

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

PUBLIC HEALTH SERVICES

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

1. **ISSUE:** Accept Lead Poisoning Prevention Grant
[Click here to view draft resolution](#)
2. **ISSUE:** Approve Early Intervention Provider Agreement with New York State
[Click here to view draft resolution](#)
3. **ISSUE:** Accept Performance Improvement Grant
[Click here to view draft resolution](#)
4. **ISSUE:** Surplus Declaration – Health Department Vehicle
[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:** Appointments to Soil and Water Conservation District Board
[Click here to view draft resolution](#)
2. **ISSUE:** Apply and Accept Grant for Hangar Apron
[Click here to view draft resolution](#)
3. **ISSUE:** Apply and Accept FAA Grant for Construction of Airfield Electrical Control Vault
[Click here to view draft resolution](#)
4. **ISSUE:** Apply and Accept FAA Grant for Airport Master Plan Update
[Click here to view draft resolution](#)
5. **ISSUE:** Approve Revised DBE for Finger Lakes Regional Airport
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

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:** Reappointment of Seneca County Department of Human Services Commissioner
[Click here to view draft resolution](#)
2. **ISSUE:** Board Approves Creation and Filling of FT Psychiatric Nurse Practitioner in the Mental Health Department and Hire Above Start Rate
[Click here to view draft resolution](#)
3. **ISSUE:** Refill Social Welfare Examiner in Department of Human Services

DESCRIPTION: Refill position included in the 2023 Adopted County Budget

ACTION: Committee Approval Only

4. **ISSUE:** Board of Supervisors authorize the Personnel Officer to execute a Memorandum of Agreement by and between the County of Seneca and the CSEA, Inc., Local 1000, AFSCME, AFL-CIO effective immediately
[Click here to view draft resolution](#)
5. **ISSUE:** Supervisors Amend Longevity Policy
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

GOVERNMENT OPERATIONS

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

1. **ISSUE:** Create Standing Committees of the Seneca County Board of Supervisors and Amend 2023 Rules of Order

[Click here to view draft resolution](#)

2. **ISSUE:** Resolution to Initiate Home Rule Process for Clerk of the Board Residency

[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

PUBLIC WORKS

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

1. **ISSUE:** Award Construction Contracts for DHS Phase IV and Public Defenders Project

[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

PUBLIC SAFETY

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

1. **ISSUE:** BOS Accepts 2022 State Homeland Security Program Grant

[Click here to view draft resolution](#)

2. **ISSUE:** BOS Accepts 2022 Emergency Management Performance Grant

[Click here to view draft resolution](#)

3. **ISSUE:** BOS Accepts Hazard Mitigation Grant

[Click here to view draft resolution](#)

4. **ISSUE:** BOS Accepts FY 22 Domestic Terrorism Grant

[Click here to view draft resolution](#)

5. **ISSUE:** Accept Victims Assistant Grant

[Click here to view draft resolution](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

UNFINISHED BUSINESS

1. **ISSUE:** Local Law on Deputy Residency

NEW BUSINESS

ENVIRONMENTAL AFFAIRS

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

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

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

ACTION: Discussion & Feedback

UNFINISHED BUSINESS

NEW BUSINESS

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

2. **ISSUE:** Authorize Contract for Engineering Services

[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

FINANCE, ASSESSMENT & INSURANCE

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

- 1. ISSUE:** Board of Supervisors authorizes amendments to 2022 Seneca County budget
[Click here to view draft resolution](#)
- 2. ISSUE:** Apply and Accept Federal Local Government and Tribal Consistency Funds
[Click here to view draft resolution](#)

UNFINISHED BUSINESS

NEW BUSINESS

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**COUNTY MANAGER AUTHORIZED AND DIRECTED TO SIGN A CONTRACT WITH THE NEW YORK STATE
DEPARTMENT OF HEALTH FOR THE LEAD POISONING PREVENTION PROGRAM GRANT**

WHEREAS, the New York State Department of Health has awarded the Seneca County Health Department \$37,600 for the period October 1, 2022 through September 30, 2023 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 funds are included in the Health Department budget in 104010.43445.LD22 (State portion of funds) and 104010.44489.LD22 (Federal portion of funds); and

WHEREAS, the Public Health Services Committee has approved this grant; 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, 2022 through September 30, 2023 in the amount of \$37,600; and be it further

RESOLVED, that the Department of Finance is hereby authorized to amend the 2022 budget with any unused portions flowing into future years per the funding guidelines; 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.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**DIRECTOR OF PUBLIC HEALTH AUTHORIZED AND DIRECTED TO SIGN A PROVIDER AGREEMENT WITH
THE NEW YORK STATE DEPARTMENT OF HEALTH BUREAU OF EARLY INTERVENTION**

WHEREAS, in an effort to decrease the administrative burden on the counties, the New York State Department of Health (NYS DOH) contracts with service providers for the Early Intervention Program; and

WHEREAS, the purpose of this Agreement is to set forth the terms and conditions for participation in the Early Intervention Program (EIP) and to establish the obligations, expectations and relationship between the NYS Department of Health and Seneca County Health Department; and

WHEREAS, the Seneca County Health Department receives reimbursement at 49.5% of the allowable costs; and

WHEREAS, it is necessary to enter into a new five-year agreement as the current agreement with the NYS DOH expires April 1, 2023; and

WHEREAS, the Public Health Services Committee approved this resolution on January 24, 2023; now, therefore be it

RESOLVED, that the Director of the Seneca County Health Department is hereby authorized and directed to sign the Early Intervention Agreement for a five-year term with New York State Department of Health Bureau of Early Intervention.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**AMEND 2023 PUBLIC HEALTH BUDGET TO ACCEPT
THE NEW YORK STATE DEPARTMENT OF HEALTH PERFORMANCE IMPROVEMENT GRANT**

WHEREAS, the New York State Department of Health (NYSDOH) has awarded a Performance Improvement Grant to the Seneca County Health Department for 2023; and

WHEREAS, the amount of this grant is \$13,708; and

WHEREAS, the award amount was not known at the time of the development of the 2023 budget; and

WHEREAS, this grant allows for county reimbursement for Public Health covered activities and must be received from NYSDOH by December 31, 2023; and

WHEREAS, the 2023 departmental expense and revenue accounts must be increased by \$13,708 to accurately reflect the grant award; and

WHEREAS, the resolution has been reviewed and approved by the Public Health Services Standing Committee at its January 24, 2023 meeting; now, therefore be it

RESOLVED, that the Department of Finance be authorized to make the necessary budgetary and accounting entries to effect the intent of this resolution, including amending the 2023 Public Health budget to accept the grant revenue as follows:

INCREASE 104010-43447 (Performance Improvement Grant) \$13,708

INCREASE 104010-54708 (Performance Improvement Grant) \$13,708.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS DECLARES VEHICLE AS
SURPLUS AND AUTHORIZES AUCTION OF THE SAME**

WHEREAS, the Seneca County Health Department has determined that one vehicle is no longer needed for County purposes; and

WHEREAS, the vehicle is described below:2017 Nissan Rogue KNMAT2MV7HP517196; and

WHEREAS, this vehicle will be auctioned and sold through Auctions International, 11167 Bid Tree Rd, East Aurora, NY 14052; and

WHEREAS, this resolution was reviewed and approved by the Public Health Services Standing Committee on January 24, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby declare the above-mentioned item as surplus and authorizes the disposal of this item with all proceeds to be allocated to Account No. 104010-41601 and Account No. 104010-52600 within the Public Health budget; and, be it further

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

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**APPOINT MICHAEL REYNOLDS AND JEFFREY TROUT TO THE
SENECA COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD**

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

WHEREAS, the one-year term for the two members of the county board expires on December 31, 2022; and

WHEREAS, Supervisor Reynolds has served on the Soil & Water Conservation Board of Directors and is knowledgeable and committed to supporting and overseeing the goals and mission of the Seneca County Soil & Water Conservation District (SWCD); and

WHEREAS, Supervisor Jeffrey Trout, who shares the same commitment and support of the goals and mission of Seneca County Soil & Water Conservation District, is interested in serving as a member of the SWCD Board; and

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

RESOLVED, that the Seneca County Board of Supervisors, does hereby appoint Supervisor Michael Reynolds to the Soil and Water Conservation District Board as a member representing the county board for a 1-year term effective January 1, 2023 – December 31, 2023; and, be it further

RESOLVED, that the Seneca County Board of Supervisors, does hereby appoint Supervisor Jeffrey Trout to the Soil and Water Conservation District Board as a member representing the county board for a 1-year term effective January 1, 2023 – December 31, 2023.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**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 , 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 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.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

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; 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 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.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**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.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

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

WHEREAS, by Resolution No. 273-22, the Seneca County Board of Supervisors adopted the Finger Lakes Regional Airport Disadvantaged Business Enterprise Program which established the DBE goal of 6.37% for funding from the Federal Aviation Administration for the Finger Lakes Regional Airport from October 1, 2022 through September 30, 2025; and

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, upon review of the Finger Lakes Regional Airport's Disadvantaged Business Enterprise Plan, FAA requests additional language be included; and

WHEREAS, McFarland Johnson, FLRA engineers, working with the FAA has drafted a Revised DBE Program for Seneca County covering U.S. Federal Government Fiscal Years 2023 through 2025; and

WHEREAS, this resolution has been reviewed and approved by the Planning, Development, Agriculture, and Tourism Standing Committee on January 24, 2024; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors adopt the Revised Finger Lakes Regional Airport Disadvantaged Business Enterprise Program which establishes the DBE goal of 6.37% for funding from the Federal Aviation Administration for the Finger Lakes Regional Airport from October 1, 2022 through September 30, 2025; and, be it further

RESOLVED, that the Seneca County Manager is hereby authorized to sign the Revised Disadvantaged Business Enterprise Plan for the Finger Lakes Regional Airport.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**TRACY VANVLECK APPOINTED AS COMMISSIONER OF HUMAN SERVICES
FOR THE PERIOD MARCH 13 2023 THROUGH MARCH 13, 2028**

WHEREAS, the term of office of the Commissioner of the Division of Human Services expires on March 13, 2023; and

WHEREAS, the Personnel Standing Committee has reviewed and recommended said appointment at its meeting on January 24, 2023; now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby appoint Tracy VanVleck as Commissioner of the Division of Human Services for a five (5) year term of office, to expire on March 13, 2028.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**BOARD APPROVES CREATION & FILLING OF ONE FULL-TIME PSYCHIATRIC NURSE PRACTITIONER WITH
THE MENTAL HEALTH DEPARTMENT ABOVE START RATE AND AMENDS
2023 SENECA COUNTY BUDGET**

WHEREAS, there is a strong need for additional psychiatric service hours for provision of psychiatric services to a growing client population in our community; and

WHEREAS, an additional psychiatric service provider is required to meet this growing need in our community; and

WHEREAS, the Mental Health Department will generate additional revenue through service delivery to fund the position; and

WHEREAS, the creation and filling of this position has been approved by the Seneca County Board of Supervisors' Vacancy Committee on January 24, 2023; and

WHEREAS, the Personnel Committee has reviewed and approved this resolution at its June 24, 2023 meeting; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes the creation and filling of one position for full-time Psychiatric Nurse Practitioner, for the Seneca County Mental Health Department and hiring above the start rate, effective immediately; and be it further

RESOLVED, that the Finance Department is authorized to make the following budget amendments:

Increase:	104320-41620	MH Clinic Revenue	\$1128,500
Increase:	104320-51100	FT Salary	\$100,000
Increase:	104320-58100	Retirement	\$ 6,500
Increase:	104320-58300	Social Security	\$ 7,500
Increase:	104320-58400	Worker's Comp.	\$ 2,500
Increase:	104320-58600	Health Care	\$ 10,000
Increase:	104320-58700	Medicare	\$ 2,000.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**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:

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

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.

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**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, currently a resident of Ontario County and a prior resident of Seneca County, 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 residency in Seneca County, or any county contiguous thereto, within the State of New York

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**SENECA COUNTY BOARD OF SUPERVISORS AWARD CONSTRUCTION CONTRACTS
FOR DIVISION OF HUMAN SERVICES PHASE IV / PUBLIC DEFENDERS CONSTRUCTION PROJECT**
(pending bid opening on January 23, 2023)

WHEREAS, the Seneca County Board of Supervisors authorized and directed the solicitation of bids to support the Seneca County Division of Human Services (DHS) Phase IV renovations and space for the Public Defenders Office; and

WHEREAS, bids were advertised for and sealed bids were received, opened and read aloud on January 23, 2023 at 2:00 p.m. at the County Office Building; and

WHEREAS, bids were solicited in accordance with New York State General Municipal Law Section 101, known as Wicks Law; and

WHEREAS, Seneca County received ___ bid for electrical, ___ bid for sprinklers and ___ bid for mechanical for the space renovations; and

WHEREAS, lowest responsible bids have been received from _____;
and

WHEREAS, funding for these renovations is available in the 2022 DHS Budget Account Numbers 106102-54700, 106010-51100-SS02 and 106010-58600-SS02, as well as the 2022 Public Defenders Budget Account 101170-54491-SEHHR; and

WHEREAS, the Public Works Standing Committee reviewed and approved this Resolution on January 24, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors awards contracts for Phase IV of the Division of Human Services Department Renovations to _____ in an amount not to exceed \$ _____; and, be it further

RESOLVED, that the Director of Finance is authorized to make all necessary accounting and budget adjustments to affect the intent and authorization of this Resolution, including transferring funds to Account 106010-54700-SS02.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS ACCEPTS FY 2022 STATE HOMELAND SECURITY PROGRAM
(SHSP/SLETPP) GRANT**

WHEREAS, the NYS Division of Homeland Security and Emergency Services authorized a \$51,215 FY 2022 State Homeland Security Program grant to Seneca County; and

WHEREAS, activities implemented under the State Homeland Security Program (SHSP) and State Law Enforcement Terrorism Prevention Program (SLETPP) grant must support terrorism preparedness by building or sustaining capabilities that relate to terrorism prevention, protection, and/or response activities; and

WHEREAS, thirty percent (30%) (\$15,365) of this award must be directed to law enforcement terrorism prevention activities; and

WHEREAS, thirty percent (30%) (\$15,365) of the grant award must be spent in support of six (6) National Priority areas including Cyber Security, Protection of Soft Targets/Crowded Spaces, Intelligence and Information Sharing, Combatting Domestic Violence Extremism, Community Preparedness and Resilience, and Election Security; and

WHEREAS, there is no local match for the FY22 SHSP/SLETPP Grant; and

WHEREAS, this Resolution was reviewed and approved by the Public Safety Standing Committee at their meeting January 24, 2023; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the County Manager to sign any and all required documentation to accept the FY 2022 SHSP/SLETPP grant; and be it further

RESOLVED, that the Board of Supervisors authorize the Finance Department to make the necessary budgetary and accounting entries to affect the intent of this resolution.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS ACCEPTS FY 2022
EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)**

WHEREAS, the New York State Division of Homeland Security & Emergency Services has awarded the Seneca County Office of Emergency Management a FY 2022 Emergency Management Performance Grant for \$18,292; and

WHEREAS, this grant is used to offset expenses related to the operation of the Office of Emergency Management; and

WHEREAS, there is no local match for this grant; and

WHEREAS, Seneca County has participated in this grant program for over 20 years; and

WHEREAS, this grant revenue is accounted for in Revenue line 103640-43305 and has a thirty-six (36) month performance period; and

WHEREAS, this resolution was reviewed and approved by the Public Safety Standing Committee at its meeting on January 24, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorizes and directs the County Manager to sign any and all documents as required by the New York State Division of Homeland Security & Emergency Services for Seneca County to receive funding from the FY 2022 Emergency Management Performance Grant; and be it further

RESOLVED, that the Department of Finance is hereby authorized and directed to make the necessary budgetary and accounting entries to affect the intent of this resolution with unused portions flowing into future years.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS AUTHORIZES ACCEPTANCE OF
FEMA HAZARD MITIGATION PLANNING GRANT**

WHEREAS, the Seneca County Office of Emergency Management has received notification from the New York State Division of Homeland Security and Emergency Services, that our application for a Hazard Mitigation Planning Grant has been approved by FEMA; and

WHEREAS, this grant will provide for the revision of Seneca County's Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, FEMA requires municipalities to have an updated and approved Multi-Jurisdictional Hazard Mitigation Plan to be eligible for FEMA Hazard Mitigation grants; and

WHEREAS, Seneca County's Multi-Jurisdictional Hazard Mitigation Plan expires on April 2013; and

WHEREAS, FEMA is authorizing \$157,500 in total costs for the Project, with a Federal share of \$135,000 and a local matching share of \$15,000 to be in the form of In-Kind Services, plus an additional \$7,500 for management & administration costs over the two year period of the grant; and

WHEREAS, it will be necessary to request bids for professional services to revise the County's Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, this Resolution was reviewed and approved by the Public Safety Standing Committee at their meeting on January 24, 2023; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors accepts this grant and authorizes and directs the County Manager to sign any and all documents as required by the New York State Division of Homeland Security & Emergency Services and FEMA; and be it further

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

RESOLVED, that the Seneca County Board of Supervisors approves requesting bids for professional services to update the County's Multi-Jurisdictional Hazard Mitigation Plan.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS ACCEPTS FY2022
DOMESTIC TERRORISM PREVENTION (DTP) GRANT**

WHEREAS, the NYS Division of Homeland Security and Emergency Services authorized a \$172,413 FY 2022 Domestic Terrorism Prevention (DTP) grant to Seneca County; and

WHEREAS, funding for this state grant award is directed to be utilized to support the county's capability to prevent targeted violence and domestic terrorism through the utilization of Threat Assessment and Management (TAM) teams and the development of comprehensive Domestic Terrorism Plans; and

WHEREAS, the Seneca County Sheriff's Office, Emergency Management Office, and Mental Health Department will work collaboratively with school districts and other stakeholders to develop Threat Assessment and Management (TAM) teams to identify threats in an effort to combat domestic terrorism; and

WHEREAS, the performance period of this grant is September 1, 2022 through August 31, 2024; and there is no local match for the FY22 DTP Grant; and

WHEREAS, this Resolution was reviewed and approved by the Public Safety Standing Committee at their meeting on January 24, 2023; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the County Manager to sign any and all required documentation to accept the FY 2022 SHSP/SLETP grant; and be it further

RESOLVED, that the Board of Supervisors authorize the Finance Department to make the necessary budgetary and accounting entries to affect the intent of this resolution.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**SUPERVISORS AUTHORIZE ACCEPTANCE OF NEW YORK STATE
OFFICE OF VICTIM SERVICES GRANT**

WHEREAS, the Seneca County District Attorney has been awarded a grant from the NYS Office of Victim Services for a three year contract to provide services to crime victims and witnesses; and

WHEREAS, the grant has funded the salary and fringe benefits of Seneca County's Coordinator of Victim Witness Domestic Violence Services since 1997; and

WHEREAS, this position currently resides in the 2022 District Attorney's budget to allow assistance to victims of other crimes and not be limited to only domestic violence crimes; and

WHEREAS, services provided through this funding include: criminal justice and personal advocacy, in-person counseling (with follow-up), information and referral, telephone counseling, and home visits; and

WHEREAS, this grant provides \$230,863.74 for the period October 1, 2022 through September 30, 2025 under the Victim and Witness Assistance Grant Program with annual award amounts of:

2022-2023	\$76,954.58
2023-2024	\$76,954.58
2024-2025	\$76,954.58

WHEREAS, this grant requires a 20% local match which is included in the District Attorney's Budget; and

WHEREAS, this grant requires the yearly approval and signing of a contract between Seneca County and the NYS Office of Victim Services; and

WHEREAS, this resolution was reviewed and approved by the Public Safety Standing Committee on January 24, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize and direct the County Manager to sign any required documentation to accept the Victim and Witness Assistance Grant; 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.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**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.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

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 23, 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.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**BOARD OF SUPERVISORS AUTHORIZE THE PERSONNEL OFFICER TO EXECUTE A MEMORANDUM
OF AGREEMENT BY AND BETWEEN THE COUNTY OF SENECA AND THE CSEA, INC.,
LOCAL 1000, AFSCME, AFL-CIO EFFECTIVE IMMEDIATELY**

WHEREAS, Seneca County and the Civil Service Employee's Association, Inc. Local 1000/AFSCME, AFL-CIO, County of Seneca Unit 8650 and Seneca County Local 850 are parties to a Collective Bargaining Agreement (CBA) with the effective date of January 1, 2023 through December 31, 2026; and

WHEREAS, the County and the Union have agreed to establish terms and conditions relating to the employment of individual's hired to the position of Motor Equipment Operator; and

WHEREAS, the new Entry Level Driver Training (ELDT) rule is effective and applicable to CSEA bargaining unit members; and

WHEREAS, the new ELDT will apply to applicants which shall include current employees who want to: (1) obtain a Class A or Class B CDL for the first time; (2) upgrade an existing Class B CDL to a Class A CDL; (3) obtain a Tanker Endorsement; or (4) obtain a school bus (S), passenger (P) or hazardous material (H) endorsement for the first time; and

WHEREAS, the parties agree that there is a mutual benefit to establishing a recruitment initiative to address vacancies in the titles requiring CDL licensure (e.g. Motor Equipment Operator lines) at the Seneca County Highway Department;

WHEREAS, the parties have met and conferred as to the details of a certain tuition reimbursement program to facilitate filling Motor Equipment Operator vacancies; and

WHEREAS, the Personnel and Vacancy Committees have reviewed this request at the January 24, 2023, meeting and make the recommendation to adopt this new procedure;

RESOLVED, the Seneca County Board of Supervisors hereby authorizes the Personnel Officer to execute the Memorandum of Agreement which agrees upon revisions to the January 1, 2023 through December 31, 2026 Collective Bargaining Agreement; now therefore be it

RESOLVED, IT IS HEREBY ACKNOWLEDGED AND AGREED BY THE COUNTY AND THE UNION THAT:

The applicable collective bargaining agreement shall hereby be deemed modified so as to reflect the addition of the following terms and conditions of employment:

1. It is understood that applicants for MEO Trainee ("trainee") positions, after a conditional offer of hire is made, will be required as a condition of hire to undergo and pass a drug screen required for commercial motor vehicle drivers.
2. For trainees who are hired, the County will pay for one commercial driver's license ("CDL") training course as required for a trainee to obtain a New York State Class B CDL.

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

3. The County may mandate where the employee obtains training. The time the employee participates in the training shall be considered work hours and paid accordingly. It is understood and agreed that an employee's work schedule may be modified in the discretion of the County to conform the work schedule to the training hours to the greatest extent possible and to minimize the training time that exceeds normal work week hours and any associated overtime costs. The County will provide the employee with a County vehicle to travel between the County Highway department and the training site for the required training.
4. In the event the trainee does not pass the course and obtain the license, the employee may, in the County's sole discretion, choose to retake the course at the employee's own expense so long as the employee can complete the course and obtain licensure before the end of the maximum period of probation for the position. If this is permitted, the terms of paragraph 3 shall apply.
5. Employees will be responsible for all other costs associated with obtaining and maintaining a CDL license. This includes, but is not limited to, the cost of a CDL permit and any other fees not included in the cost of the training course.
6. In the event the trainee does not complete the course, pass the course, and/or obtain a class B New York State CDL license prior to the end of his/her probationary period, the employee must reimburse the County for the full cost of the provided CDL training.
7. Nothing herein shall prevent the County from terminating the trainee's employment at any point within the employee's probationary period as permitted by the parties' collective bargaining agreement and Civil Service Law and Local Rules.
8. The County may also offer, in its sole discretion, to employees who possess a class B CDL license, the opportunity to participate in training in order to obtain a class A CDL license. If such an offer is made and accepted, the terms of paragraphs 3, 5, 9, 10 shall apply.
9. In the event an employee who has been provided with CDL training at County expense leaves employment with the County Highway Department for any reason other than layoff, the employee shall be responsible to reimburse the County for the cost of the training course as follows:
 - a) The employee completes one year or less of employment following the conclusion of the employee's participation in training: reimburse 100% of the cost;
 - b) The employee completes two years or less but more than one year of employment following the conclusion of the employee's participation in training: reimburse 50% of the cost;
 - c) The employee completes more than two years but less than three years of employment following the conclusion of the employee's participation in training: reimburse 25% of the cost;
 - d) The employee completes three years or more of employment following the conclusion of the employee's participation in training: no reimbursement required.
10. In the event an employee must reimburse the County for some or all of the CDL training cost, the County may deduct from the employee's final pay the amount owed, or as much of said amount as can be obtained from the employee's final pay. In the event the employee's final pay is not sufficient to cover the training cost, the employee shall be obligated to reimburse the County the remaining amount no later than 30 calendar days following the employee's last day of employment. Payment

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

shall be made to the Seneca County Finance Department. In the event the employee fails to make reimbursement as required, the County retains all rights under law to seek and obtain reimbursement from the employee.

11. This Memorandum of Understanding shall not be modified except by a writing signed by all parties.
12. This Memorandum of Understanding shall be binding upon and inure to the benefit of each of the parties hereto, and each of their respective legal representatives, estates, successors, assigns, heirs, administrators, personal representatives, and executors.
13. This Memorandum of Understanding may be executed in any number of counterparts, all of which shall constitute one and only one Memorandum of Understanding. So long as original signatures of each party are secured, the parties agree that it is not necessary that all signatures be on a single page. A facsimile or electronic copy of this Memorandum of Understanding will have the same force and effect as the original.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding, which consists of four (4) pages, to be executed on the date shown by each of their signatures below.

FOR THE UNION:

Brian Thomas
CSEA Union President

Dated:

Stephanie Engster
CSEA Labor Relations Specialist

Dated:

FOR THE COUNTY:

C. Mitchell Rowe
County Manager

Dated:

Laura Granger
Personnel Officer

Dated:

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

BOARD OF SUPERVISORS AMENDS LONGEVITY POLICY FOR FULL-TIME MANAGEMENT EMPLOYEES

WHEREAS, Seneca County has had a long time practice of acknowledging employees for their length of service with the County; and

WHEREAS, a longevity schedule for management personnel was adopted by the Board of Supervisors on October 11, 2022 that aligned with the CSEA Bargaining Agreement; and

WHEREAS, the Personnel Officer recommends amending the Longevity Policy for Management to provide for a lump sum payment rather than a per pay period apportionment; and

WHEREAS, this resolution has been reviewed and approved by the Personnel Standing Committee on January 24, 2023; now, therefore be it

RESOLVED, that the Board of Supervisors amends the Longevity Policy to read as follows:

**SENECA COUNTY POLICY MANUAL
Policy Manual Index**

101.216 LONGEVITY PAY

1. Seneca County Board of Supervisors recognizes the value of experience and knowledge of employees with long-term service to the county. Accordingly, employees shall be eligible for longevity increments on their anniversary date of hire with the County of Seneca.
2. Longevity pay shall be afforded to county employees with substantial continuous, uninterrupted full-time service with Seneca County where the employee was not off the county payroll.
3. For all bargaining unit employees, the benefits are paid in accordance with their respective collective bargaining agreements.

MANAGEMENT EMPLOYEES

1. All full-time managerial/confidential employees and all other full-time non-bargaining unit employees shall be paid the same longevity dollar amount as set forth in the Civil Service Employees Association (CSEA) collective bargaining unit agreement in effect at that time.
2. Longevity pay for all full-time managerial/confidential employees will be paid in a lump sum effective the payroll period nearest January 1st of the new payroll year.

[Click here to go back](#)

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

**TUESDAY JANUARY 24, 2023
BEGINNING AT 5:30PM**

**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, these amendments have been reviewed and approved by the Finance, Assessment and Insurance Committee at its meeting on January 24, 2023; 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: DSS Budget adjustment				
106070-54700-POS47	Detention Prevention	Decrease	Expenditure	\$47,775
106070-54700-POS57	MH School Programs	Increase	Expenditure	\$13,720
106102-54700	MMIS Contractual	Increase	Expenditure	\$29,055
Note 1: OFA Budget adjustment				
106572-54700-CMC6	Contractual	Decrease	Expenditure	\$26,655.86
106572-54520-CMC6	Food	Increase	Expenditure	\$26,655.86
Note 2: Highway Construction Budget adjustment				
405112-52000	County Road Construction	Decrease	Expenditure	\$50,972
405112-54201	C Rd Machinery Rental	Increase	Expenditure	\$50,972

[Click here to go back](#)