

BOARD OF SUPERVISORS

SENECA COUNTY

Waterloo, New York 13165

August 22, 2023 Special Board Meeting

Call to Order

Chairman Enslow called the special meeting to order at 6:53p.m.

Roll Call of Members by the Clerk

Fourteen members of the Board of Supervisors answered roll call.

Pledge of Allegiance and Moment of Silence

RESOLUTIONS & MOTIONS

BOARD OF SUPERVISORS AUTHORIZE PUBLIC HEARING FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM REGARDING THE SENECA COUNTY HOUSING NEEDS ASSESSMENT

RESOLUTION NO. 218-23, moved by Sprvr. Partee, seconded by Sprvr. Rhinehart and adopted.

WHEREAS, Seneca County was awarded a Community Development Block Grant (“CDBG”) in 2021 by New York State Office of Community Renewal (the “OCR”) through the Consolidated Funding Application (“CFA”) for a Community Planning Grant to fund a Housing Needs Assessment; and

WHEREAS, The Seneca County Board of Supervisors authorized the acceptance of the NYS CDBG Community Planning Grant totaling \$50,000 with a required 5% (\$2,500) cash match in Resolution 57-22; and

WHEREAS, the Housing Needs Assessment was completed by the consulting team Highroad Community Planning & Analytics of Erie County, New York in July 2023; and

WHEREAS, the County is required to hold a public hearing under federal rules to provide information to the public and to consider citizen comments regarding the implementation of the CDBG program prior to the submission of a request for closeout; and

WHEREAS, this resolution was approved by the Economic Development & Tourism Committee on August 22, 2023; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors authorize a public hearing to be held in the Board of Supervisors Room at the Seneca County Office Building, 1 DiPronio Drive, Waterloo, New York at or about 6:00 PM on September 12th, 2023, to consider citizen comments on the CDBG Community Planning Grant and the resulting Seneca County Housing Needs Assessment; and be it further

RESOLVED, in accordance with Federal and New York State regulations, the County will post the Housing Needs Assessment document on Seneca County’s website at least 24 hours prior to the scheduled hearing and be made available for public inspection in the Seneca County Department of Planning & Community Development located on the 1st floor of the Seneca County Office Building; and be it further

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RESOLVED, that the Clerk of the Board is hereby directed to post in the County Office Building and on the County's official website, and have published at least once in a newspaper of general circulation in the County, at least nine days before the date of the scheduled hearing, the following notice; LEGAL NOTICE – HOUSING NEEDS ASSESSMENT – CDBG PROGRAM COMMUNITY PLANNING GRANT. Seneca County will hold a public hearing on September 12th, 2023 at 6:00 PM in the Board of Supervisors Room in the Seneca County Office Building, located at 1 DiPronio Drive, Waterloo, NY 13165 for the purpose of hearing public comments on Seneca County's current Community Development Block Grant (CDBG) project: 056CP24-21, Housing Needs Assessment, \$47,500. The CDBG program is administered by the New York State Office of Community Renewal (OCR), and provides resources to eligible local governments for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal purpose of benefitting low/moderate income persons. The hearing will provide further information about the CDBG project. Comments related to the effectiveness of administration of the CDBG project will also be received at this time. The hearing is being conducted pursuant to Section 570.486, Subpart I of the CFR and in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.

The Board of Supervisors Room is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities, those with hearing impairments, or those in need of translation from English, those individuals should contact Amanda Vavra, Clerk to the Board of Supervisors, by phone at (315) 539-1700, boardofsupervisors@co.seneca.ny.us, 1 DiPronio Drive, Waterloo, NY 13165, at least one week in advance of the hearing date to allow for necessary arrangements. Written comments may also be submitted to Amanda Vavra, Clerk to the Board of Supervisors, until end of business on September 15th, 2023.

New Business

Sprvr. J. Trout made a motion to enter into executive session Pursuant to Sections 105 (1)(F) of the New York State Open Meetings Law to review the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation, and he invited all members of the Board of Supervisors. Sprvr. Barnhart seconded the motion. The Board of Supervisors entered into executive session at 6:53pm and reenter public session at 7:20pm.

MOTION MADE AND SECONDED

Sprvr. J. Trout made a motion to approve the separation and severance agreement between Seneca County and C. Mitchell Rowe, Sprvr. Ferrara seconded the motion. Sprvr. Hayssen abstained from the vote.

SUPERVISORS APPROVE SEPERATION AND SEVERANCE AGREEMENT BETWEEN SENECA COUNTY AND C. MITCHELL ROWE

RESOLUTION NO. 219-23, moved by Sprvr. Ferrara, seconded by Sprvr. D. Trout and adopted.
Sprvr. Hayssen abstained from the vote.

RESOLVED, the Seneca County Board of Supervisors reviewed and approved the separation and severance agreement between Seneca County and C. Mitchell Rowe, this agreement will take effect immediately.

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Sprvr. J. Trout made a motion to approve the consultant agreement between Seneca County and C. Mitchell Rowe, Sprvr. D. Trout seconded the motion. Sprvr. Hayssen abstained from the vote.
SUPERVISORS APPROVE CONSULTANT AGREEMENT WITH C. MITCHELL ROWE
RESOLUTION NO. 220-23, moved by Sprvr. Shipley, seconded by Sprvr. Rhinehart and adopted.

WHEREAS, the Seneca County Board of Supervisors reviewed and approved the consultant agreement between Seneca County and C. Mitchell Rowe; and

WHEREAS, the term of this agreement commences on August 23, 2023 and will expire on December 31, 2023; and

WHEREAS, C. Mitchell Rowe shall bill the County under the retainer at an hourly rate of \$100.00, and billed in increments of a quarter hour; and

WHEREAS, C. Mitchell Rowe will provide the County Manager with written invoices on a monthly basis, which will set forth in increments no less than quarter hour increments, the time spent by C. Mitchell Rowe on behalf of the County along with a description of work performed; and

WHEREAS, the County agrees to make payments on each invoice within fifteen (15) calendar days of it receipt; now therefore be it

RESOLVED, the Seneca County Board of Supervisors approved the consultant agreement between Seneca County and C. Mitchell Rowe.

Sprvr. J. Trout made a motion to approve the appointment of Kyle Lovell to County Manager. Sprvr. Ferrara seconded the motion. Sprvr. Hayssen abstained from the vote.
SUPERVISORS APPOINT KYLE LOVELL AS SENECA COUNTY MANAGER
RESOLUTION NO. 221-23, moved by Sprvr. Trout, seconded by Sprvr. Barnhart and adopted.
Sprvr. Hayssen abstained from the vote.

WHEREAS, Kyle Lovell was hired in June 2023 as temporary Deputy County Manager to help with the succession planning and transition of the County Manager's duties and the transition period was successful; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby appoint Kyle Lovell as County Manager, effective August 23, 2023 for a four year term, in accordance with Local Law 9 of 2007.

Unfinished Business

None

Special Order of the Day

Sprvr. D. Trout made a motion to adjourn, and Sprvr. Barnhart seconded the motion. The Special Board meeting adjourned at 7:26p.m.