

**SENECA COUNTY
BOARD OF SUPERVISORS**

Regular Board Meeting
December 10, 2019

Call to Order

Chairman Shipley called the meeting to order at 6:08 p.m.

Roll Call of Members by the Clerk

Eleven members of the Board of Supervisors answered roll call. Supervisors Davidson, Lott and Kaiser were not present.

Pledge of Allegiance and Moment of Silence

Public Hearing for the purpose of holding a public hearing on the tentative budget of said County for the fiscal year beginning January 1, 2020. The maximum amount of compensation that may be fixed and payable for said 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. No comments were heard or received.

Presentations

None

Petitioners

None

Open Privilege of the Floor

John Dendis, resident, Waterloo, expressed his frustration with the Seneca Meadows landfill and the odors that are continually emitting from the property. Odors seemed to improve shortly after 2015, but are back to being more frequent and constant.

Sprvr. Garlick Lorenzetti cited a lawsuit brought against High Acre landfill by private citizens. County Attorney Ettman said he would review options to sue the landfill by Seneca Falls.

Approval of Meeting Minutes

The meeting minutes were approved for the November 26, 2019 special board meeting.

Reports of Standing Committees

Human Resources & Government Operations Committee – Sprvr. Garlick Lorenzetti, Vice-Chair. Our Personnel Officer, Mr. Chris Wagner has been reviewing our policy manual and updating our policies. We approved revisions for several policies which include Equal Employment Opportunity; Probationary Period; and Civil Service Rules.

We also approved renewing the contract with ESI Group Total Care EAP. This program is widely used to enhance ‘life skills’, job skills, job advancement, job retention and succession planning with a rate of utilization exceeding 41%.

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Regarding our Part-time cleaner positions, there is a problem with hiring and keeping these positions staffed. We agreed with the recommendation from the Personnel Officer to increase the hiring grade and salary AND also to increase the grade and salary of six current part-time cleaners to the higher grade.

We also approved a resolution supporting the passage of NYS Bill titled, Clara's Law. Ed Bowman is the husband of Clara Bowman. He appeared before us last month. The law is to protect patients in nursing homes and healthcare facilities by allowing facilities access to criminal records of any potential employee caring for their patients and would require nursing homes and health facilities to report sexual abuse by employees.

The Committee also set the date for the 2020 Organizational Meeting of the Board of Supervisors for Monday January 6 at 6:00 p.m.

Ways & Means Committee – Sprvr. Reynolds, Chairman. On tonight's agenda, the committee approved three resolutions – all are self-explanatory. One is authorizing amendments to the 2019 budget; one is setting the year-end meeting date for Thursday, December 26 at 3:00 p.m.; and the third is authorizing the Finance Department to pay the Mortgage Tax to the Towns and Villages.

Two issues were laid over for a future committee meeting: (1). The Village of Waterloo met with the committee. They are requesting 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 HABS and 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; (2). Creating a position for a Full-time PC Support Specialist to be shared with Seneca Falls and the county. After discussion, the committee voted to address the matter at a future meeting.

Public Works Committee – Sprvr. Trout. Nothing to report other than the resolutions on tonight's agenda.

Public Safety & Criminal Justice Committee – Sprvr. Brownell. The Committee approved refilling a vacant position for Correction Officer at County Law Enforcement Center. We also approved the 2020 contract with Motorola Solutions for Radio Maintenance and Repair for E-911 and the Back Up Site. The total cost of the contract is \$189,996 with most of that funded by the 2019-2020 PSAP Grant.

Health & Human Services Committee – Sprvr. McGreevy, Chairman. In addition to the resolutions on tonight's agenda, the committee approve refilling positions for a Weatherization Aide, a

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Director of Clinical Services in Mental Health Services; and a Typist, a Temp Employment & Training Assistant (VITA), a Employment & Training Assistant (Workforce), and three Casework Trainees (DHS) Agriculture & Environmental Affairs Committee – Sprvr. Kronenwetter, Chairman. The County Manager and County Attorney were directed to write letter to Governor, to implement his plan to fight HABs immediately for the health of Cayuga Lake.

Chairman's Remarks

Fellow Supervisors, County Manager Rowe, County Employees and Welcomed Guests:

Tonight, as we conclude our last full board meeting for 2019, on behalf of the entire Board of Supervisors, we thank all Seneca County Employees, Supervisory Staff and Department Heads.... we commend all for a job “truly well done”.

As I have proclaimed many times, our employees are our most valuable resource, here in Seneca County.

Following that theme, I want to recognize the six (6) outgoing Supervisors:

- Dave Kaiser, Romulus – started 2004
- Lee Davidson, Lodi – started 2008
- Walt Prouty, Ovid – started 2010
- Greg Lazzaro, Seneca Falls – started 2014
- Lisa Hochadel, Waterloo – started 2018
- Bob Shipley, Waterloo started 2004

On behalf of the entire Board of Supervisors, we thank you for your distinguished years of service for the citizens of Seneca County. I would ask the other Board members to please stand and join me in a round of applause.

Record investment has given Seneca County a strong economy with one of the lowest unemployment rates in New York State and our property tax levy has been held flat for consecutive years. We are blessed to have both a dedicated county workforce as well as strong community leaders that share a common passion for marking Seneca County a great place to live, work and visit. From cost-saving shared municipal services, to unifying the “One Seneca” concept between the County, Chamber of Commerce and the IDA’s economic development efforts - to leveraging our collective assets in order to create the state’s first veteran’s cemetery – Seneca County had been a model example for unlocking the immense potential that exists when forces come together for the greater good.

As I transition out of elected office, I am extremely proud of the transformation that has occurred here in Seneca County. I look forward to seeing our County continue to build off the momentum that has

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been created over the last few years and wish elected officials nothing but success in their noble endeavors. Thank you for your attention.

Communications:

163. A copy of the Town of Fayette 2020 Adopted Budget.
164. A copy of the Town of Junius 2020 Adopted Budget.
165. A copy of the Town of Lodi 2020 Adopted Budget.
166. A copy of the Town of Ovid 2020 Adopted Budget.
167. A copy of the Town of Romulus 2020 Adopted Budget.
168. A copy of the Town of Seneca Falls 2020 Adopted Budget.
169. A copy of the Town of Tyre 2020 Adopted Budget.
170. A copy of the Town of Varick 2020 Adopted Budget.
171. A copy of the Seneca County Health Department 2018 Annual Report.
172. A copy of the Seneca County Advisory Committee on Tourism (SCACOT) November 7, 2019 meeting minutes.
173. A copy of the Seneca County Planning Board November 14, 2019 meeting minutes.
174. From Carol, Jim and Lawrence Doolittle, owners, Frontenac Point Vineyard & Estate Winery, a letter supporting the contract between Seneca County and the County Tourism Promotion Agency (TPA), which designates 90% of Occupancy Tax revenue to the County Tourism Promotion Agency (Seneca County Chamber of Commerce); And a note of appreciation regarding the adoption of a resolution by the Board of Supervisors which allocates 90% of occupancy tax dollars to the TPA.
175. From Green County Legislature, a copy of the following adopted resolutions: RES No. 335-19, urging Governor Cuomo to fully fund family support services programs as part of the PINS Reform in the SFY 23020 Budget; Res. No. 334-19, urging the Governor to maintain mutual goals of not shifting new costs to counties while maintaining reasonable local flexibility over administrative functions and human services programs; Res. No. 333-19, calling on Governor Cuomo to update New York's Historic County / New York City Medicaid CAP by lowering the Statutory CAP for each County and NYC to reflect the Annual Savings currently provided under the Affordable Care Act; Res. No. 332-19, urging Governor Cuomo to Clarify and Streamline its Homelessness Prevention Goals by making Permanent Housing the Central Focus; Res. No. 331-19, requesting Governor Cuomo to Veto S4203A / A2199A, "Preserving Family Bonds" Act; Res. No. 330-19, urging Governor Cuomo to Eliminate the County Fiscal CAP on Preschool Special Education Transportation Costs and to Incentivize the use of existing School Bus Fleets and Transportation Systems; Res. No. 329-19, urging Governor Cuomo to

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Eliminate the County Fiscal Responsibility for Preschool Education and Summer School Special Education Programs; Res. N. 328-19, urging Governor Cuomo to Improve the Early Intervention Program to better serve Children and Families through Reforms that address the Lack of Available Providers in many areas of the State; Res. No. 327-19, urging NYS DOH and NYS Division of Budget to Require Providers to Maximize Reimbursement from all Third Party Payers; Res. No. 326-19, to Delay the Implementation of New Lead Poisoning Regulations due to an Unworkable Timeline and Exorbitant Cost; Res. No. 325-19, supporting a Temporary Commission for the Evaluation of Office of Mental Health Housing Programs Pursuant to S5637A / A7489A; Res. No. 324-19, urging Governor Cuomo to “Hit the Pause Button on Bail Reform and Get Out-of-Jail Free Cards” for Criminals; Res. No. 323-19, memorializing the NYS Legislature to Appropriate Funds to Greene County for Added Costs in Complying with NYS Criminal Justice Reform Legislation.

176. A copy of Warren County Resolution No. 519 of 2019, Imploring the State of NY to Immediately Amend or Delay Implementation of Bail and Discovery Reform Law that will Endanger the People of New York and reverse Decades of Bipartisan Progress in Reducing Crime.

177. A copy of Wayne County Resolution No. 586-19, Authorize Applicant to the Finger Lakes Workforce Investment Board (Kelly Davids, Administrator, Newark Manor Nursing Home).

178. From the NYS Office of Children and Family Services, Notification of Grant award for \$500,000 to Seneca County to expand the availability of subsidized child care.

179. A copy of the Edith B. Ford Memorial Library Fall 2019 Newsletter.

180. A copy of Essex County Resolution No. 343, Imploring the State of New York to Immediately Amend or Delay Implementation of Bail and Discovery Reform Laws that will Endanger the People of new York and Reverse Decades of Bipartisan Progress in Reducing Crime.

181. A copy of the Finger Lakes Regional Airport Advisory Committee September 12, 2019 meeting minutes.

182. From NYS Empire State Development DOS DOL, notification dated December 4, 2019 of grant funding availability for \$56,430 and deadline of December 13, 2019 to submit a statement of interest in receiving the Eligible Funding Award.

183. From the Governor’s Office, a press release announcing the commitment to establish New York’s first state veterans cemetery.

184. The contact information list for the members of the Sampson Veterans Memorial Cemetery Committee.

RESOLUTIONS & MOTIONS

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**AUTHORIZE REFUND OF TAXES PERTAINING TO
COURT ORDER (INDEX #S 2017-51340/20180095) WAL-MART REAL ESTATE BUSINESS
TRUST #1705 v. TOWN OF SENECA FALLS, ET AL.**

RESOLUTION NO. 230-19, moved by Sprvr. Reynolds, second by Sprvr. Trout and adopted.

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:

2017 \$3672.36

2018 \$3808.79

2019 \$7441.66

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.

**AMEND RULES OF THE BOARD TO SCHEDULE A SPECIAL YEAR END BOARD
MEETING TO AUTHORIZE THE EXTENSION OF 2020 TAXES**

RESOLUTION NO. 231-19, moved by Sprvr. Reynolds, second by Sprvr. Trout and adopted.

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

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Board as follows: A special meeting of the Board of Supervisors shall be held on Thursday, December 26, 2019 at 3:00 p.m. at the County Office Building in the Supervisors Meeting Room.

SUPERVISORS AUTHORIZE AMENDMENTS TO 2019 SENECA COUNTY BUDGET

(COMM. COLLEGE TUITION; DA; TAXES; SHERIFF; WEATHERIZATION; DHS)

RESOLUTION NO. 232-19, 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 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:

Line Item	Description	Increase/ (Decrease)	Revenue/ Expenditure	\$
Note 1: Comm College Tuition Budget adjustments				
102490 54700	Community College	Increase	Expenditure	\$120,000
101990 54700	Contingency	Decrease	Expenditure	\$649
101420 51100	County Atty Salary	Decrease	Expenditure	\$90,000
101310 58600	Finance Health Ins	Decrease	Expenditure	\$29,351
Note 2: DA Part Time Salary Budget adjustment				
101165 51100	DA FT Salary	Decrease	Expenditure	\$32,000
101165 51200	DA PT Salary	Increase	Expenditure	\$32,000
Note 3: Taxes & Assessments budget adjustment				
101950 54700	Taxes & Assessments	Increase	Expenditure	\$8,000
101310 58600	Finance Health Ins	Decrease	Expenditure	\$8,000
Note 4: Sheriff LEC Facility budget adjustment				
103150 51200	Salaries Part Time	Decrease	Expenditure	\$83,000
103150 51300	Overtime	Increase	Expenditure	\$83,000
Note 5: Weatherization budget adjustment				
106550 58600	Health Insurance	Increase	Expenditure	\$22,000
106550 54550	Other Supplies	Decrease	Expenditure	\$22,000
Note 6: DHS budget adjustment				
106070 54700 POS03	Dr. David Coron	Increase	Expenditure	\$25,000
106010 54700 SS06	DSS Contractual	Decrease	Expenditure	\$13,000
106010 54231 SS02	DSS Cellphone	Decrease	Expenditure	\$12,000
Note 7: Sheriff Payroll budget adjustment				
103110 51100	Sheriff Adm Salary	Increase	Expenditure	\$3,150

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103110 58600	Sheriff Adm Health Ins	Increase	Expenditure	\$8,620
101110 51200	Court Security Part Time	Increase	Expenditure	\$6,500
101110 58100	Court Security Retirement	Increase	Expenditure	\$5,260
103113 51100	Road Patrol Salary	Increase	Expenditure	\$47,500
103113 51200	Road Patrol Part Time	Increase	Expenditure	\$30,970
103113 51300	Road Patrol Overtime	Increase	Expenditure	\$47,980
103113 51400	Road Patrol Severance	Increase	Expenditure	\$20,500
103113 58100	Road Patrol Retirement	Increase	Expenditure	\$22,100
103113 58300	Road Patrol Social Security	Increase	Expenditure	\$11,270
103114 51100	Sheriff Crim Inv Salary	Increase	Expenditure	\$37,000
103114 51300	Sheriff Crim Inv Overtime	Increase	Expenditure	\$2,300
103114 58100	Sheriff Crim Inv Retirement	Increase	Expenditure	\$18,100
103114 58300	Sheriff Crim Inv Social Sec	Increase	Expenditure	\$2,600
103114 58600	Sheriff Crim Inv Health Ins	Increase	Expenditure	\$5,330
103115 51100	Sheriff COB Sec Salary	Increase	Expenditure	\$3,325
103115 51200	Sheriff COB Sec Part Time	Increase	Expenditure	\$7,200
103150 51100	Sheriff LEC Salary	Increase	Expenditure	\$40,000
103150 51400	Sheriff LEC Severance	Increase	Expenditure	\$6,500
103114 54390	Sheriff Crim Inv Lab Fees	Decrease	Expenditure	\$1,430
103150 51200	Sheriff LEC Part Time	Decrease	Expenditure	\$97,000
103150 54700	Sheriff LEC Contractual	Decrease	Expenditure	\$50,000
103150 58600	Sheriff LEC Health Ins	Decrease	Expenditure	\$23,000
103150 54260	Sheriff LEC Books & Subsc	Decrease	Expenditure	\$13,000
101310 51100	Finance Salary	Decrease	Expenditure	\$42,000
101410 58600	County Atty Health Ins	Decrease	Expenditure	\$35,000
101620 51300	Bldgs & Grounds Overtime	Decrease	Expenditure	\$4,450
103020 58600	E-911 Health Ins	Decrease	Expenditure	\$33,000
104339 51200	DIC Part Time	Decrease	Expenditure	\$24,000
Note 7: Sheriff Vehicle budget adjustment				
103113 52600	Sheriff Vehicles	Increase	Expenditure	\$13,000
103113 54410	Sheriff Auto Supplies & Rep	Increase	Expenditure	\$16,000
103113 54440	Sheriff Gas & Oil	Increase	Expenditure	\$33,000
108090 51300	Codes Overtime	Decrease	Expenditure	\$26,000
108020 58600	Planning Health Ins	Decrease	Expenditure	\$16,000
101620 51300	Bldgs & Grounds Overtime	Decrease	Expenditure	\$16,000
101355 58600	Real Property Tax Hlth Ins	Decrease	Expenditure	\$4,000

AUTHORIZE FINANCE DEPARTMENT TO PAY MORTGAGE TAX

RESOLUTION NO. 233-19, moved by Sprvr. Reynolds, second by Sprvr. Trout and adopted.

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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; and

WHEREAS, this resolution was approved by the Ways & Means Standing Committee on November 26, 2019; 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:

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

**BOARD OF SUPERVISORS RECLASSIFY POSITION MEO-HEAVY TO MEO-LIGHT
EFFECTIVE IMMEDIATELY**

RESOLUTION NO. 234-19, moved by Sprvr. Trout, second by Sprvr. Kronenwetter and adopted.

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

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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.

BOARD OF SUPERVISORS APPROVES CREATION OF NEW MEO-LIGHT POSITION

RESOLUTION NO. 235-19, moved by Sprvr. Trout, second by Sprvr. Reynolds and adopted.

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.

BOARD OF SUPERVISORS AUTHORIZES

SNOW AND ICE AGREEMENT WITH TOWN OF FAYETTE

RESOLUTION NO. 236-19, moved by Sprvr. Trout, second by Sprvr. Hayssen and adopted.

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.

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**BOARD OF SUPERVISORS AUTHORIZES BUDGET TRANSFER FOR
BARTON & LOGUIDICE ENGINEERING SERVICES**

RESOLUTION NO. 237-19, moved by Sprvr. Trout, second by Sprvr. Hayssen and adopted.

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:

805113 52000 MLCKB	Capital Project	Decrease	Expenditure	\$88,000
805113 54341 MLCKB	Engineer Fees	Increase	Expenditure	\$88,000

And be it further

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

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

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.

**BOARD OF SUPERVISORS AUTHORIZES BUDGET TRANSFER OF
EMERGENCY WINTER RECOVERY FUNDS**

RESOLUTION NO. 238-19, moved by Sprvr. Trout, second by Sprvr. Hayssen and adopted.

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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:

405112 43500	CHIPS Capital	Increase	Revenue	\$146,898.82
405112 52000	County Road Construction	Increase	Expenditure	\$146,898.82

And be it further

RESOLVED, that the Board of Supervisors authorizes the Director of Finance to make the
necessary budgetary and accounting entries to effect the intent of this resolution.

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

RESOLUTION NO. 239-19, moved by Sprvr. Trout, second by Sprvr. Hayssen and adopted.

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:

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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 authorizes 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.

**AUTHORIZE CONTRACT FOR 2020 WITH MOTOROLA SOLUTIONS FOR RADIO
MAINTENANCE AND REPAIR FOR E911 CENTER AND BACK-UP SITE**

RESOLUTION NO. 240-19, moved by Sprvr. Brownell, second by Sprvr. Garlick Lorenzetti and adopted.

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.

AUTHORIZE CONSTRUCTION CHANGE ORDER NO. 10 FOR

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ROUTE 318 SANITARY SEWER PROJECT

RESOLUTION NO. 241-19, moved by Sprvr. Trout, second by Sprvr. Brownell and adopted.

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.

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

RESOLUTION NO. 242-19, moved by Sprvr. Trout, second by Sprvr. Kronenwetter and adopted.

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

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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.

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

RESOLUTION NO. 243-19, moved by Sprvr. Trout, second by Sprvr. Kronenwetter and adopted.

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

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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.

**AUTHORIZING ADVERTISEMENT FOR BIDS FOR CONSTRUCTION SERVICES
TO RELOCATE FUEL FARM AT FINGER LAKES REGIONAL AIRPORT**

RESOLUTION NO. 244-19, moved by Sprvr. Trout, second by Sprvr. Kronenwetter and adopted.

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**

RESOLUTION NO. 245-19, moved by Sprvr. Trout, second by Sprvr. Kronenwetter and adopted.

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

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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 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:

FAA (90%)	\$761,400
NYSDOT (5%)	\$ 42,330
Local Match (5%)	\$ 42,330; 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, 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-2-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.

**ADOPT DISADVANTAGED BUSINESS ENTERPRISE (DBE) PLAN FOR
FINGER LAKES REGIONAL AIRPORT**

RESOLUTION NO. 246-19, moved by Sprvr. Trout, second by Sprvr. Reynolds and adopted.

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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

RESOLUTION NO. 247-19, moved by Sprvr. Trout, second by Sprvr. Reynolds and adopted.

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 the following individuals; and

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

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

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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.

**SUPERVISORS SUPPORT ADDITIONAL WORK AT
SAMPSON VETERANS MEMORIAL CEMETERY**

RESOLUTION NO. 248-19, moved by Sprvr. Trout, second by Sprvr. Hayssen and adopted.

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; and

Exterior Masonry Remediation and Restoration:	\$59,495.00
Security Cameras	\$ 5,000.00
Exterior Concrete Housekeeping Pads	\$11,925.00
<u>Exterior Fencing and Mechanical Screening:</u>	<u>\$23,075.00</u>
	Total: \$99,495.00

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.

Return to Committee:

Sprvr. Trout offered a motion, second by Sprvr. Garlick Lorenzetti, to return to the Economic Development, Planning and Tourism Committee, the draft resolution creating and adopting a new policy titled, Seneca County Tourism & Economic Development Community Grant Program, Policy No. 405.00. The motion was adopted.

SUPERVISORS AUTHORIZE MIGRATION OF BOARD OF ELECTIONS WEBSITE TO THE COUNTY WEBSITE EFFECTIVE IMMEDIATELY

RESOLUTION NO. 249-19, moved by Sprvr. Garlick Lorenzetti, second by Sprvr. Hayssen and adopted.

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WHEREAS, the Human Resources & Government Operations Committee met on November 26,, 2019 and at the request of the Seneca County Election Commissioners, recommended that the website for the Board of Elections office be migrated to the County Website; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors, upon the request of the Seneca County Election Commissioners, hereby authorizes, effective immediately, the migration of the Board of Elections website to Seneca County Website.

**SUPERVISORS REVISE POLICY NO. 101.103
"EQUAL EMPLOYMENT OPPORTUNITY" POLICY
EFFECTIVE IMMEDIATELY**

RESOLUTION NO. 250-19, moved by Sprvr. Garlick Lorenzetti, second by Sprvr. Trout and adopted.

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.

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- 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.

**SUPERVISORS REVISE POLICY NO. 101.209 "PROBATIONARY PERIOD" POLICY
EFFECTIVE IMMEDIATELY**

RESOLUTION NO. 251-19, moved by Sprvr. Garlick Lorenzetti, second by Sprvr. Hayssen and adopted.

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

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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

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

RESOLUTION NO. 252-19, moved by Sprvr. Trout, 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

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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.

. 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.

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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

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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

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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.
 - 1. 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.

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2. 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 reconvening 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:

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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.

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**BOARD OF SUPERVISORS RENEW CONTRACT WITH ESI GROUP, TOTAL CARE EAP,
EMPLOYEE ASSISTANCE SERVICES TO SENECA COUNTY EMPLOYEES**

RESOLUTION NO. 253-19, moved by Sprvr. Lorenzetti, second by Sprvr. Kronenwetter and adopted.

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; and

- 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

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.

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

RESOLUTION NO. 254-19, moved by Sprvr. Lorenzetti, second by Sprvr. Brownell and adopted.

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

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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.

AUTHORIZE EMPLOYEE TUITION REIMBURSEMENT

RESOLUTION NO. 255-19, moved by Sprvr. Garlick Lorenzetti, second by Sprvr. Trout and adopted.

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 Committee 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

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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

3. 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.

4. Definitions

- 1.1. Eligible Employee - If an employee voluntarily resigns from the County within one (1) year of the date of completion of an approved course, he/she will 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.
- 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
- 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

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- 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.

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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.

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

6. PROCEDURE

4.13. Obtaining approval for tuition assistance

<u>Responsibility</u>	<u>Action</u>
County Employee	1. Completes Tuition Assistance Application and submits to the Department Head.
Department Head	2. Approves or disapproves application. Disapproved applications get returned to the employee
	3. Approved applications get forwarded to Personnel Officer. Applications must be received by Personnel Officer three (3) weeks before the first day of class.
Personnel Officer	4. Approves or disapproves the application.
	5. Verifies available funds.
	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.

5.2 Obtaining payment for tuition reimbursement

<u>Responsibility</u>	<u>Action</u>
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.

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

RESOLUTION NO. 256-19, moved by Sprvr. Lorenzetti, second by Sprvr. Hayssen and adopted.

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 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 hereby approves reclassification of the position of MEO-Heavy to MEO-Light position.

AMEND THE RULES OF THE BOARD TO SCHEDULE 2020 ORGANIZATIONAL MEETING

RESOLUTION NO. 257-19, moved by Sprvr. Lorenzetti, second by Sprvr. Trout and adopted.

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 Monday, January 6, 2020 in the Board of Supervisors Room on or about 6:00 p.m.

SUPPORT NEW YORK STATE BILL S1406/A1123 CLARA'S LAW

RESOLUTION NO. 258-19, moved by Sprvr. Lorenzetti, second by Sprvr. Trout and adopted.

WHEREAS, Senator Pamela Helming and Assembly Minority Leader Brian Kolb 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

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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 and 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.

**SUPERVISORS AUTHORIZE PLACEMENT OF DEPUTY DIRECTOR OF
VETERANS SERVICE AGENCY POSITION AT GRADE 3, STEP 12 OF
MANAGEMENT SALARY SCHEDULE**

RESOLUTION NO. 259-19, moved by Sprvr. McGreevy, second by Sprvr. Hayssen and adopted.

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, 2019 and approved this resolution; now, therefore be it

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RESOLVED, that the Seneca County Board of Supervisors hereby approves the position of Deputy Director of Veterans Service Agency at Grade 3, step 12 of the Management Salary Schedule to take effective January 1, 2020.

AUTHORIZE 2020 MENTAL HEALTH SERVICES PROVIDER-AGENCY CONTRACTS
RESOLUTION NO. 260-19, moved by Sprvr. McGreevy, second by Sprvr. Kronenwetter and adopted.

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 through 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 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 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.

**AUTHORIZE CONTRACT WITH NEW YORK STATE DEPARTMENT OF HEALTH FOR
THE CHILDREN WITH SPECIAL HEALTH CARE NEEDS ADMINISTRATION GRANT**
RESOLUTION NO. 261-19, moved by Sprvr. McGreevy, second by Sprvr. Brownell and adopted.

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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.

**AUTHORIZE CONTRACT WITH NEW YORK STATE DEPARTMENT OF HEALTH FOR
THE LEAD POISONING PREVENTION PROGRAM GRANT**

RESOLUTION NO. 262-19, moved by Sprvr. McGreevy, second by Sprvr. Brownell and adopted.

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.

**AUTHORIZE SERVICE AGREEMENT WITH S2AY RURAL HEALTH NETWORK FOR
NETWORK MEMBERSHIP AND QUALITY IMPROVEMENT ACTIVITIES**

RESOLUTION NO. 263-19, moved by Sprvr. McGreevy, second by Sprvr. Garlick Lorenzeetti and adopted.

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

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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.

AUTHORIZE CREATION OF ONE (1) TEMPORARY GRADE B SUPERVISOR POSITION

RESOLUTION NO. 264-19, moved by Sprvr. McGreevy, second by Sprvr. Trout and adopted.

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.

and adopted.

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

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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.

**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**

RESOLUTION NO. 265-19, moved by Sprvr. McGreevy, second by Sprvr. Brownell and adopted.

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; and

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 was approved by the Health and Human Services Standing Committee on November 26, 2019; now, therefore be it

RESOLVED, that the Seneca County 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**

RESOLUTION NO. 266-19, moved by Sprvr. McGreevy, second by Sprvr. Garlick Lorenzetti and adopted.

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

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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.

BOARD OF SUPERVISORS ADOPTS 2020 COUNTY BUDGET

RESOLUTION NO. 267-19, moved by Sprvr. Reynolds, second by Sprvr. Trout and adopted.

WHEREAS, the heads of Seneca County departments have made their estimates of revenues and expenditures for Fiscal Year 2020; and

WHEREAS, the Proposed 2020 Seneca County Budget has been duly filed and presented to the Board of Supervisors by the budget officer and a duly advertised public hearing has been held on December 10, 2019; and

WHEREAS, based on Board and public input certain amendments and earmarks are appropriate and recommended; and

WHEREAS, the proposed amendments will result in a reduction in the use of the Tax Reduction Reserve by the amount of \$650,000, thereby reducing the budgeted \$2,500,000 to \$1,850,000; and

WHEREAS, funding through the Hotel-Motel Tax is available in Account No. 108021.54701 to support tourism related activities within Seneca County; and

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WHEREAS, the activities performed by Cayuga Lake Watershed Network, Seneca Watershed Inter-Municipal Organization, Seneca White Deer and Sampson State Park Dog Show strengthen Seneca County's tourism sector and economy; and

WHEREAS, supporting these activities is appropriate and important; now therefore be it

RESOLVED, that the Tentative Budget for 2020 be amended as follows:

Increase Hotel-Motel Tax Revenue (109998 41113)	\$ 25,000.00
Increase Tourism Other (108021 54701)	\$ 25,000.00
Reduce County Treasurer (101325 54570)	\$ 25,000.00
Reduce Tax Reduction Reserve (109999 49999)	\$ 25,000.00
Increase Tourism Contract (108021 54700)	\$434,824.25
Decrease Tourism Other (108021 54701)	\$434,824.25
Increase Real Property Tax (\$4.42 per thousand) (109998 41001)	\$325,000.00
Decrease Tax Reduction Reserve (109999 49999)	\$325,000.00
Decrease Contingency (101990 54700)	\$ 50,000.00
Decrease Tax Reduction Reserve (109999 49999)	\$ 50,000.00
Decrease del Lago Reserve (109963 59000)	\$250,000.00
Decrease Tax Reduction Reserve (109999 49999)	\$250,000.00;

And be it further

RESOLVED, that funding to support certain tourism sector activities be earmarked as follows:

Seneca White Deer	\$10,000
Cayuga Lake Watershed Network	\$ 5,000
Seneca Watershed Inter-Municipal Organization	\$ 5,000
Sampson State Park Dog Show	\$ 5,000;

And be it further

RESOLVED, that pursuant to Section 269 of the County Law, said proposed budget, as changed, altered, revised and amended, be and hereby is adopted as the budget for Seneca County for the year 2020; and be it further

RESOLVED, that the several amounts specified in the 2019 County Budget be and hereby are appropriated for the objects and purposes enumerated therein.

Motion to Amend the Main Motion (Resolution No. 264-19)

Sprvr. Garlick Lorenzetti offered a motion, second by Sprvr. Kronenwetter, to amend the 2020 budget, including decreasing the amount appropriated for the County Tourism Promotion Agency. The motion to amend the Main Motion failed by 186 nays (Reynolds, McGreevy, Shipley, Hochadel), 223 not

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present (Davidson, Kaiser, Lazzaro, Lott) and 341 ayes (Garlick Lorenzetti, Kronenwetter, Brownell, Prouty, Hayssen, Trout)

Unfinished Business (Amend Resolution Previously Adopted)

Resolution 224-19, authorizing Mental Health /Substance Abuse Agreements for Contract Services, was adopted on November 12, 2019. The agreement with Pamela King for \$20,000 needs to be amended to reflect the accurate Pay Rate and Hours.

Sprvr. McGreevy offered a motion, second by Sprvr. Hayssen and motion was carried to amend Resolution 224-19 by replacing text 77.00, with text 90 .00; And replacing text \$259.74, with the text \$222.22.

New Business

None

Special Order Of The Day

The meeting adjourned at 7:05 p.m.