

**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

FINANCE, ASSESSMENT & INSURANCE

(Chair Reynolds, Vice-Chair Ferrara, Enslow, Borst, Barnhart)

1. **ISSUE:** Seneca County's Auditing Firm, Drescher and Malecki LLP will present the 2021 Audit.

DESCRIPTION: Auditors will present the Audit to the Committee regarding County finances

ACTION: Feedback & Discussion

2. **ISSUE:** Authorize Extension of 2023 Taxes & Recommend Special Meeting Date on December 27, 2022

DESCRIPTION: Extend 2023 taxes per NYS RPT Law 900, several resolutions authorizing said action need to be adopted by the county board prior to December 31, 2022. The final numbers and resolutions will be forthcoming and available at the 12/27 Finance Committee meeting, sooner, if possible. Copies will be provided as soon as the final numbers are calculated. A special board meeting the same night as committee meetings will be necessary to adopt the resolutions.

ACTION: Recommend Special Meeting Date

3. **ISSUE:** Board of Supervisors establishes County Budget Amendment Policy

[Click here to view draft resolution](#)

4. **ISSUE:** Board of Supervisors authorizes Contracts with Affiliate Organizations for 2023

[Click here to view draft resolution](#)

5. **ISSUE:** Finance Department authorized to Pay Mortgage Tax

[Click here to view draft resolution](#)

6. **ISSUE:** Board of Supervisors authorizes Amendments to 2022 Seneca County Budget

[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

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PUBLIC HEALTH SERVICES

(Chair Borst, Vice-Chair Enslow, Partee, Shipley, Reynolds)

1. **ISSUE:** County Manager authorized and directed to sign a Contract for the Extension of the ELC Covid-19 Enhanced Detection Grant
[Click here to view draft resolution](#)
2. **ISSUE:** County Manager authorized and directed to sign a Contract Amendment with the New York State Department of Health to receive additional funding for the ELC Schools Testing Grant
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

PLANNING, DEVELOPMENT, AGRICULTURE & TOURISM

(Chair Barnhart, Vice-Chair Partee, Kronenwetter, Hayes, D. Trout)

1. **ISSUE:** Board of Supervisors Establishes 2023 funding Appropriation for the Tourism Promotion Agency - Seneca County Chamber of Commerce
[Click here to view draft resolution](#)
2. **ISSUE:** Board of Supervisors Authorizes 2023 funding Appropriations from Hotel-Motel Tax Funds
[Click here to view draft resolution](#)
3. **ISSUE:** Update on Review of Agricultural District #8

DESCRIPTION: the Committee will receive an update regarding review of Agricultural District #8 which currently includes property in the towns of Seneca Falls, Fayette, Varick, and a small portion of Romulus.

ACTION: Discussion & Feedback

4. **ISSUE:** Update on Brownfield Redevelopment Program

DESCRIPTION: the Committee will receive an update regarding efforts to develop a Brownfield Redevelopment Program to return environmentally challenged properties to the tax rolls and productive uses.

ACTION: Discussion & Feedback

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4. **ISSUE:** Resolution Adopting Section 504, Rehabilitation Act of 1973
[Click here to view draft resolution](#)

5. **ISSUE:** Resolution Confirming and Adopting the Americans with Disabilities Coordinator for Seneca County, Approving the Notice under the Americans with Disabilities Act, and Approving the Grievance Procedure under the Americans with Disabilities Act
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

INDIAN AFFAIRS

(Chair Shipley, Vice-Chair Kronenwetter, Ferrara, J. Trout, Rhinehart)

1. **ISSUE:** Ongoing issues regarding Indian Affairs

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

ACTION: Discussion & Feedback

UNFINISHED BUSINESS

NEW BUSINESS

PERSONNEL

(Chair Ferrara, Vice-Chair J. Trout, Rhinehart, Hayes, Brownell)

1. **ISSUE:** Board of Supervisors authorize a five-year (5) contract for a Deferred Compensation provider effective immediately
[Click here to view draft resolution](#)

2. **ISSUE:** Supervisors approve amendments to Seneca County Covid 19 Paid Leave Policy 510.603 for County employees
[Click here to view draft resolution](#)

3. **ISSUE:** Board of Supervisors approves the creation and filling of one (1) Part-Time Confidential Secretary to the Public Defender position for the 2023 Budget Year
[Click here to view draft resolution](#)

4. **ISSUE:** Introduce Local Law “ H “ Of The Year 2022 setting Salaries for current Elected Officials, County Public Officers, and Previously Designated Senior County Personnel for the year 2023 and adopt Seneca County 2023 Management Salary Schedule.
[Click here to view draft resolution](#)

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5. **ISSUE:** Supervisors approve 2023 Salary increase for Managerial and Non-Bargaining Unit Personnel, effective January 1, 2023
[Click here to view draft resolution](#)

6. **ISSUE:** Board of Supervisors approves creation and filling of Two (2) Full-Time Senior Social Welfare Examiners for the Temporary Assistance Division
[Click here to view draft resolution](#)

7. **ISSUE:** Refill Vacancies in the Highway Department

DESCRIPTION: Vacancies exists for the following positions in the Highway Department

- Refill one (1) Full-Time Highway Foreman (Highway Maintenance Supervisors)
- Refill two (2) Full-Time MEO Light position

ACTION: Committee approval only. No resolution necessary.

8. **ISSUE:** Refill Vacancy in the County Attorney's Office

DESCRIPTION: A Vacancy exists for the following position in the County Attorney's Office

- Refill one (1) Full-Time Paralegal

ACTION: Committee approval only. No resolution necessary.

9. **ISSUE:** Refill Vacancies in the County Sheriff's Office

DESCRIPTION: A Vacancy exists for the following position in the County Sheriff's Office

- Refill two (2) Full- Time Deputy Sheriff positions

ACTION: Committee approval only. No resolution necessary.

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MENTAL HEALTH SERVICES

(Chair Partee, Vice-Chair Enslow, Reynolds, Shipley, Borst)

1. **ISSUE:** Board of Supervisors approves Reintegration Mental Health and Pam King Contract Amendments
[Click here to view draft resolutions](#)
2. **ISSUE:** Ronald Yearwood, MD Contract Amendment
[Click here to view draft resolution](#)
3. **ISSUE:** Board of Supervisors authorizes contract with Truth Pharm, Inc. to implement a Comprehensive Public Education Campaign aimed at Prevention of Opioid Use Disorder
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

GOVERNMENT OPERATIONS

(Chair J. Trout, Vice-Chair Ferrara, Rhinehart, Reynolds, Brownell)

1. **ISSUE:** Amend the Rules of the Board to Schedule 2023 Organizational Meeting
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

HUMAN SERVICES

(Chair Enslow, Vice-Chair Partee, Borst, Brownell, Shipley)

1. **ISSUE:** Chairman of the Board of Supervisors Authorized to Sign the Office for the Aging Annual Update to the Four-Year Plan for Services and Funding applications
[Click here to view draft resolution](#)
2. **ISSUE:** Seneca County Division of Human Services to Purchase Three (3) 2023 Ford Edge SE AWD Vehicles
[Click here to view draft resolution](#)

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PUBLIC WORKS

(Chair D. Trout, Vice-Chair Kronenwetter, Hayes, J. Trout, Shipley)

1. **ISSUE:** Supervisors Approve Purchase of One (1) 2023 Ford Edge SW AWD for the Code Enforcement Office
[Click here to view draft resolution](#)

2. **ISSUE:** Proposed Sewer District No. 4 Map, Plan and Report Resolution by Seneca County Board of Supervisors
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

PUBLIC SAFETY

(Chair Rhinehart, Vice-Chair Brownell, Kronenwetter, D. Trout, Reynolds)

1. **ISSUE:** Board of Supervisors Approves Stipend for Deputy Coordinators
[Click here to view draft resolution](#)

2. **ISSUE:** Authorize year 3 & 4 budget of Statewide Expansion of Hurrell-Harring Reform Grant from NYS Office of Indigent Legal Services
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

ENVIRONMENTAL AFFAIRS

(Chair Kronenwetter, Vice-Chair Rhinehart, Ferrara, Partee, Barnhart)

1. **ISSUE:** Supervisors Support 2023 Cayuga Lake Weed Harvesting Approach
[Click here to view draft resolution](#)

2. **ISSUE:** Ongoing issues regarding Environmental Affairs

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

ACTION: Discussion & Feedback

UNFINISHED BUSINESS

NEW BUSINESS

SENECA COUNTY
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WATER & SEWER TREATMENT MANAGEMENT & OPERATIONS

(Chair Hayes, Vice-Chair Borst, Hayssen, J. Trout, Barnhart)

1. **ISSUE:** Ongoing issues regarding Water & Sewer Treatment Management & Operations

DESCRIPTION: Updates on issues/news/concerns regarding Water & Sewer Treatment Management & Operations

ACTION: Discussion & Feedback

UNFINISHED BUSINESS

NEW BUSINESS

**SENECA COUNTY
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**BOARD OF SUPERVISORS ESTABLISHES 2023 FUNDING APPROPRIATION FOR THE TOURISM PROMOTION
AGENCY - SENECA COUNTY CHAMBER OF COMMERCE**

WHEREAS, Seneca County Board of Supervisors by Resolution No. 243-22 has designated the Seneca County Chamber of Commerce (SCCC) as the Tourism Promotion Agency (TPA) for the Year 2023; and

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

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

WHEREAS, the Seneca County Board of Supervisors TPA Funding Policy supports the TPA with an annual appropriation for funding TPA operations that is derived from the past four calendar quarters of known revenue and equal to 85% of that revenue subsequent to the application of the County 5% administrative allocation; and

WHEREAS, the actual revenue for these four quarters, a period from October 1, 2021 to September 30, 2022, is known to be \$725,454.22; and

WHEREAS, 85% of said revenues following the application of the 5% administrative allocation amounts to \$585,804.28; and

WHEREAS, this Resolution was reviewed and approved by the Planning, Development, Agriculture and Tourism Standing Committee at its meeting on November 22, 2022; now, therefore be it

RESOLVED, the Seneca County Board of Supervisors authorizes and directs the County Manager sign a contract with the Chamber of Commerce and to implement a funding appropriation in the amount of \$585,804.28 of Hotel Motel Occupancy Tax revenues for tourism promotion and to distribute said funds in four quarterly payments in Fiscal Year 2023

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**COUNTY MANAGER AUTHORIZED AND DIRECTED TO SIGN A CONTRACT FOR THE EXTENSION
OF THE ELC COVID-19 ENHANCED DETECTION GRANT**

WHEREAS, the New York State Department of Health has awarded the Seneca County Health Department funding to assist with the COVID-19 response efforts; and

WHEREAS, the Epidemiology and Laboratory Capacity (ELC) COVID- 19 Enhanced Detection Grant is to be used to enhance detection, surveillance and prevention of COVID-19 ; and

WHEREAS, the majority of this funding is to be used to increase staffing capacity to conduct rapid and complete case management and to report data; and

WHEREAS, this grant was originally accepted on Resolution No. 188-2020 in the amount of \$151,788 for the first year with a grant period of July 1, 2020 through June 30, 2022; and

WHEREAS, an initial extension of the grant period through March 31, 2023 with additional funding of \$263,768 was accepted on Resolution No. 151-21; and

WHEREAS, the funds are allocated in the Health Department budget under project code ELC; and

WHEREAS, the grant period has now been extended through December 31, 2023; now, therefore be it

RESOLVED, that the County Manager is hereby authorized and directed to sign any and all documents as may be necessary to continue receiving these funds through December 31, 2023; and be it further;

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

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BOARD OF SUPERVISORS ESTABLISHES COUNTY BUDGET AMENDMENT POLICY

WHEREAS, the Board of Supervisors Adopts an Annual Budget for each Fiscal Year based on the estimates provided by County Departments and the County Manager, serving as the Budget Officer for the County; and

WHEREAS, despite best estimates, budget amendments are necessary and appropriate throughout each Fiscal Year to address unanticipated expenditures and revenues; and

WHEREAS, it is appropriate to establish an approval protocol that provides necessary controls yet ensures the efficient and timely operation of County government; and

WHEREAS, this Policy has been reviewed and recommended for approval by the Finance, Assessment, and Insurance Standing Committee at its Meeting on November 22, 2022; now, therefore be it

RESOLVED, that the Board of Supervisors established Policy No. 201.102, entitled County Budget Amendment Policy, to read as follows:

POLICY 201.102

PURPOSE:

This Policy, adopted by the Seneca County Board of Supervisors, establishes a standard budget amendment process for the efficient operation of County operations. This policy is created to ensure all county departments enforce the policies established by the Seneca County Board of Supervisors with regard to the appropriation and expenditure of public funds.

GUIDELINES:

In the event that Accounts within various Departments or Project Codes within the County Budget have been or are projected to be overridden, notifications/requests for transfer or an increase in appropriations will be in writing (email preferred) and forwarded to the County Manager as follows:

COUNTY DEPARTMENTS:

Department Head can authorize a cumulative transfer request that is \$10,000.00 or less from any budget category line(s) within the same budget category (.1's, .2's, .4's, etc.).

COUNTY MANAGER:

The County Manager can authorize a cumulative transfer request that is \$20,000.00 or less from any budget line(s) to other line(s) within the same or other departmental budget line(s).

BOARD OF SUPERVISORS:

All other transfers will require Board Resolution.

RECORD KEEPING:

Consistent with current practice and operations, all supporting budget amendment documents will be included as documentation in the County's financial software system.

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**BOARD OF SUPERVISORS APPROVE REINTEGRATION MENTAL HEALTH AND
PAM KING CONTRACT AMENDMENTS**

WHEREAS, the Department of Mental Health entered into a 2022 service contract with Reintegration Mental Health and Pam King per Resolution 292-21 ; and

WHEREAS, the full time county psychiatrist resigned on May 20, 2022 and as a result, additional contract prescribers hours are required to provide adequate prescriber coverage; and

WHEREAS, sex offender treatment needs have increased requiring additional provider hours to meet demand through the end of the year; and

WHEREAS, in order to provide coverage due to the loss of the full time psychiatrist, an additional fifty three (53) contract hours for Pam King are needed for the remainder of the 2022 Budget year; and

WHEREAS, an additional thirty one (31) contract hours are needed for Reintegration Mental Health for the remainder of the 2022 Budget year; and

WHEREAS, the following array indicates the amended not-to-exceed contract amount and total hours to be contracted in 2022; and

Mental Health 104220.54350	Total Contract Amount	Rate/Hr	Hours
Pam King	47,970	90	533
Reintegration Mental Health (Sexual Behaviors Outreach)	28,120	95	296

WHEREAS, this would increase Pam King's current contracts by \$4,770 from \$43,200 to \$47,970 and Reintegration Mental Health's contract by \$2,945 from \$25,175 to \$28,120 and there is \$7,715 available in Federal Salary Sharing: 104320.44340 and/or Medical Fee Reimbursements: 104320.41620; and

WHEREAS, the contract amendments were approved by the Mental Health Services Committee on November 22, 2022 and the Seneca County Board of Supervisors on December 13, 2022; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the County Manager to sign the contract amendments for Pam King and Reintegration Mental Health; and, be it further

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Finance Department to pay Pam King and Reintegration Mental Health, as contracted, when duly appropriated.

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RONALD YEARWOOD, MD CONTRACT AMENDMENT

WHEREAS, the Department of Mental Health entered into a 2022 contract with Ronald Yearwood, MD for provision of psychiatry services; and

WHEREAS, an additional sixty nine (69) contract hours are needed to support current demand for psychiatric services for the remainder of the 2022 budget year; and

WHEREAS, this would increase the current contract not to exceed amount by \$10,350 from \$150,000 to \$160,350; and

Mental Health 104220.5430	Total Contract Amount (\$)	Rate (\$)	Hours
Ronald Yearwood, MD	\$160,350	\$150.00	1069

WHEREAS, the increased hours will be supported by available Federal Salary Sharing dollars: 104320.44340 and/or Medical Fee Reimbursements: 104320.41620; and

WHEREAS, the contract amendment was approved by the Mental Health Services Standing Committee on November 22, 2022; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the County Manager to sign the contract amendment for Ronald Yearwood, MD; and, be it further

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

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AMEND THE RULES OF THE BOARD TO SCHEDULE 2023 ORGANIZATIONAL MEETING

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

WHEREAS, the Board shall annually, by Resolution duly Adopted, during the Month of December, fix the date, time and place of the meeting to organize the Board; and

WHEREAS, this Resolution was brought before the Government Operations Standing Committee at its Meeting on November 22, 2022; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby amend the Rules of the Board as follows: Organizational Meeting for the Year 2023 of the Seneca County Board of Supervisors to be held on January __, 2023 in the Board of Supervisors meeting room at __ p.m.

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**CHAIRMAN OF THE BOARD OF SUPERVISORS AUTHORIZED TO SIGN THE OFFICE FOR THE AGING ANNUAL
UPDATE TO THE FOUR YEAR PLAN FOR SERVICES AND FUNDING APPLICATIONS**

WHEREAS, the Seneca County Office for the Aging is required to submit an annual update to the Four Year Plan for Aging Services for the period April 1, 2023 – March 31, 2024 for Seneca County; and

WHEREAS, a public hearing was held on November 16, 2022 at 11:30 am at 2465 Bonadent Drive, Suite 4, Waterloo, NY on said plan; and

WHEREAS the Human Services Standing Committee approved this resolution at the November 22, 2022 Human Services committee meeting; now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to sign the Office for the Aging's Annual Update and funding applications for the period April 1, 2023- March 31, 2024; and, be it further

RESOLVED, that the Director of the Office for the Aging is hereby authorized and directed to submit such funding applications and enter into agreements and contracts as described in said plan.

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SENECA COUNTY DIVISION OF HUMAN SERVICES TO PURCHASE THREE (3) 2023 FORD EDGE SE AWD

WHEREAS, the Seneca County Division of Human Services is requesting to buy three (3) 2023 FORD Edge SE AWD; and

WHEREAS, the Division of Human Services will be purchasing the three vehicles from Genesee Valley Ford 1675 Interstate Drive Avon New York 14414 off the NYS Marketplace Contract No. PC69261SB award no. 23166; and

WHEREAS, funds for the purchase of three (3) 2023 FORD Edge SE AWD for the amount of \$35,640.00 per vehicle is available in the 2022 DHS budget; and

WHEREAS, the Human Services Standing Committee reviewed and approved this resolution at their November 22, 2022 meeting; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Seneca County Human Services Commissioner to purchase 2023 FORD Edge SE AWD x 3 in the amount of \$106,920.00 with funds appropriated from the 2022 budget; and be it further

RESOLVED, that the Director of Finance is authorized to amend the 2022 budget as follows:

106192-54700	Contractual	Decrease	Expenditure	\$106,920
106010-52600 -SS01	Equipment - vehicle	Increase	Expenditure	\$106,920

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BOARD OF SUPERVISORS APPROVES THE CREATION AND FILLING OF ONE (1) PART-TIME CONFIDENTIAL SECRETARY TO THE PUBLIC DEFENDER POSITION FOR THE 2023 BUDGET

WHEREAS, pursuant to Resolutions #178-19 and #90-21, the Public Defender's Department has been awarded funds in the amount of \$4,777,143.84 through the NYS Office of Indigent Legal Services as part of the expansion of the Hurrell-Harring settlement; and

WHEREAS, the expense for the creation and filling of a part-time Confidential Secretary to the Public Defender position is at no cost to the county; and

WHEREAS, the purpose of this funding is to support the Public Defender's office with the increasing caseload and other duties within the department; and

WHEREAS, the part-time Confidential Secretary to the Public Defender position would work approximately 21 hours per week and would receive an annual salary of not more than \$23,415; and

WHEREAS, Funding is provided for in the 2023 Public Defenders Budget Account 101170-51200-SEHHR; and

WHEREAS, these positions have been reviewed and approved by the Vacancy Committee and the Personnel Standing Committee on November 22, 2022; now, therefore be it

RESOLVED, that the Board of Supervisors approve the creation and filling of one (1) part-time Confidential Secretary to the Public Defender position at Grade 2, Hire rate \$23,415 (Full-time annual salary pro-rated) as per the Management Salary Schedule; and, be it further

RESOLVED, that the Finance Department is authorized to make the necessary budgetary and accounting entries based upon the grant to affect the intent of this resolution.

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BOARD OF SUPERVISORS AUTHORIZES CONTRACTS WITH AFFILIATE ORGANIZATIONS FOR 2023

WHEREAS, Seneca County has several Affiliate Organizations that are supported by the County's General Fund; and

WHEREAS, funding allocations were established through Adoption of the 2023 County Budget on November 8, 2022; and

WHEREAS, funding levels for 2023 are as follows:

- Beverly Animal Shelter \$50,000
- County Libraries & System \$140,000
- Cornell Cooperative Extension \$516,991
- Seneca County Soil & Water \$445,000
- Seneca County Fair Association \$6,000
- Pathway Home \$5,000
- Memorial Day Committee \$5,000

; And

WHEREAS, Contracts will be executed to formalize service delivery and payment schedules; and

WHEREAS, the Finance, Assessment & Insurance Standing Committee has reviewed and approved this resolution on November 22, 2022; now, therefore be it

RESOLVED, the Seneca County Board of Supervisors authorizes and directs the County Manager to execute contracts for Affiliate Organization services in 2023 in accordance with the Adopted 2023 Seneca County Budget.

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THE FINANCE DEPARTMENT AUTHORIZED TO PAY MORTGAGE TAX

WHEREAS, pursuant to Section 261 of the Tax Law, the mortgage tax report for the period April 1, 2022 through September 30, 2022 has been filed; and

WHEREAS, the Finance, Assessment & Insurance Standing Committee reviewed and approved this resolution at their November 22, 2022 meeting; 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	\$31,747.00	\$1,761.01	\$29,985.99
Fayette	\$56,534.77	\$3,298.22	\$53,236.55
Junius	\$10,785.50		\$10,785.50
Lodi	\$20,279.31	\$815.57	\$19,463.74
Ovid	\$36,746.50	\$2,561.55	\$34,184.95
Romulus	\$37,909.50	\$208.62	\$37,700.88
Seneca Falls	\$119,848.54	\$10.36	\$119,838.18
Tyre	\$20,774.40		\$20,774.40
Varick	\$16,505.71		\$16,505.71
Waterloo	\$58,622.42	\$19,238.87	\$39,383.55
Totals:	\$409,753.65	\$27,894.20	\$381,859.45

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**BOARD OF SUPERVISORS AUTHORIZE A FIVE YEAR (5) CONTRACT FOR A
DEFERRED COMPENSATION PROVIDE EFFECTIVE IMMEDIATELY**

WHEREAS, Seneca County is a local public employer, which has adopted a deferred compensation plan pursuant to Section 5 of the New York State Finance Law; and

WHEREAS, the purpose of such plan is to provide employees with a convenient and tax-favored method of saving on a regular and long-term basis, and thereby provide for their retirement; and

WHEREAS, the Rules and Regulations of the New York State Deferred Compensation Board require that all contracts and agreements in respect of a deferred compensation plan shall be awarded only after receiving competitive proposals; and

WHEREAS, Board Resolution 131-22 directed the Personnel Officer to prepare and issue a Request for Proposals (RFP) from deferred compensation plan administrators as specified by the Rules and Regulations; and

WHEREAS, this process resulted in the receipt of 6 proposals; and

WHEREAS, this resolution was reviewed and approved by the Personnel Standing Committee at their November 22, 2022 meeting; and

WHEREAS, the proposals were reviewed by the Deferred Compensation Committee members appointed by the Board of Supervisors in Board Resolution 132-22; and

WHEREAS, it is the recommendation of the Deferred Compensation Committee contract for a 5-year period with the New York State Deferred Compensation Plan, as sole provider, in conjunction with Nationwide Retirement Solutions as Trustee; and

WHEREAS, the Personnel Committee met on November 22, 2022 and concurred with the recommendation of the Deferred Compensation Committee to enter into a contract for a 5-year period with the New York State Deferred Compensation Plan, as sole provider, in conjunction with Nationwide Retirement Solutions as Trustee; now, therefore be it

RESOLVED, that the County Manager is hereby authorized and directed to sign a contract for a 5-year period with The New York State Deferred Compensation Plan, as sole provider, in conjunction with Nationwide Retirement Solutions as Trustee.

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**SUPERVISORS APPROVE AMENDMENTS TO SENECA COUNTY COVID 19 PAID LEAVE
POLICY 510.603 FOR EMPLOYEES**

WHEREAS, the Covid 19 Paid Leave Policy No. 510.603 passed by resolution #60-22 needs to be updated due to changes from New York State Public Health; and

WHEREAS, these changes include no more mandatory quarantine for individuals who have been exposed to the Covid 19 virus; and

WHEREAS, Seneca County needs to update their policy to reflect this change by removing all references to quarantine/quarantining; and

WHEREAS, this resolution has been reviewed and recommended for approval by the Personnel Standing Committee at its Meeting on November 22, 2022; now, therefore be it

RESOLVED, that the Board of Supervisors approves the following changes to Policy No.510.603, entitled Seneca County Covid-19 Paid Leave for County Employees Policy, to read as follows:

All Seneca County employees are to follow the guidelines listed below pertaining to mandatory isolation and orders:

Policy No. 510.603 County Covid-19 Paid Leave for County Employees Policy

1. Each employee who is subject to a mandatory order of isolation issued by the State of New York, the Department of Health, local Board of Health, or any governmental entity duly authorized to issue such order due to Covid-19 (licensed medical provider), shall be provided with at least fourteen (14) days of paid Covid-19 supplemental sick leave not otherwise chargeable as standard sick leave during any mandatory or precautionary order of quarantine or isolation. This is for the 1st occurrence.
2. In no event shall an employee qualify for COVID-19 supplemental sick leave under NYS's Covid-19 Sick leave law for more than three (3) orders of quarantine or isolation. The 2nd and 3rd orders MUST be based on a positive Covid-19 test. This would be the 2nd and 3rd (final) occurrence. Proof of positive test must be shown by a written notice provided by the Department of Health, or any governmental entity or licensed health care provider duly authorized to conduct such Covid-19 testing.
3. Flowchart explaining Covid-19 Paid Leave (attached) is made a part of this policy.

NOTES TO POLICY:

Isolation: a person who tests positive for Covid

This policy is based off of guidance and interpretations as of November 4, 2022 and may be subject to change at any time as determined by the Board based on new guidelines or interpretations. Please note that Seneca County does not currently participate in NYS Disability Leave.

FMLA is NOT paid time. It runs concurrent with your leaves. For more information on the County's FMLA Policy #101.713, please visit the Seneca County Policy Manual located on the County intranet.

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**SUPERVISORS APPROVE PURCHASE OF ONE (1) 2023 FORD EDGE SW AWD
FOR THE CODE ENFORCEMENT OFFICE**

WHEREAS, the Seneca County Code Enforcement Office is requesting to buy one (1) 2023 Ford Edge SE AWD; and

WHEREAS, the Division of Human Services will be purchasing the three vehicles from Genesee Valley Ford 1675 Interstate Drive Avon New York 14414 off the NYS Marketplace Contract No. PC69261SB Award No. 23166; and

WHEREAS, funds for the purchase of one (1) 2023 Ford Edge SE AWD for the amount of \$35,640.00 is available in the 2023 Code Enforcement Budget 108090-52600; and

WHEREAS, the Public Works Standing Committee reviewed and approved this resolution at their November 22, 2022 meeting; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the Seneca County Code Enforcement Office to purchase one (1) 2023 Ford Edge SE AWD in the amount of \$35,640.00 with funds available in the 2023 budget.

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RESOLUTION ADOPTING SECTION 504, REHABILITATION ACT OF 1973

WHEREAS, Section 504 of the Rehabilitation Act of 1973 is a federal law, codified at 29 U.S.C. §794, that prohibits discrimination on the basis of disability in federally-assisted programs or activities that receives financial assistance from any federal agency; and

WHEREAS, recipients of Federal funds under the Community Development Block Grant (CDBG) Program have an obligation to comply with Section 504 of the Rehabilitation Act of 1973; and

WHEREAS, this resolution was reviewed and forwarded for action by the Planning, Development, Agriculture & Tourism Committee at its meeting on November 22, 2022; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby adopt Seneca County Policy §508.300 "Support and Adoption of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794"

29 U.S.C. Section 794.: Nondiscrimination under Federal grants and programs; promulgation of rules and regulations

(a) Promulgation of rules and regulations

No otherwise qualified individual with a disability in the United States, as defined in section 705 (20) of this title, shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any Executive agency or by the United States Postal Service. The head of each such agency shall promulgate such regulations as may be necessary to carry out the amendments to this section made by the Rehabilitation, Comprehensive Services, and Development Disabilities Act of 1978. Copies of any proposed regulations shall be submitted to appropriate authorizing committees of the Congress, and such regulation may take effect no earlier than the thirtieth day after the date of which such regulation is so submitted to such committees. See also 29 CFR Part 32 and 29 CFR Part 37.

(b) "Program or activity" defined

For the purposes of this section, the term "program or activity" means all of the operations of

- (1)** (A) a department, agency, special purpose district, or other instrumentality of a State or of a local government; or (B) the entity of such State or local government that distributes such assistance and each such department or agency (and each other State or local government entity) to which the assistance is extended, in the case of assistance to a State or local government;
- (2)** (A) a college, university, or other postsecondary institution, or a public system of higher education; or (B) a local educational agency (as defined in section 8801 of Title 20), system of vocational education, or other school system;

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(3) (A) an entire corporation, partnership, or other private organization, or an entire sole proprietorship (i) if assistance is extended to such corporation, partnership, private organization, or sole proprietorship as a whole; or (ii) which is principally engaged in the business of providing education, health care, housing, social services, or parks and recreation; or (B) the entire plant or other comparable, geographically separate facility to which Federal financial assistance is extended, in the case of any other corporation, partnership, private organization, or sole proprietorship; or

(4) any other entity which is established by two or more of the entities described in paragraph (1), (2) or (3); any part of which is extended Federal financial assistance.

(c) Significant structural alterations by small providers

Small providers are not required by subsection (a) to make significant structural alterations to their existing facilities for the purpose of assuring program accessibility, if alternative means of providing the services is available. The terms used in this subsection shall be construed with reference to the regulations existing on March 22, 1988.

(d) Standards used in determining violation of section

The standards used to determine whether this section has been violated in a complaint alleging employment discrimination under this section shall be the standards applied under title I of the Americans with Disabilities Act of 1990 (42 U.S.C. 12111 et seq.) and the provisions of sections 501 through 504, and 510, of the Americans with Disabilities Act of 1990 (42 U.S.C. 12201-12204 and 12210), as such sections related to employment.

Section 794a. Remedies and attorney fees

(a)(1) The remedies, procedures, and rights set forth in section 717 of the Civil Rights Act of 1964 (42 U.S.C. 2000e-16), including the application of sections 706(f) through 706 (k) [42 U.S.C. 2000e-5(f) through k)] shall be available, with respect to any complaint under section 791 of this title, to any employee or applicant for employment aggrieved by the final disposition of such complaint, or by the failure to take final action on such complaint. In fashioning an equitable or affirmative action remedy under such section, a court may take into account the reasonableness of the cost of any necessary workplace accommodation, and the availability of alternative therefor or other appropriate relief in order to achieve an equitable and appropriate remedy.

(2) The remedies, procedures, and rights set forth in title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq) shall be available to any person aggrieved by any act or failure to act by any recipient of Federal assistance or Federal provider of such assistant under section 794 of this title.

(b) In any action or proceeding to enforce or charge a violation of a provision of this subchapter, the court, in its discretion, may allow the prevailing party, other than the United States, a reasonable attorney's fee as part of the costs.

;And be it further

RESOLVED, that the sum and substance of this statement and resolution shall be made a part of the Seneca County Policy Manual under §508.200, SECTION 504, REHABILITATION ACT OF 1973, a copy of which is attached hereto and made a part of this Resolution.

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SENECA COUNTY POLICY MANUAL

508.200 Section 504:

Rehabilitation Act of 1973.Nondiscrimination under Federal Grants and Programs on the basis of Disability.

In conjunction with **Seneca County Policy 508.100, *Affirmative Action Plan for the County of Seneca***, Seneca County further affirms and adopts a policy of non-discrimination on the basis of disability, as set forth below:

Statement of Purpose

No otherwise qualified individual with a disability in the United States, shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any Executive agency or by the United States Postal Service

Applicability

Seneca County acknowledges that it is an instrumentality of local government and is otherwise subject to **Section 504, the Rehabilitation Act of 1973.**

Determination of Violation

The standards used to determine whether this section has been violated in a complaint alleging employment discrimination under this section shall be the standards applied under title I of the Americans with Disabilities Act of 1990 (42 U.S.C. 12111 et seq.) and the provisions of sections 501 through 504, and 510, of the Americans with Disabilities Act of 1990 (42 U.S.C. 12201-12204 and 12210), as such sections related to employment.

Statutory Remedies

- 1) The remedies, procedures, and rights set forth in section 717 of the Civil Rights Act of 1964 (42 U.S.C. 2000e-16), including the application of sections 706(f) through 706 (k) [42 U.S.C. 2000e-5(f) through k)] shall be available, with respect to any complaint under section 791 of this title, to any employee or applicant for employment aggrieved by the final disposition of such complaint, or by the failure to take final action on such complaint. In fashioning an equitable or affirmative action remedy under such section, a court may take into account the reasonableness of the cost of any necessary workplace accommodation, and the availability of alternative therefor or other appropriate relief in order to achieve an equitable and appropriate remedy.
- 2) The remedies, procedures, and rights set forth in title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq) shall be available to any person aggrieved by any act or failure to act by any recipient of Federal assistance or Federal provider of such assistant under section 794 of this title.

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**RESOLUTION CONFIRMING AND ADOPTING THE AMERICANS WITH DISABILITIES COORDINATOR FOR
SENECA COUNTY, APPROVING THE NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT AND
APPROVING THE GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT**

WHEREAS, the Americans with Disabilities Act (ADA) was signed into law on July 26, 1990, by President George H.W. Bush. The ADA is one of America's most comprehensive pieces of civil rights legislation that prohibits discrimination and guarantees that people with disabilities have the same opportunities as everyone else to participate in the mainstream of American life -- to enjoy employment opportunities, to purchase goods and services, and to participate in State and local government programs and services. Modeled after the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, religion, sex, or national origin -- and Section 504 of the Rehabilitation Act of 1973 -- the ADA is an "equal opportunity" law for people with disabilities; and

WHEREAS, Seneca County fully endorses the principals and goals of the ADA; and

WHEREAS, to continue to receive Federal funds related to the Community Development Block Grant (CDBG) Program have an obligation to comply with said law and to provide for a coordinator for Seneca County to assist in the implementation and enforcement of said law; and

WHEREAS, that due to the importance of rights protected by the ADA, notice of this process should be made a part of the Seneca County Policy Manual; and

WHEREAS, this resolution was approved by the Planning, Development, Agriculture & Tourism Standing Committee on November 22, 2022; now, therefore be it

RESOLVED, that the Board of Supervisors of Seneca County confirms that the Seneca County Personnel Office will act as the Americans with Disabilities Act Coordinator for Seneca County; and be it further

RESOLVED, that this Board approves the following Notice under the Americans with Disabilities Act:

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Seneca County will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: Seneca County does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: Seneca County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Seneca County programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

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Modifications to Policies and Procedures: Seneca County will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the Seneca County offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Seneca County, should contact the office of the ADA Coordinator, Seneca County Personnel Officer, at Office of Human Resources, 1 DiPronio Drive, Waterloo, NY 13165, phone at (315) 539-1712 or e-mail at PersonnelDepartment@co.seneca.ny.us as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require Seneca County to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of Seneca County is not accessible to persons with disabilities should be directed to ADA Coordinator, Seneca County Personnel Officer, at Office of Human Resources, 1 DiPronio Drive, Waterloo, NY 13165, phone at (315) 539-1712 or e-mail at PersonnelDepartment@co.seneca.ny.us.

Seneca County will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

;And be it

FURTHER RESOLVED, that this Board of Supervisors approves the following Grievance Procedure under the Americans with Disabilities Act:

GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (ADA). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by Seneca County. Employment related complaints of disability discrimination are covered elsewhere, in policies available from the human resources office of Seneca County.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of the problem. No particular format of the complaint is required. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted in writing by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

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ADA Coordinator/Seneca County Personnel Officer
Office of Human Resources
1 DiPronio Drive
Waterloo, NY 13165
(315) 539-1712 or e-mail at PersonnelDepartment@co.seneca.ny.us

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or his/her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or his/her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of Seneca County and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the agency head or his/her designee.

Within 15 calendar days after receipt of the appeal, the agency head or his/her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with the agency's final resolution of the complaint, or indicating that the matter has been returned to the ADA Coordinator for further action. If further response is indicated, the complainant will be contacted within 15 calendar days.

All written complaints received by the ADA Coordinator or his/her designee, appeals to the agency head or his/her designee, and responses from these two offices will be retained by Seneca County for at least three (3) years.

;And be it further

RESOLVED that the sum and substance of this statement and resolution shall made a part of the Seneca County Policy Manual under § 508.200, AMERICANS WITH DISABILITIES ACT, Grievance Procedure.

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**PROPOSED SEWER DISTRICT NO. 4 MAP, PLAN AND REPORT
RESOLUTION BY SENECA COUNTY BOARD OF SUPERVISORS**

WHEREAS, Seneca County is progressing the creation of the Route 414 Seneca County Sanitary Sewer District, to be known as Seneca County Sewer District No. 4; and

WHEREAS, the County retained the services of Hunt Engineers to prepare a Map, Plan and Report in accordance with Article 5-A of NYS County Law to evaluate alternatives and costs for establishing the District; and

WHEREAS, Hunt has prepared and submitted a Map, Plan and Report for the Proposed Sewer District No. 4; and

WHEREAS, the Public Works Standing Committee reviewed and approved this resolution at their November 22, 2022 meeting; now, therefore be it

RESOLVED, that the Chairman of the Seneca County Board of Supervisors be and hereby is authorized to accept the Map, Plan and Report for Sewer District No. 4 and file it with the Seneca County Clerk's Office; and, be it further

RESOLVED AND DETERMINED, that the Chairman of the Seneca County Board of Supervisors and the County Board will hold a Public Hearing to be held on December 14, 2022 at 6:00 p.m. in the Supervisors Board Room, Seneca County Office Building, 1 DiPronio Drive, Waterloo, NY, upon a proposal to establish County Sewer District No. 4, to comprise the area described and defined in said Map, Plan and Report; and be it further

RESOLVED, that the Clerk to the Board of Supervisors is authorized and directed to advertise for said Public Hearing.

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**BOARD OF SUPERVISORS AUTHORIZES AMENDMENTS TO
2022 SENECA COUNTY BUDGET**

WHEREAS, amendments to the 2022 Seneca County Budget are necessary and appropriate; and

WHEREAS, funding is available in the object codes identified herein; and

WHEREAS, this resolution has been reviewed and approved by the Finance, Assessment and Insurance Standing Committee at their meeting on November 22, 2022; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes the following amendments to the 2022 Seneca County Budget:

Line Item	Description	Increase/ (Decrease)	Revenue/ Expenditure	\$
Note 1: Airport Budget adjustment				
305610-41777	Fuel Sales	Increase	Revenue	\$9,124
305610-51200	Part Time	Decrease	Expenditure	\$8,000
305610-54220	Repairs & Maintenance	Decrease	Expenditure	\$5,000
305610-54330	Professional Fees	Decrease	Expenditure	\$3,250
305610-54421	Aviation Fuel	Increase	Expenditure	\$25,374
Note 2: Sheriff Budget adjustment				
103113-42680	Insurance Recoveries	Increase	Revenue	\$24,396
103113-41589-DLAGO	Other Dept Income	Increase	Revenue	\$4,576
103113-54410	Auto Supplies & Repairs	Increase	Expenditure	\$29,272
Note 3: Community College Budget adjustment				
109998-41051	Gain Sale of Tax Acq Prop	Increase	Revenue	\$100,000
102490-54700	Community College	Increase	Expenditure	\$100,000
Note 4: DSS Budget adjustment				
106010-54700-SSWF2	Workforce MOU-DSS TANF	Decrease	Expenditure	\$35,000
106010-54700-SSWF4	Workforce MOU-TANF Serv	Increase	Expenditure	\$35,000
Note 5: Highway Budget adjustment				
405110-51100	Maintenance Salary	Decrease	Expenditure	\$38,929
405110-58100	Retirement	Decrease	Expenditure	\$4,554
405110-58300	Social Security	Decrease	Expenditure	\$2,107
405110-58400	Workers Compensation	Decrease	Expenditure	\$714
405110-58600	Health Insurance	Decrease	Expenditure	\$5,310
405110-58700	Medicare	Decrease	Expenditure	\$493
405112-51100	Road Construction Salary	Increase	Expenditure	\$38,929
405112-58100	Retirement	Decrease	Expenditure	\$4,554
405112-58300	Social Security	Decrease	Expenditure	\$2,107
405112-58400	Workers Compensation	Decrease	Expenditure	\$714
405112-58600	Health Insurance	Decrease	Expenditure	\$5,310
405112-58700	Medicare	Decrease	Expenditure	\$493

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**INTRODUCE LOCAL LAW “ H “ OF THE YEAR 2022 SETTING SALARIES FOR CURRENT ELECTED OFFICIALS,
COUNTY PUBLIC OFFICERS, AND PREVIOUSLY DESIGNATED SENIOR COUNTY PERSONNEL FOR THE
YEAR 2023 AND ADOPT SENECA COUNTY 2023 MANAGEMENT SALARY SCHEDULE.**

WHEREAS, the Board of Supervisors wishes to adjust salary compensation for Elected Officials, County Officers, and Designated Senior County Personnel for 2023; and

WHEREAS, the Board of Supervisors further wishes to adjust the compensation for Elected Coroners in 2023 and thereafter; and

WHEREAS, the Seneca County 2023 Management Salary Schedule, which provides for 3% increase to all grades and steps for the positions established therein serves to address both time in position and performance-based increases in salary for Seneca County Elected Positions, County Officers, and Designated Senior County Personnel; and

WHEREAS, County Law Section 201 states that any increase in compensation of any Elected Officials, County Public Officers, and previously Designated Senior County Personnel, elected or appointed for a fixed term, during their term be made only by Local Law, and that such Local Law is subject to the permissive referendum provisions of Section 24 of the Municipal Home Rule Law; and

WHEREAS, County Law Section 201 further provides that a schedule of positions providing grade and step increases to address increases in pay for longevity and performance-based increments may also be adopted by Local Law for future use; and

WHEREAS, this Resolution was reviewed and approved by the Personnel Committee on November 22, 2022; now, therefore be it

RESOLVED, that Local Law “H” of the year 2022 and related 2023 Management Salary Schedule be, and hereby is, introduced in the form hereto annexed, pursuant to the Municipal Home Rule Law: and, be it further

RESOLVED, that a Public Hearing shall be held upon said proposed Local Law on Tuesday December 13, 2022, at 6:00 p.m., prior to the Meeting of the Seneca County Board of Supervisors at 1 DiPronio Drive, Waterloo, New York, 13165; and, be it further

RESOLVED that the Clerk of the Board of Supervisors is directed to post and publish notice of said Public Hearing no later than five (5) days prior to said hearing.

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**SENECA COUNTY LOCAL LAW "H" OF THE YEAR 2022,
SETTING SALARIES FOR CURRENT ELECTED OFFICIALS, COUNTY PUBLIC OFFICERS AND
PREVIOUSLY DESIGNATED SENIOR COUNTY PERSONNEL FOR THE YEAR 2023 AND ADOPT SENECA
COUNTY 2023 MANAGEMENT SALARY SCHEDULE.**

Be it enacted by the SENECA COUNTY BOARD OF SUPERVISORS:

1. Effective 45 days following adoption and applicable to the first payroll period after January 1, 2023, and thereafter, the salaries for the Elected Officials, County Officers and Designated Senior County Personnel shall be increased as shown below.

2. The following Elected Officials, County Public Officers, and Designated Senior County Personnel are subject to the provisions hereof and at the salary setforth:

POSITION:	NEW SALARY OR COMPENSATION
------------------	-----------------------------------

(Elected Officials)

Chair, County Board of Supervisors	\$ 18,573
Member, County Board of Supervisors	\$ 14,637
County Sheriff	\$108,665
County Clerk	\$ 81,079
County Treasurer	\$ 42,270
County Coroner	\$ 400 Per Case

(County Officers)

Clerk to the Board	\$ 70,370
County Attorney	\$126,294
County Historian	\$ 18,633

(Designated Senior County Personnel)

County Manager	\$129,247
Public Defender	\$ 93,374
Commissioner of Human Services	\$104,643
Director, Emergency Management	\$ 93,464
Director, Finance	\$103,902

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Director, Public Health	\$ 98,460
Director, Real Property Tax Service	\$ 76,020
Personnel Officer	\$ 98,460
Election Commissioner/Democrat	\$ 76,645
Election Commissioner/Republican	\$ 76,645

3. Upon its effective date, and otherwise applicable to the 1st payroll period after January 1, 2023, the Seneca County 2023 Management Salary Schedule, as attached hereto, shall apply to all positions identified therein and shall continue in effect unless or until the same is amended modified or otherwise repealed and replaced.

4. Upon the effective date of this Local Law, and any provisions of Local Law 4 of 2022, inconsistent with those set forth above, shall be null and void.

5. Local Law "H" of 2022 shall not be effective until 45 days after its adoption, but applicable to the 1st pay period after January 1, 2023, in accordance with County Law Section 201 and Municipal Home Rule Law Section 24 (Permissive Referendum) and upon its filing in the Office of the Secretary of State pursuant to Section 27 of the Municipal Home Rule Law.

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Grade	Hire	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
6	\$ 69,246	\$ 70,603	\$ 71,957	\$ 73,312	\$ 74,665	\$ 76,020	\$ 77,509	\$ 78,999	\$ 80,488	\$ 81,980	\$ 83,468	\$ 84,959	\$ 86,448	\$ 87,937	\$ 89,427	\$90,917
Chief Deputy Sheriff																
Deputy Director of Public Health																
Director of Environmental Services																
Director of Office for the Aging																
Director of Real Property Tax Services I (BOS#104-22)																
Fiscal Services Manager																
Jail Administrator																
Risk Manager																
Superintendent of Facilities																
7	\$ 76,020	\$ 77,509	\$ 78,999	\$ 80,488	\$ 81,980	\$ 83,469	\$ 85,108	\$ 86,748	\$ 88,384	\$ 90,022	\$ 91,662	\$ 93,300	\$ 94,939	\$ 96,578	\$ 98,219	\$99,855
County Highway Superintendent																
Deputy Director of Economic Dev & Plan																
Director of Code Enforcement																
Director of Services																
Dir of Workforce Dev & Youth Bureau																
Probation Director II																
Program Director of Clinical Services																
Prog Dir of Crisis Response & Telehealth (Res 261-21)																
Second Assistant County Attorney																
Second Assistant District Attorney																
Undersheriff																
8	\$ 83,469	\$ 85,561	\$ 86,748	\$ 88,384	\$ 90,022	\$ 91,662	\$ 93,464	\$ 94,850	\$ 96,652	\$ 98,460	\$ 100,260	\$ 102,066	\$ 103,902	\$ 105,669	\$ 107,466	\$109,292
Assistant County Attorney																
Assistant Public Defender																
Deputy Comm of Human Services																
Director of Emergency Management (BOS# 226-21)																
Director of Finance																
Director of Information Technology																
Dir of Planning & Community Development																
Personnel Officer																
Prevention & Treatment Program Director																
Public Health Director																
Sheriff																
9	\$ 91,662	\$ 93,464	\$ 95,271	\$ 97,071	\$ 98,838	\$ 100,675	\$ 102,660	\$ 104,643	\$ 106,624	\$ 108,607	\$ 110,589	\$ 112,573	\$ 114,555	\$ 115,478	\$ 118,522	\$120,503
Commissioner of Human Services																
Comm of Public Works Division																
Dir of Community Men Hlth Services																
First Assistant District Attorney																
10	\$ 100,675	\$ 102,660	\$ 104,643	\$ 106,624	\$ 108,607	\$ 110,589	\$ 112,772	\$ 114,951	\$ 117,134	\$ 119,314	\$ 123,674	\$ 125,856	\$ 126,465	\$ 128,578	\$ 130,726	\$ 132,908
County Manager																
11	\$ 110,589	\$ 112,772	\$ 114,951	\$ 117,134	\$ 119,314	\$ 121,493	\$ 123,893	\$ 126,294	\$ 128,693	\$ 131,094	\$ 133,489	\$ 135,891	\$ 138,289	\$ 140,690	\$ 143,091	\$ 145,488
County Attorney																

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

BOARD OF SUPERVISORS APPROVES STIPEND FOR DEPUTY COORDINATORS

WHEREAS, Seneca County has Seven (7) Deputy Fire Coordinators and One (1) Deputy EMS Coordinator; and

WHEREAS, these Deputy Coordinators volunteer their time to attend trainings, meetings and incidents; and

WHEREAS, a \$1,000.00 Annual Stipend will be paid quarterly to each Deputy Coordinator to help offset expenses incurred such as gas, equipment, or clothing; and

WHEREAS, the cost of these stipends will be \$8,000 plus applicable fringe benefits; and

WHEREAS, the appropriate Budget Adjustments will be made to the 2023 County Budget by the County Manager; and

WHEREAS, this Resolution was reviewed and approved by the Public Safety Committee on November 22, 2022; now, therefore be it

RESOLVED, that the Board of Supervisor's authorizes and directs the County Manager to make the necessary Budget Amendments to the 2023 Seneca County Budget and to sign any and all documents necessary to authorize payment of this stipend.

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS AUTHORIZES 2023 FUNDING APPROPRIATIONS
FROM HOTEL-MOTEL TAX FUNDS**

WHEREAS, Seneca County collects a Hotel-Motel Tax that supports tourism promotion and tourism related assets; and

WHEREAS, the Seneca County Board of Supervisors has Adopted the 2023 Seneca County Budget; and

WHEREAS, the Seneca County Board of Supervisors continues to value and respect the quality and integrity of Cayuga and Seneca Lakes as invaluable assets; and

WHEREAS, the Seneca County Board of Supervisors continues to value and respect the activities of the Friends of the Three Bears as a tourism and cultural partner; and

WHEREAS, the Seneca County Board of Supervisors supports an amount not to exceed \$35,000 for Cayuga Lake and Seneca Lake Watershed Improvements with allocations from the Hotel-Motel Tax; and

WHEREAS, the Seneca County Board of Supervisors supports an amount not to exceed \$50,000 for an Agreement the Friends of the Three Bears with allocations from the Hotel-Motel Tax; and

WHEREAS, this Resolution has been reviewed and approved by the Planning, Development, Agriculture and Tourism Standing Committee at its meeting on November 22, 2022; now, therefore be it

RESOLVED, the Seneca County Board of Supervisors authorizes and directs the County Manager sign a contract with the Friends of the Three Bears in amount not to exceed \$50,000 and provides financial support to Cayuga Lake and Seneca Lake Watershed organizations to support water quality and monitoring activities.

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

SUPERVISORS SUPPORT 2023 CAYUGA LAKE WEED HARVESTING APPROACH

WHEREAS, the northern end of Cayuga Lake along Seneca County parcels experienced weed growth that resulted in concerns by residents, tourists, and community leaders in 2022; and

WHEREAS, the Seneca County Board of Supervisors committed to developing a Plan for the Year 2023 by Resolution 283-22; and

WHEREAS, a Working Group comprised of representatives from Seneca County and the Seneca County Soil and Water Conservation District was established to consider options and make a recommendation; and

WHEREAS, the Working Group met on November 14, 2022, and has made the following recommendation for 2023:

- Hire Cayuga County Soil & Water Conservation District to harvest Cayuga Lake early to mid-summer.
- Seneca County Soil & Water Conservation District attempts to harvest in Cayuga Lake 2 days a week from July to Labor Day, provided Aquamarine H9-800 equipment is functional.
- Seneca County Soil & Water Conservation District harvests in Canal 3 days a week with Aquamarine H7-370; and

WHEREAS; the recommended approach will require an additional \$33,000 in funding beyond the Adopted Budgets of Seneca County and the Seneca County Soil and Water Conservation District for 2023; and

WHEREAS, funding can be provided through a combination of allocation Seneca County Contingency Funds and Hotel-Motel Tax Revenues for 2023; and

WHEREAS, an appropriate formula for the additional costs in 2023 would be \$18,000 from the Hotel-Motel Tax and \$15,000 from County Contingency; and

WHEREAS, there will also be a need for a Request for ARPA Funds in an amount not to exceed \$50,000 to support the purchase of a trailer for transporting harvesting equipment; and

WHEREAS, this Resolution has been reviewed and recommended for approval by the Environmental Affairs Standing Committee at its Meeting on November 22, 2022; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors approves the 2023 Plan for Weed Harvesting in Cayuga Lake; and, be it further

RESOLVED, that the County Manager is authorized and directed to undertake budget and accounting entries to support undertaking this initiative; and be it further

RESOLVED, that the Board of Supervisors supports the allocation of up to \$50,000 in ARPA Funds to support the purchase of new equipment related to weed harvesting.

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

**COUNTY MANAGER AUTHORIZED AND DIRECTED TO SIGN A CONTRACT AMENDMENT WITH
THE NEW YORK STATE DEPARTMENT OF HEALTH TO RECEIVE ADDITIONAL FUNDING
FOR THE ELC SCHOOLS TESTING GRANT**

WHEREAS, the New York State Department of Health (NYSDOH) originally awarded the Seneca County Health Department \$1,158,355 for the period June 1, 2021 through July 31, 2022 for ELC Funding for School Testing Grant; and

WHEREAS, the purpose of this grant is to enable school districts to establish COVID-19 screening testing programs to support and maintain in-person learning (including public, private, and BOCES); and

WHEREAS, this grant was originally accepted on Resolution No. 150-21 in the amount of \$1,158,355 for the period June 1, 2021 through July 31, 2022; and

WHEREAS, an extension of the grant period through July 31, 2023 was accepted by Resolution No. 200-22; and

WHEREAS, the NYSDOH has now made an additional \$ 115,836 available to the Seneca County Health Department for the ELC Funding for Schools Testing Grant, which increases the overall grant award to \$1,274,191; and

WHEREAS, the Public Health Services Standing Committee has reviewed and approved this resolution at their November 22, 2022; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes and directs the County Manager to sign any and all documents as may be necessary to receive these additional funds; and be it further

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

RESOLVED, that any unused funds from the grant program will flow to future years.

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS APPROVES CREATION AND FILLING OF
TWO FULL-TIME SENIOR SOCIAL WELFARE EXAMINERS FOR TEMPORARY ASSISTANCE DIVISION**

WHEREAS, Temporary Assistance division of SNAP and TA, and the Commissioner of the Division of Human Services, have identified the need to create and fill two Full-Time Senior Social Welfare Examiners; and

WHEREAS, these positions are critical to the delivery of essential County services, and compliance with federal, state, and local laws; and

WHEREAS, these positions are promotional positions for current Social Welfare Examiners that have met the three year anniversary date and recommendation in evaluation that they meet the qualifications for senior status as an examiner. The position has a current Certification of Eligible List for the position, the promotion will be based off of that list; and

WHEREAS, the job responsibilities are being filled by individuals who are experienced and able to take on more work and more complex cases, but without the increase to senior status; and

WHEREAS, the monies budgeted in 2023 budget account code 106010-51100-SS01 and have been reviewed by the County Manager; and

WHEREAS, these positions has been approved and reviewed by the Vacancy Committee and the Personnel Standing Committee on November 22, 2022; now, therefore be it

RESOLVED, that the Board of Supervisors approves the creation and filling of two (2) Full-Time Senior Social Welfare Examiners; and, be it further

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

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

**AUTHORIZE YEAR 3 & 4 BUDGET OF STATEWIDE EXPANSION OF HURRELL-HARRING REFORM GRANT
FROM NYS OFFICE OF INDIGENT LEGAL SERVICES**

WHEREAS, pursuant to Res No. 178-19, Seneca County accepted the \$4,777,143.84 grant contract with the New York State Office of Indigent Legal Services, through the Statewide Expansion of Hurrell-Harring Reform Grant over a five year period; and

WHEREAS, this contract contains a budget and work plan for Year Three and Four of the five year contract in the amounts of \$955,428.77 and \$1,273,905.02 respectively for a total of \$2,229,333.79; and

WHEREAS, this funding is to support the staffing, contractual expenses and office renovations related to the improvement of indigent legal defense services; and

WHEREAS, this contract may be extended for an additional twenty-four (24) months; and

WHEREAS, the Public Safety Standing Committee have approved this resolution on November 22, 2022; now, therefore, be it

RESOLVED, that the Seneca County Board of Supervisors approves the Year 3 and 4 budget of \$2,229,333.79 from the NYS Office of Indigent Legal Services and authorizes and directs the County Manager to sign all necessary grant paperwork; and be it further

RESOLVED, that the Department of Finance is hereby authorized and directed to amend the 2022 budget as per the contract budget workplan with unused portions of the grant flowing into future years; and be it further

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

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

**SUPERVISORS APPROVE 2023 SALARY INCREASE FOR MANAGERIAL
AND NON-BARGAINING UNIT PERSONNEL, EFFECTIVE JANUARY 1, 2023**

WHEREAS, managerial and non-bargaining unit personnel received a pay increase by action of this Board on September 13, 2022, to support employee retention and recruitment in its workforce, and maintain compensation parity with bargaining unit employees; and

WHEREAS, these same managerial and non-bargaining unit personnel are deserving of a salary increase in line with the collective bargaining agreements entered into by the County in 2022; and

WHEREAS, the Seneca County Board of Supervisors supports a 3% increase for said employees; and

WHEREAS, the adoption of the attached 2023 Management Salary Schedule which shall be effective the first full pay period after January 1, 2023, will provide for such increase for the managerial and non-bargaining unit personnel, but not Elected Officials, County Officers, and Designated Senior County Personnel attached to this resolution; and

WHEREAS, funding will be provided for said increases in the 2023 Seneca County budget or by subsequent adjustments; and

WHEREAS, this Resolution was reviewed and approved by the Personnel Committee on November 22, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors approves a 3% salary increase, to be effective with the first payroll period after January 1, 2023, as set forth in the attached 2023 Management Salary Schedule for managerial and non-bargaining unit personnel and whose positions are not included the attached list of Elected Officials, County Officers, and Designated Senior County Personnel; and be it further

RESOLVED, that the County Manager is authorized and directed to identify available funds in the 2023 Seneca County Budget to provide for said increase as may be required.

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

POSITIONS NOT EFFECTED BY THIS RESOLUTION:

(Elected Officials)

Chair, County Board of Supervisors
Member, County Board of Supervisors
County Sheriff
County Clerk
County Treasurer
County Coroner

(County Officers)

Clerk to the Board
County Attorney
County Historian

(Designated Senior County Personnel)

County Manager
Public Defender
Commissioner of Human Services
Director, Emergency Management
Director, Finance
Director, Public Health
Director, Real Property Tax Service
Personnel Officer
Election Commissioner/Democrat
Election Commissioner/Republican

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**SENECA COUNTY
BOARD OF SUPERVISORS
STANDING COMMITTEE MEETINGS
TENTATIVE AGENDA**

**TUESDAY NOVEMBER 22, 2022
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS AUTHORIZES CONTRACT WITH TRUTH PHARM, INC.
TO IMPLEMENT A COMPREHENSIVE PUBLIC EDUCATION CAMPAIGN AIMED
AT PREVENTION OF OPIOID USE DISORDER**

WHEREAS Seneca County is currently in receipt of \$184,995.63 Opioid Settlement Dollars; and

WHEREAS, New York State specifies in Schedule C – Approved Uses: Corrective advertising or affirmative public education campaigns based on evidence and public education relating to drug disposal; and

WHEREAS this is an authorized use of restrictive use funds; and

WHEREAS, Seneca County seeks to develop a comprehensive public education campaign whose goals are to prevent Opioid Use Disorder and to reduce opioid overdose rates in Seneca County; and

WHEREAS, a Request for Proposals was issued for these services and three proposals were received; and

WHEREAS, it is recommended that the county utilize \$50,000 in Settlement Funds to Contract with TRUTH Pharm, Inc. to develop and implement a Comprehensive Public Education Campaign in Seneca County to meet the above stated goals; and

WHEREAS, this Resolution has been reviewed and recommended by the Mental Health Committee at its Meeting on November 22, 2022; and

RESOLVED, the Board of Supervisors authorizes and directs the County Manager to sign all necessary paperwork related to the same; and, be it further

RESOLVED, the Board of Supervisors authorized and directs the Finance Department to make the necessary budgetary modifications to fulfill the intent of the resolution.

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