

AGENDA

**SENECA COUNTY
BOARD OF SUPERVISORS**

**SPECIAL BOARD MEETING
JANUARY 24, 2023**

- 1. CALL TO ORDER**
- 2. ROLL CALL OF MEMBERS BY THE CLERK**
- 3. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

RESOLUTIONS & MOTIONS



SUPERVISORS AUTHORIZE APPLICATION AND ACCEPTANCE OF FEDERAL LOCAL ASSISTANCE FUNDS

WHEREAS, On September 29, 2022, the U.S. Department of the Treasury announced the release of the first round of Local Assistance and Tribal Consistency Fund (LATCF) payments, providing \$1.5 billion in two equal payments of \$750 million for FYs 2022 and 2023 to “eligible revenue sharing counties” under the American Rescue Plan Act (ARPA); and

WHEREAS, the National Association of Counties has worked with Congress and the federal administration since March 2021 to ensure the final distribution formula reflects the original intent of the LATCF to support counties with federal lands within their jurisdiction; and

WHEREAS, the final formula provides an allocation of \$50,000 in FY 2022 and FY 2023; and

WHEREAS, the submission deadline is January 31, 2023; and

WHEREAS, this Resolution has been reviewed and recommended for approval by the Finance, Assessment and Insurance Committee at its meeting on January 24, 2023; now there be it

RESOLVED, that the Board of Supervisors authorizes and directs the County Manager to submit said funding request to the U.S. Department of Treasury.

**SUPERVISORS AUTHORIZE CONSULTING AGREEMENT FOR ENGINEERING
SERVICES FOR WASTEWATER TREATMENT UPGRADES**

WHEREAS, the Board of Supervisors authorized the solicitation of proposals for wastewater treatment engineering services by Resolution No. 285-22; and

WHEREAS, the closing of the Willard Drug Treatment facility necessitates additional review and consideration of plant and service needs; and

WHEREAS, five (5) proposals were submitted and reviewed by the Water and Sewer Treatment Management and Operations Committee; and

WHEREAS, the Committee moved on January 17, 2023 to recommend approval of a Service Agreement with the firm of Wendel WD Architecture, Engineering, Surveying & Landscape Architecture, PC; now therefore be it

RESOLVED, that the County Manager is authorized and directed to execute an Agreement with Wendell in accordance with the Service Schedule and Rates provided for in the Proposal Submission.

RESOLUTION AMENDING THE STANDING COMMITTEES OF THE SENECA COUNTY BOARD OF SUPERVISORS AND AMENDING THE RULES OF ORDER FOR 2023

WHEREAS, New York County Law §154 provides that the Board of Supervisors may create standing committees for the purpose of aiding and assisting the board in the transaction of its business; and

WHEREAS, the Board of Supervisors adopted Rules of Order at the reorganizational meeting on January 4, 2023 and under Rule 25, designation of Standing Committees is set forth; and

WHEREAS, pursuant to Rule 8 of said Rules of Order, an amendment of said Rules must be made on notice to the Board of the proposed amendment and the same be passed by a majority vote of all members of the Board; and

WHEREAS, to increase the efficiency and focus of the Board in matters critical to the operation and accountable governance of Seneca County; and

WHEREAS, this Resolution was reviewed and approved by the Government Operations Committee on January 24, 2023; now therefore be it

RESOLVED, that Rule 5 of the Rules of Order of the Board of Supervisors is amended as follows:

1. Call to Order
2. Roll Call of members by Clerk
3. Pledge of Allegiance and Moment of Silence
4. Public Hearings
5. Petitioners / Presentations
6. Open Privilege of the Floor
7. Approval of Minutes
8. Reports of Special Committees
9. Chairperson's Remarks
10. County Attorney's Remarks
11. County Manager's Remarks
12. Communications
13. Resolutions and Motions
14. Unfinished Business
15. New Business
16. Special Order of the Day; and be it further

RESOLVED, that Rule 25 of the Rules of Order of the Board of Supervisors is amended as follows:

COMMITTEE NO. 1 - AGRICULTURE AND ENVIRONMENTAL AFFAIRS - Responsible for Agriculture Districts, Cornell Cooperative Extension Service, Soil & Water Conservation Districts, Lake "weed control", Clean "Green" Energy, County Solid Waste Management Plan, and keeping the Board of Supervisors abreast of those activities within Seneca County and their potential environmental impacts.

COMMITTEE NO. 2 - WAYS AND MEANS - Responsible for the County Finance Department and Budget, County Treasurer Department, Real Property Tax Services, Fixed Asset Procurement, Purchasing and the Information Technology and Communications Department.

COMMITTEE NO. 3 – ECONOMIC DEVELOPMENT AND TOURISM - Responsible for the Planning & Community Development Department, Planning Board, Industrial Development Agency, Tourism Promotion Agency, Finger Lakes Regional Airport, and all Federal and State grants.

COMMITTEE NO. 4 – HUMAN RESOURCES AND GOVERNMENT OPERATIONS - Responsible for the Humane Resources Department, Insurance, Risk Management, Worker Compensation and Third-Party Administrator, Labor Management, Civil Service employee contracts, salaries, benefits, ethics and affirmative action program. County Clerk, Motor Vehicles Office, Board of Elections, Records Management, Board of Supervisors, Rules and Order of Business, Legislative proposals and reviews, Clerk to the BOS, County Manager, Purchasing, County Law Department, County Historian and Code Enforcement Department.

COMMITTEE NO. 5 – HEALTH AND HUMAN SERVICES - Responsible for the Public Health Department, Department of Human Services, Social Services Programs, Workforce Development & Youth Bureau, Office for the Aging, Division of Mental Health Services, Addictions Treatment and Prevention, Domestic Violence Program, Community Services Board, Weatherization Programs, Veterans Service Agency and Community Colleges.

COMMITTEE NO. 6 – INTERGOVERNMENTAL AFFAIRS – Responsible for issues engaging with local, county, state, federal and tribal governments, including interaction with other NYS counties thru the NYS Inter County Association.

COMMITTEE NO. 7 - PUBLIC WORKS Responsible for the Division of Public Works, County Highway Department, Recycling & Municipal Solid Wastes, Department of Weights & Measurers, Facilities Department and County Capital Improvement Plan.

COMMITTEE NO. 8 - PUBLIC SAFETY AND CRIMINAL JUSTICE - Responsible for Sheriff's Office Enforcement and Corrections, Probation Department, District Attorney, Public Defender, Courts, Justices & Constables, Criminal Justice Advisory Board, Coroners, Office of Emergency Management, E-911 Communications Center, Fire Mutual Aid Coordination, Traffic Safety Board and STOP-DWI Program.

COMMITTEE NO. 9 – WATER & SEWER TREATMENT MANAGEMENT & OPERATIONS - Responsible for all matters related to Seneca County Sewer Districts 1, 2, 3 & 4 and Seneca County Water District 1.

**BOARD OF SUPERVISORS REQUESTS HOME RULE LEGISLATION TO AUTHORIZE OUT OF COUNTY
RESIDENCY FOR CLERK OF THE BOARD OF SUPERVISORS**

WHEREAS, the County of Seneca presently has a vacancy in the office of Clerk of the Board of Supervisors with the recent retirement of long serving Clerk, Margaret Li; and

WHEREAS County Law § 4(a) and County Law § 475 provides that the Board of Supervisors shall appoint a clerk who shall serve at the pleasure of the Board; and

WHEREAS, the Board of Supervisors wishes to appoint the past Deputy Clerk to the Board, Amanda Vavra, to the position, so as to provide both experience and continuity in support of the efficient operation and administration of the Seneca County Board of Supervisors; and

WHEREAS, Public Officers Law § 3 provides that a person appointed to this position must be a resident of the political subdivision or municipal corporation of the state for which he or she shall be chosen or within which his or her official functions are required to be exercised; and

WHEREAS, a waiver or expansion of the of the county residency requirement to include counties contiguous to Seneca County for this position would allow the aforesaid Amanda Vavra to therefore be qualified for the position and allow for a smooth and untroubled transition as the Clerk of the Board of Supervisors responsible for the administrative operations of the Board of Supervisor; and

WHEREAS, amendment or addition of appropriate language to Public Officers Law § 3, available under Home Rule legislation, would provide allowance for such action; and

WHEREAS, this resolution has been approved by the Government Operations Committee on January 24, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby requests our State legislators, Senator Thomas O'Mara, Assemblyman Phillip Palmesano and State Assemblyman Jeff Gallahan, to prepare and introduce a Home Rule legislation amending Section 3 of the Public Officers Law, giving Seneca County that authority to appoint a Clerk to the Board of Supervisors with

**APPLY AND ACCEPT FEDERAL AVIATION ADMINISTRATION GRANT FOR DESIGN OF RECONSTRUCTION
OF THE NORTHERN PORTION OF APRON PAVEMENT AT FINGER LAKES REGIONAL AIRPORT**

WHEREAS, the Finger Lakes Regional Airport (the Airport) is a Seneca County owned facility servicing the general aviation needs of business and recreational users in Seneca County and the region; and

WHEREAS, with grant funding from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT), Seneca County has made a significant investment improving the Airport; and

WHEREAS, the FAA has indicated that a grant will be made available under the Bipartisan Infrastructure Law (BIL) FY23 Airport Infrastructure Grant (AIG) Allocation for design of reconstruction of the Northern Portion of Apron Pavement at the Finger Lakes Regional Airport; and

WHEREAS, Airport consultant, McFarland Johnson, has established project costs at \$60,000 with the following funding breakdown:

- FAA (90%) \$54,000
- NYS DOT (5%) \$3,000
- Local (5%) \$3,000

WHEREAS, the local match is available in the 2023 Airport budget under Professional Fees 305610-54330; and

WHEREAS, the Planning, Development, Agriculture, and Tourism Standing Committee reviewed and approved this resolution on January 24, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby authorizes and directs the County Manager to sign all necessary documents to apply for and accept a Bipartisan Infrastructure Law (BIL) FY23 Airport Infrastructure Grant (AIG) administered by FAA for design of reconstruction of the Northern Portion of Apron Pavement at the Finger Lakes Regional Airport; 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.

**APPLY AND ACCEPT FEDERAL AVIATION ADMINISTRATION GRANT FOR CONSTRUCTION OF AIRFIELD
ELECTRICAL CONTROL VAULT & EMERGENCY GENERATOR AT FINGER LAKES REGIONAL AIRPORT**

WHEREAS, the Finger Lakes Regional Airport (the Airport) is a Seneca County owned facility servicing the general aviation needs of business and recreational users in Seneca County and the region; and

WHEREAS, with grant funding from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT), Seneca County has made a significant investment improving the Airport; and

WHEREAS, applications under the FAA - 2023 Airport Improvement Program (AIP) are due in late January 2023; and

WHEREAS, to improve operations and safety at the Airport, construction of a new airfield electrical vault to house electrical distribution and control equipment is being proposed and will include an emergency backup generator; and

WHEREAS, Airport consultant, McFarland Johnson, has established project costs at \$326,000 for the construction of this project with the following funding breakdown:

- FAA (90%) \$293,400
- NYS DOT (5%) \$16,300
- Local (5%) \$16,300

WHEREAS, the local match is available in the 2023 Airport budget under Professional Fees 305610-54330; and

WHEREAS, the Planning, Development, Agriculture, and Tourism Standing Committee reviewed and approved this resolution on January 24, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby authorizes and directs the County Manager to sign all necessary documents to apply for and accept a FAA 2023 AIP grant for construction of a new airfield electrical vault and emergency generator; 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.

**APPLY AND ACCEPT FEDERAL AVIATION ADMINISTRATION GRANT FOR FINGER LAKES REGIONAL
AIRPORT MASTER PLAN UPDATE**

WHEREAS, the Finger Lakes Regional Airport (the Airport) is a Seneca County owned facility servicing the general aviation needs of business and recreational users in Seneca County and the region; and

WHEREAS, with grant funding from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT), Seneca County has made a significant investment improving the Airport; and

WHEREAS, the FAA has indicated that a grant will be made available for a Finger Lakes Regional Airport Master Plan Update; and

WHEREAS, the Master Plan has not been updated in over a decade; and

WHEREAS, Airport consultant, McFarland Johnson, has established project costs at \$300,000 with the following funding breakdown:

- FAA (90%) \$270,000
- NYS DOT (5%) \$15,000
- Local (5%) \$15,000; and

WHEREAS, the local match is available in the 2023 Airport budget under Professional Fees 305610-54330; and

WHEREAS, The Planning, Development, Agriculture, and Tourism Standing Committee reviewed and approved this resolution on January 24, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby authorizes and directs the County Manager to sign all necessary documents to apply for and accept a FAA 2023 AIP Grant for a Master Plan Update for the Finger Lakes Regional Airport; 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.

- 10. NEW BUSINESS**
- 11. UNFINISHED BUSINESS**
- 12. SPECIAL ORDER OF THE DAY**