, therefore be it

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

RESOLVED, that the Seneca County Finance Department is hereby authorized and directed to pay the Genesee/Finger Lakes Regional Planning Council, 50 West Main Street, Suite 8107, Rochester, New York 14614, the sum of \$6,647.00 as the County's share of operating funds for the year 2020 as appropriated in the Department of Planning and Community Development's 2020 Budget account 108020.54380 Genesee Regional Planning.

**DESIGNATE ANNUAL 30-DAY PERIOD TO REQUEST INCLUSION OF PROPERTIES
IN AGRICULTURAL DISTRICTS**

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RESOLUTION NO. 40-2020, moved by Sprvr. Barnhart, second by Sprvr. Cleere and adopted.

WHEREAS, Section 303-b of the New York State, Agriculture and Markets Law states “The legislative body of any county containing a certified agricultural district shall designate an annual thirty-day period within which a land owner may submit to such body a request for inclusion of land which is predominantly viable agricultural land within a certified agricultural district prior to the county established review period. Such request shall identify the agricultural district into which the land is proposed to be included, describe such land, and include the tax map identification number and relevant portion of the tax map for each”; and

WHEREAS, this resolution was reviewed and approved by the Planning, Development, Agriculture and Tourism Committee on January 28, 2020; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors designates the annual thirty-day period to receive requests for inclusion of viable agricultural lands in Certified Agricultural Districts to be March 1, 2020 through March 31, 2020.

**SUPERVISORS AUTHORIZE ISSUANCE OF REQUEST FOR PROPOSAL FOR
PROFESSIONAL SERVICES TO UPDATE THE COUNTY
AGRICULTURE & FARMLAND PROTECTION PLAN**

RESOLUTION NO. 41-2020, moved by Sprvr. Barnhart, second by Sprvr. Reynolds and adopted.

WHEREAS, by Resolution No. 72-19, the Seneca County Board of Supervisors authorized application to New York State Department of Agriculture and Markets for grant funding to update the Seneca County Agriculture & Farmland Protection Plan; and

WHEREAS, by Resolution No. 118-19, the Seneca County Board of Supervisors committed a \$10,000 cash match, and \$25,000 in-kind match for the same purpose; and

WHEREAS, Seneca County was awarded a \$50,000 grant from the New York State Department of Agriculture and Markets; and

WHEREAS, the preparation of the Agriculture & Farmland Protection Plan will require the assistance of professional consultants to assure the Plan meets all requirements of the NYS Department of Agriculture and Markets; and

WHEREAS, the Planning, Development, Agriculture and Tourism Standing Committee reviewed and approved this resolution on January 28, 2020; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby authorizes and directs the Department of Planning and Community Development to prepare and issue a Request for Proposals from

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qualified planning firms to prepare an update to the Seneca County Agriculture & Farmland Protection Plan.

**SUPERVISORS SUPPORT AND DIRECT RESTORATION EFFORTS FOR
HISTORICAL MARKERS WITHIN SENECA COUNTY**

RESOLUTION NO. 42-2020, moved by Sprvr. Barnhart, second by Sprvr. Enslow and adopted.

WHEREAS, in 1923 the New York Historical Association was directed to suggest possible celebrations for the upcoming "150th Anniversary of the American Revolution" and to arrange the commemoration of the Sesquicentennial, including markers to designate sites that were of historic significance, and

WHEREAS, after many years of management and financial support, New York State no longer oversees the marker program; and

WHEREAS, historical markers are an important component of Seneca County's rich history and contribute to the County's tourism economy sector; and

WHEREAS, there are a number of historic markers in the county in need of repair and restoration; and

WHEREAS, funding from the County's Hotel-Motel Fund is an appropriate source to support restoration of markers within the County; and

WHEREAS, the Planning, Development, Agriculture and Tourism Standing Committee approved this resolution on January 28, 2020; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes and directs that an amount not to exceed \$15,000 in Hotel-Motel Tax Funds be appropriated to support County initiated restoration efforts for historical markers.

**APPOINTMENTS TO THE REGION 8 FISH AND WILDLIFE
MANAGEMENT ADVISORY BOARD**

RESOLUTION NO. 43-2020, moved by Sprvr. Barnhart, second by Sprvr. Kronenwetter and adopted.

WHEREAS, Section 11-0501 of the New York State Environmental Conservation Law (ECL) establishes a Fish and Wildlife Management Advisory Board (FWMAB) for each of the Departments nine regions; and

WHEREAS, the regional FWMAB shall consist of three members from each county representing the following interests: County Board of Supervisors; County Sportsmen; and County Landowners; and

WHEREAS, the representatives of the FWMAB are appointed by the county's chairman with the approval of the Board of Supervisors; and

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WHEREAS, the term for Legislative representative and the term for Sportsmen's representative expire at the end of odd numbered years; and

WHEREAS, the term for Landowner representative expires at the end of even numbered years, however is currently vacant; and

WHEREAS, the Planning, Development, Agriculture & Tourism Standing Committee approved this resolution on January 28, 2020; now, therefore be it

RESOLVED, that the Chairman of the Seneca County Board of Supervisors, with the approval of the Board of Supervisors does hereby make the following appointments to the Region 8 Fish and Wildlife Management Advisory Board:

- Legislative Representative: Paul Kronenwetter for a 2-year term effective Jan 1 2020 - Dec 31 2021
- Sportsmen's Representative: Tom Grasek for a 2-year term effective Jan 1 2020 - Dec 31 2021
- Alternate Sportsmen's Representative: John Andrews for a 2-year term effective Jan 1 2020 - Dec 31 2021
- Landowner Representative: Frank Sinicropi to serve until the current term expires on December 31, 2020

**SUPERVISORS ACCEPT NEW YORK STATE LOCAL GOVERNMENT EFFICIENCY
GRANT, COMMIT LOCAL MATCH & AUTHORIZE REQUEST FOR PROPOSAL FOR A
WATER AND SEWER AUTHORITY WITHIN SENECA COUNTY**

RESOLUTION NO. 44-2020, moved by Sprvr. Barnhart, second by Sprvr. Kronenwetter and adopted.

WHEREAS, the Seneca County Board of Supervisors authorized and supported the submission of a NYS Consolidated Funding Application to consider the formation of a Water & Sewer Authority within Seneca County by Resolution No. 97-19; and

WHEREAS, Seneca County was successful in securing the grant request in the amount of \$37,500 with a local match of \$37,500; and

WHEREAS, funding to support the local match is available in Account No. 108020-54371; and

WHEREAS, professional services to assist with public and inter-municipal outreach, legislation, staffing and engineering considerations will be necessary; and

WHEREAS, the formation of a Water & Sewer Authority has the potential to stabilize decision making and administration; and

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WHEREAS, this resolution has been reviewed and approved by the Planning, Development, Agriculture and Tourism Standing Committee on January 28, 2020; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors accepts the New York State Grant in the amount of \$37,500, commits the local match of \$37,500 and authorizes and directs the issuance of a Request for Proposals for consulting services to develop a framework for implementation of a Water & Sewer Authority in Seneca County.

APPOINT RALPH LOTT TO SENECA COUNTY AGRICULTURE ENHANCEMENT BOARD

RESOLUTION NO. 45-2020, moved by Sprvr. Barnhart, second by Sprvr. Brownell and adopted.

WHEREAS, New York State Ag & Market Law Article 22AA §302(1)(b) states that the membership of the Agriculture Enhancement Board includes a representative of the county legislative body appointed by the chairman and with approval of said legislative body for a term coterminous with the member's term of elected office to the Ag Enhancement Board; and

WHEREAS, this resolution was approved by the Planning, Development, Agriculture and Tourism Standing Committee on January 28, 2020; now, therefore be it

RESOLVED, that Supervisor Ralph Lott is hereby appointed by the Chairman of, and with the approval of the Seneca County Board of Supervisors, for a term coterminous with his elected term of January 1, 2020 through December 31, 2021.

**BOARD OF SUPERVISORS REAPPOINTS CONNIE RICHARDSON TO
THE SENECA COUNTY BOARD OF HEALTH**

RESOLUTION NO. 46-2020, moved by Sprvr. McGreevy, second by Sprvr. Barnhart and adopted.

WHEREAS, Connie Richardson is a Seneca County resident and has served as a community member on the Seneca County Board of Health for several years; and

WHEREAS, her term on the Board of Health expired on December 31, 2019; and

WHEREAS, she has agreed to continue to serve on the County Board of Health for a six year term to expire on December 31, 2025; and

WHEREAS, the Public Health Standing Committee has reviewed and approved this resolution on January 28, 2020; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby reappoint Connie Richardson to the Seneca County Board of Health for a six year term to expire on December 31, 2025.

**AUTHORIZE CONTRACT WITH NEW YORK STATE DEPARTMENT OF HEALTH FOR
THE IMMUNIZATION ACTION GRANT**

RESOLUTION NO. 47-2020, moved by Sprvr. McGreevy, second by Sprvr. Borst and adopted.

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WHEREAS, the New York State Department of Health has awarded the Seneca County Health Department \$31,050 for the period April 1, 2020 to March 31, 2021 for the administration of the Immunization Action Program Grant; and

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

WHEREAS, these grant funds are budgeted in the 2020 Health Department revenue under account 104010-43444 and these funds are used to support the budgeted Health Department salaries and contractual account line 104010-54704; and

WHEREAS, the Public Health Standing Committee approved this resolution on January 28, 2020; 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 Immunization Action Program Grant for the period April 1, 2020 to March 31, 2021 in the amount of \$31,050.

Unfinished Business

None

New Business

Rule 29: Sprvr. Trout offered a motion, seconded by Sprvr. Garlick Lorenzetti, and carried by 2/3 majority vote of members present, to introduce the following resolution without it being approved by the appropriate standing committee.

**SUPERVISORS AUTHORIZE PURCHASE OF A 2021 INTERNATIONAL HV513 SFA
PAYSTAR TEN-WHEELER AUTOMATIC TRUCK**

RESOLUTION NO. 48-2020, moved by Sprvr. Trout, second by Sprvr. Hayes and adopted.

WHEREAS, Seneca County Highway Department is requesting to buy a 2021 International HV513 SFA Paystar ten-wheeler automatic truck; and

WHEREAS, it is purchased under Onondaga County bid prices; and

WHEREAS, funds for the purchase, in the amount of \$229,043.11, has been appropriated from the 2020 Seneca County Highway Road Machinery Vehicle Account 50-505130-52600; and

WHEREAS, this resolution was brought from the floor by a two-thirds majority vote of members present in accordance with Rule 29 of the Board of Supervisors Rules of Order; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Seneca County Highway Superintendent to purchase one International 2021 HV513 SFA Paystar 10-

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wheeler automatic truck in the amount of \$229,043.11 with funds appropriated from the 2020 Highway Road Machinery Vehicle Account 50-505130-52600.

Executive Session

Sprvr. Trout offered a motion, seconded by Sprvr. Garlick Lorenzetti and carried for the Board of Supervisors to convene under executive session for the purpose of holding discussions regarding the employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Time of executive session: 7:15 p.m. – 7:59 p.m. The Board of Supervisors convened in open session. No action resulted from the executive session.

Special Order of the Day

The meeting adjourned at 7:59 p.m.