

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

**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**PUBLIC SAFETY AND CRIMINAL JUSTICE**

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

1. **ISSUE:** Authorize acceptance of fourth Upstate Quality Improvement and Caseload Reduction Grant from New York State Office of Indigent Legal Services.

[Click here to view board resolution](#)

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**HEALTH AND HUMAN SERVICES**

(Chair Hayssen, Vice-Chair Reynolds, Borst, Latini, Kronenwetter)

1. **ISSUE:** County Manager authorized and directed to sign a contract with the Governor's Traffic Safety Committee for the Child Passenger Safety Program Grant and Amend the 2024 Public Health Budget.

[Click here to view board resolution](#)

2. **ISSUE:** Amend 2024 Public Health Budget to accept the New York State Department of Health Performance Improvement Grant.

[Click here to view board resolution](#)

3. **ISSUE:** Chairman of the Board of Supervisors authorized to sign the Office for the Aging Four Year Plan for Services and Funding Applications.

[Click here to view board resolution](#)

4. **ISSUE:** Board of Supervisors approve Brianne En Contract Amendment.

[Click here to view board resolution](#)

5. **ISSUE:** Board of Supervisors approves Seneca County Community Services Board's (CSB) 2024 Appointments.

[Click here to view board resolution](#)

6. **ISSUE:** Seneca County Manager to sign the Seneca County 2024 Education Contract between Finger Lakes Community College and Seneca County Division of Human Services for Education Coordinator Services.

[Click here to view board resolution](#)

**UNFINISHED BUSINESS**

**NEW BUSINESS**

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**ECONOMIC DEVELOPMENT AND TOURISM**

(Chair J. Trout, Vice-Chair Brownell, Partee, Shipley, Latini)

1. **ISSUE:** Supervisors to provide \$20,000 Tourism Grant to Three Falls LDC in support of park development at Frontenac Point, Town of Covert.  
[Click here to view board resolution](#)
  
2. **ISSUE:** Supervisors authorize the issuance of a Request for Proposal (RFP) for professional services to create a Seneca County Housing Plan.  
[Click here to view board resolution](#)  
Click here to view housing plan
  
3. **ISSUE:** Resolution seeking home rule request for the introduction of New York State Senate and Assembly Bills to amend the tax law in relation to authorizing a two percent increase on hotel and motel taxes in Seneca County.  
[Click here to view board resolution](#)
  
4. **ISSUE:** Supervisors select MRB Group to provide consulting and support services for the Willard Campus Redevelopment process.  
[Click here to view board resolution](#)

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**HUMAN RESOURCES AND GOVERNMENT OPERATIONS**  
(Chair Borst, Vice-Chair Rhinehart, Partee, Shipley, J. Trout)

1. **ISSUE:** The Vacancy Committee met on January 23, 2024, and approved the following positions:

**DESCRIPTION:** Refills exists for the following departments

1. Code Enforcement: Code Enforcement Officer
2. IT: Network Administrator
3. IT: PC Support Specialist
4. Public Health: Public Health Sanitarian
5. Sheriff: Correction Officer
6. Sheriff: (3) Deputy Sheriff positions

**Action:** Committee Approval Only

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2. **ISSUE:** Board of Supervisors approves the Creation and Filling of one (1) Emergency Management Clerk (PT)  
[Click here to view board resolution](#)
3. **ISSUE:** Board of Supervisors approves the Creation and Filling Create and fill full time Director of Water & Sewer Services.  
[Click here to view board resolution](#)
4. **ISSUE:** Board of Supervisors Requests Home Rule Legislation to authorize out of county residency for the Seneca County Attorney.  
[Click here to view board resolution](#)

**UNFINISHED BUSINESS:**

**NEW BUSINESS**

**PUBLIC WORKS**

(Chair Rhinehart, Vice-Chair Kronenwetter, Hayes, Schmitter, D. Trout)

1. **ISSUE:** Board of Supervisors Authorize Acceptance of Crest Grant  
[Click here to view board resolution](#)
2. **ISSUE:** Board of Supervisors Authorizing Engineering Consultant Firm Barton & Loguidice to Manage County House Road Culvert Capital Project.  
[Click here to view board resolution](#)
3. **ISSUE:** Supervisors Support Restoration and Repairs to Historic Seneca County Courthouse and Commit American Recovery Act Funds to Undertake Project  
[Click here to view board resolution](#)
4. **ISSUE:** Supervisors Support Renovations of the County Office Building for Transfer of Office of the Aging Operations and Commit American Recovery Act Funds to undertake project.  
[Click here to view board resolution](#)
5. **ISSUE:** Seneca County Highway Department is requesting money from our 50-Machinery Reserve.

**Description:** We are requesting the purchase of two 10-Wheeler plow trucks, instead of one. We are requesting this because of the timeliness in receiving the trucks from the manufacturer. We have been waiting for two years for the truck we ordered and haven't received it yet.

**Action:** Discussion Only

**AGRICULTURE AND ENVIRONMENTAL AFFAIRS**

(Chair Kronenwetter, Vice-Reynolds, Schmitter, Hayssen, Latini)

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1. **ISSUE:** Appointments to Seneca County Agriculture Enhancement Board.  
[Click here to view board resolution](#)

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**WATER & SEWER TREATMENT MANAGEMENT & OPERATIONS**

(Chair Hayes, Vice-Chair D. Trout, Reynolds, J. Trout, Hayssen)

1. **ISSUE:** Supervisors Select MRB Group Provide Consulting and Support Services for the Establishment of the Seneca County Water & Sewer Authority  
[Click here to view board resolution](#)
2. 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**

**WAYS AND MEANS**

(Chair Partee, Vice- Chair Brownell, Rhinehart, Shipley, D. Trout)

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1. **ISSUE:** Supervisors Authorize Purchase of Varonis Security Software.  
[Click here to view board resolution](#)
2. **ISSUE:** Budget Transfer Resolution  
[Click here to view board resolution](#)
3. **ISSUE:** Finance Director to present Year to Date Financial Reports Update  
**Action:** For discussion only

**UNFINISHED BUSINESS**

**NEW BUSINESS**

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**TUESDAY, JANUARY 24, 2024  
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**AUTHORIZE ACCEPTANCE OF FOURTH UPSTATE QUALITY IMPROVEMENT AND CASELOAD REDUCTION  
GRANT FROM NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES**

WHEREAS, New York State Indigent Legal Services Board has authorized Seneca County to be a recipient of the Fourth Upstate Quality Improvement and Caseload Reduction Grant; and

WHEREAS, Seneca County has been awarded \$300,000 for the period July 1, 2023, through June 30, 2026;

WHEREAS, there is no local match requirement; and

WHEREAS, said grant award is to support local initiatives aimed at supporting improvements in the quality of representation provided to indigent persons; and

WHEREAS, The Seneca County Public Defender supports obtaining this funding and commits to enhancing the services received by indigent residents in Seneca County through the Public Defender's Office; and

WHEREAS, this resolution has been reviewed and approved by the Public Safety Committee at its January 23, 2024 meeting; now therefore be it,

RESOLVED, that the Seneca County Board of Supervisors approves the acceptance of the Fourth Upstate Quality Improvement and Caseload Reduction Grant contract in the amount of \$300,000 from the Office of Indigent Legal Services for the period July 1, 2023 through June 30, 2026 and authorizes and directs the County Manager to sign all necessary grant paperwork; 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 with unused portions of the grant flowing into future years.

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**COUNTY MANAGER AUTHORIZED AND DIRECTED TO SIGN A CONTRACT WITH THE GOVERNOR'S TRAFFIC SAFETY COMMITTEE FOR THE CHILD PASSENGER SAFETY PROGRAM GRANT AND AMEND THE 2024 PUBLIC HEALTH BUDGET**

WHEREAS, the Health Department has been awarded a Child Passenger Safety Program grant through the Governor's Traffic Safety Committee for the period of October 1, 2023, through September 30, 2024, and

WHEREAS, the grant award is in the amount of \$5,000 and will cover expenses such as the purchase of car seats, training, and supplies; and

WHEREAS, the award amount was not known at the time of the development of the 2024 budget; and

WHEREAS, the 2024 departmental expense and revenue accounts must be increased by \$5,000 to accurately reflect the grant award; and

WHEREAS, the resolution has been reviewed and approved by the Health and Human Services Standing Committee at its January 23, 2024, meeting; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby authorizes and directs the County Manager to sign a contract with the Governor's Traffic Safety Committee to accept the Child Passenger Safety Program Grant for the period October 1, 2023, through September 30, 2024; 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, including amending the 2024 Public Health budget to accept the grant revenue as follows:

INCREASE 104010 - 44442 PH CARSEAT SAFETY GRANT \$5,000.00

INCREASE 104010 - 54710 PH CARSEAT SAFETY GRANT \$5,000.00.

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**AMEND 2024 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 2024; and

WHEREAS, the amount of this grant is \$14,099; and

WHEREAS, the award amount was not known at the time of the development of the 2024 budget;  
and

WHEREAS, this grant allows for county reimbursement for Public Health covered activities and must be received from NYSDOH by December 31, 2024; and

WHEREAS, the 2024 departmental expense and revenue accounts must be increased by \$14,099 to accurately reflect the grant award; and

WHEREAS, the resolution has been reviewed and approved by the Health and Human Services Standing Committee at its January 23, 2024 meeting; 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 accept the NYSDOH Performance Improvement Grant for the period January 1, 2024, through December 31, 2024; 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, including amending the 2024 Public Health budget to accept the grant revenue as follows:

INCREASE 104010-43447 (Performance Improvement Grant) \$14,099

INCREASE 104010-54708 (Performance Improvement Grant) \$14,099

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

WHEREAS, the Seneca County Office for the Aging is required to submit the Four Year Plan for Aging Services for the period April 1, 2024 – March 31, 2028 for Seneca County, which includes funding applications; and

WHEREAS, a public hearing was held on November 29, 2023 , at 2465 Bonadent Drive, Suite 4 Waterloo, NY on said plan; 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 Four-Year Plan for Aging Services for the period April 1, 2024 – March 31, 2028 and funding applications for the period April 1, 2024- March 31, 2025 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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**BOARD OF SUPERVISORS REQUESTS HOME RULE LEGISLATION TO AUTHORIZE OUT OF COUNTY RESIDENCY FOR THE SENECA COUNTY ATTORNEY** WHEREAS, The County Attorney for the County of Seneca has advised the Board of Supervisors of his intended retirement later this year; and

WHEREAS County Law § 500 provides that the Board of Supervisors shall appoint a “ resident attorney-at-law as county attorney...”. It goes on to state that the board may employ an attorney-at-law residing in another county if having no resident attorney-at-law available, and

WHEREAS Public Officers Law § 3 states that a local public officer, which would include the County Attorney, must be a resident of the municipality to which the officer serves; and

WHEREAS, a review of available attorneys that reside in Seneca County, like many small counties in the state, lack suitable resident attorneys to adequately fill the position of county attorney; and

WHEREAS, to avoid any extended vacancy of the County Attorney, the board wishes to increase the pool of available attorneys to those residing in counties adjacent to Seneca County, which would include the cities of Auburn, Geneva, and Ithaca, as well as attorneys in the remainder of Ontario, Wayne, Cayuga, Thompkins, Schuyler, and Yates counties; 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 county to obtain a qualified successor to the present Couty Attorney and allow for a smooth and untroubled transition for the principal legal advisor to the Board; and

WHEREAS, under Home Rule legislation, an amendment or addition of appropriate language to the Public Officers Law § 3, subsection 3, applicable to Seneca County, to wit:

*In the county of Seneca, the provisions of this section requiring a person to 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, shall not prevent a person regularly admitted to practice as an attorney or counselor in the courts of record of this state from holding the office of Seneca County Attorney, provided that such person resides in the county of Seneca, or an adjoining county within the state of New York;*

would provide the Board of Supervisors the opportunity to select the best qualified legal counsel for the County; and

WHEREAS, this resolution has been approved by the Government Operations Committee on January 23, 2024; 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, subsection 3, of the Public Officers Law, giving Seneca County that authority to appoint a County Attorney with residency in Seneca County, or any county contiguous thereto, within the State of New York; as set forth herein.

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**BRIANNE EN CONTRACT AMENDMENT**

WHEREAS, the Seneca County Board approved a service contract with Brianne En, NPP for provision of Psychiatric services; and

WHEREAS, an additional thirteen dollars and twenty five cents (\$13.25) an hour is needed to bring this contractor's pay rate in line with other contractors performing the same duties with the same level of experience; and

<b>Mental Health 104220.54350</b>	<b>Total Contract Amount (\$)</b>	<b>Rate (\$)</b>	<b>Hours</b>
Brianne En, NPP	88,000	110.00	800

WHEREAS, this would increase the previously approved contract by \$10,600 from \$77,400 to \$88,000; and

WHEREAS, the increased pay rate would be supported by collection of medical fees and are supported in the 2024 budget; and

WHEREAS, the contract was approved by the Health and Human Services Committee on January 23, 2024; 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 Brianne En, NPP; and, now therefore be it

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

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**BOARD OF SUPERVISORS APPROVES SENECA COUNTY COMMUNITY SERVICES BOARD'S (CSB)  
2024 APPOINTMENTS**

WHEREAS, on October 17, 2023 the CSB agreed to reappoint Seneca County CSB member Susan Ottenweller, to the position of Chair, and Joseph Lorenzetti as Vice Chair with a term expiration date of December 31, 2024; and

WHEREAS; the Seneca County CSB agreed to appoint CSB Member Michael Alessio, to the position of Chair of the Alcohol and Substance Abuse Subcommittee, both with a term expiration date of December 31, 2024; and

WHEREAS, the Seneca County CSB has agreed to reappoint Seneca County CSB Member Maria Gigliotti to the position of Chair of the Mental Health Subcommittee, with a term expiration date of December 31, 2024; and

WHEREAS, the Seneca County CSB reappointed Stanley Hatch as the Chair of the Developmental Disabilities Subcommittee, with a term expiration date of December 31, 2024; and

WHEREAS, the Health and Human Services Committee approved the CSB's 2024 appointments on January 23, 2024; now therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby approves CSB appointments for 2024.

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**Seneca County Manager to Sign the Seneca County 2024 Education Contract Between Finger Lakes Community College and Seneca County Division of Human Services for Education Coordinator Services**

WHEREAS, the Seneca County Division of Human Services would like to enter into agreement with Finger Lakes Community College for the Employee Education and Training Program and Education Coordinator Services; and

WEHREAS, the 2024 Employee Education and Training Program provides DHS employees options to earn college credit toward completion of a College Certificate, Associate's, Bachelor's, or Master's degree, and attend in-service and non-credit training programs; and

WEHREAS, the contract with the community college supports both the education of individual workers and training within the organization; and

WHEREAS, the Education Coordinator will provide assistance to the Division by facilitating registration into education and training opportunities to all DHS employees and other related agency staff; arrange for training that will help strengthen and develop workplace skills, community collaboration and efficiency; purchase training supplies and curriculum; and assist the Commissioner and Staff Development Coordinator in identifying training resources for the Division; and

WHEREAS, this contract also funds EAP services for all DHS employees; and

WHEREAS, this contract is budgeted under project account 106010 54700 SS06 for 2024;

WHEREAS, this contract has been reviewed and approved by the Health and Human Services Standing Committee on January 23, 2024, now, therefore be it

RESOLVED, the Board of Supervisors authorizes the approval of the contract with Finger Lakes Community College and authorizes the Seneca County Manager to sign the 2024 agreement with Finger Lakes Community College.

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**TUESDAY, JANUARY 24, 2024  
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**SUPERVISORS TO PROVIDE \$20,000 TOURISM GRANT TO THREE FALLS LDC IN SUPPORT OF PARK  
DEVELOPMENT AT FRONTENAC POINT, TOWN OF COVERT**

WHEREAS the Three Falls LDC, which is the entity charged with development of the former Camp Barton Boy Scout Camp into a public park operation; and

WHEREAS the park will be located near Frontenac Point, in the Town of Covert; and

WHEREAS, this new Park within Seneca County with its nearly 100 acres and half a mile of Cayuga Lake shoreline and evolving range of uses for public and private events and activities will quickly and appropriately attract and benefit tourists and local residents in 2024, and

WHEREAS, the Three Falls LDC has proceeded well in 2023 towards acquiring a license and securing services, developing plans, and expects an opening of a State Park at Frontenac Point in the Town of Covert in 2024; and

WHEREAS, the startup costs during 2024, its first year of operation to open the Park to the public will require further financial support from its three member municipalities (Town of Ulysses, Village of Trumansburg, and Town of Covert, and

WHEREAS, each of the three Member Municipalities has been asked to provide \$20,000 towards the 2024 Annual Budget of the Three Falls LDC for these purposes; and

WHEREAS, the Seneca County Occupancy Tax provides annual revenue to the County to promote and expand tourism and related purposes, and

WHEREAS, the Board has been advised that Three Falls LDC joins with the Town of Covert to request a \$20,000 tourism grant from Seneca County to support final development and initial opening costs of the park; and

WHEREAS this resolution came before the Board of Supervisors through action of the Economic Development and Tourism Committee at its meeting on January 23, 2024.

NOW therefore be it

RESOLVED that the Seneca County Board of Supervisors supports the development of the former Camp Barton site into a public park operation and; and it is further

RESOLVED that the Board of Supervisors authorizes the Finance Director to disburse \$20,000 from the Hotel Motel Occupancy Tax to Three Falls LDC for the stated purpose in the support of tourism for Seneca County.

NOW therefore be it

RESOLVED that the Seneca County Board of Supervisors supports the development of the former Camp Barton site into a public park operation and; it is further

RESOLVED that the Board of Supervisors authorizes the Finance Director to disburse \$20,000 from the Hotel Motel Occupancy Tax to Three Falls LDC for the stated purpose in the support of tourism for Seneca County.

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**SUPERVISORS AUTHORIZE THE ISSUANCE OF A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES  
TO CREATE A SENECA COUNTY HOUSING PLAN**

**WHEREAS**, by Resolution No. 222-23, the Seneca County Board of Supervisors accepted the findings of *Housing Between the Lakes, A Housing Needs Assessment for Seneca County, NY* while also acknowledging that housing development is economic development; and

**WHEREAS**, a primary recommendation of the Housing Needs Assessment is that Seneca County should initiate and manage the creation and implementation of a contextually appropriate housing strategic plan that engages with local governments and key stakeholders resulting in an actionable vision for housing development and investment in Seneca County; and

**WHEREAS**, the Seneca County Board of Supervisors approved funding for this purpose in the 2024 Planning & Community Development Department budget and;

**WHEREAS**, the Economic Development and Tourism Committee reviewed and approved this resolution on January 23, 2024; and now, therefore be it

**RESOLVED**, that the Seneca County Board of Supervisors hereby authorizes and directs the Department of Planning and Community Development to prepare and issue a Request for Proposals (RFP) from qualified planning firms to coordinate the development of a Seneca County Housing Plan.

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**RESOLUTION SEEKING HOME RULE REQUEST FOR THE INTRODUCTION OF NEW YORK STATE SENATE  
AND ASSEMBLY BILLS TO AMEND THE TAX LAW IN RELATION TO AUTHORIZING A TWO PERCENT  
INCREASE ON HOTEL AND MOTEL TAXES IN SENECA COUNTY**

WHEREAS, The Seneca County Hotel and Motel Occupancy Tax has been in place for over thirty (30) years with a tax rate of 3% for the entire time; and

WHEREAS the revenue generated by the tax has served to not only increase the number of visitors to the county, but also provides support to tourism related infrastructure, lake and waterway protection, information services, as well as additional program funding for a variety of festivals and events throughout the county; and

WHEREAS, to continue to support tourism and its economic impact for the County, the Board of Supervisors requests that its New York State legislators take action pursuant to Municipal Home Rule to increase the rate of tax to the special state law authorizing and empowering Seneca County to impose an additional two percent (2%) in hotel and motel taxes in Seneca County; and

WHEREAS, said amendment will relate to New York Tax Law §1202-o and expand the collection of Hotel-Motel Tax collection from three percent (3%) to five percent (5%); and

WHEREAS, this amended percentage will further strengthen the ability of Seneca County to promote tourism and to invest in tourism related infrastructure; and

WHEREAS, this Resolution has been recommended for approval by the Economic Development and Tourism Standing Committee at its Meeting on January 23, 2024; now, therefore be it

RESOLVED, that this Board approves the Home Rule Request for the introduction and passage of Senate and Assembly Bills to increase the Hotel-Motel Tax in Seneca County to 5%; and be it further

RESOLVED, that the Clerk of this Board of Supervisors be authorized and directed to execute the required Home Rule Requests and to transmit the appropriate forms to the Senate and Assembly Representatives and Home Rule Counsel.

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**SUPERVISORS SELECT MRB GROUP PROVIDE CONSULTING AND SUPPORT SERVICES THE FOR  
THE WILLARD CAMPUS REDEVELOPMENT PROCESS**

WHEREAS, MRB Group had been previously contracted by the Seneca County Industrial Development Agency (SCIDA) to develop the Highest and Best Use Study for the former Willard Drug Treatment Center campus (WDTC); and

WHEREAS, after review of said report and its recommendations, the Seneca County Board of Supervisors, at the request of the SCIDA, wishes to move forward in the next steps of the Site Disposition Action Plan; and

WHEREAS, MRB Group has the experience and capacity to provide such services to address the Site Disposition Action Plan; and

WHEREAS, the contract for such services will be at the cost \$100,000; and

WHEREAS Seneca County is in receipt of funding from the federal government under the American Rescue Plan Act (ARPA) that would be an appropriate funding source for this project in the amount of \$100,000; and

WHEREAS, this Resolution has been recommended for approval by the ARPA Committee and the Economic Development and Tourism Committee at their meetings on January 23 2024; now, therefore be it

NOW therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby selects MRB Group to provide consulting and support services to assist the County in the Site Disposition Action Plan for the Willard Drug Treatment Center campus; and be it further

RESOLVED, that the County Manager is authorized and directed to execute an Agreement with MRB Group for such purpose; and be it further

RESOLVED, that the Director of Finance is authorized and directed to make any necessary financial and budget adjustments consistent with this Resolution.

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**APPOINTMENTS TO SENECA COUNTY AGRICULTURE ENHANCEMENT BOARD**

WHEREAS, two appointments to the Agriculture Enhancement Board have expired; and

WHEREAS, appointments to the Agriculture Enhancement Board are made by the Seneca  
County Board of Supervisors; and

WHEREAS, this resolution has been reviewed and approved by the Agriculture & Environmental  
Affairs Standing Committee on January 23, 2024; now, therefore be it

RESOLVED, that the following persons are re-appointed to the Agriculture Enhancement Board for  
an additional three-year term to expire on December 31, 2026:

- Peter Decloux, Town of Ovid, as an Agriculture Business representative
- Julie Thompson, Town of Fayette, as a Farmer Representative

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**SUPERVISORS AUTHORIZE PURCHASE OF VARONIS SECURITY SOFTWARE**

WHEREAS, Seneca County would purchase Varonis Security software from SHI, 290 Davidson Ave. Someset, NJ 08873

WHEREAS, the Varonis Security Software will assist in data classification and discovery, Data access governance and ransomware prevention.

WHEREAS, the funding for this project in the amount of \$55,872.95 was budgeted for and is available in the 2024 Information Technology budget account 101680-54221; and

WHEREAS, this resolution has been reviewed and approved by the Technology Standing Committee on January 23rd, 2024; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors approves the purchase and the payment of \$55,872.95 to SHI.

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COMMITTEE MEETINGS**

**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**BOARD OF SUPERVISORS AUTHORIZES AMENDMENTS TO  
2023 SENECA COUNTY BUDGET**

WHEREAS, amendments to the 2023 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 23, 2024; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes the following amendments to the 2023 Seneca County Budget:

Line Item	Description	Increase/(Decrease)	Revenue/Expenditure	\$
<b>Note 1: Public Health Budget adjustment</b>				
104149-54441	Transportation	Decrease	Expenditure	\$8,100
104147-54700	Early Intervention Contractual	Decrease	Expenditure	\$32,000
104149-43601	Pre-School 3-5 Medicaid	Increase	Revenue	\$49,900
104149-54700	Pre-School 3-5 Contractual	Increase	Expenditure	\$90,000
<b>Note 2: Sewer 1 Budget adjustment</b>				
328110-54220	Repairs & Maintenance Plant	Decrease	Expenditure	\$13,000
328110-54225	Repairs & Maintenance Line	Decrease	Expenditure	\$9,000
328110-54140	Utilities	Increase	Expenditure	\$14,000
328110-54700	Contractual	Increase	Expenditure	\$8,000
<b>Note 3: Sewer 3 Budget adjustment</b>				
348110-42401	Interest Earnings	Increase	Revenue	\$25,000
348110-54380	Other Fees and Services	Increase	Expenditure	\$25,000
<b>Note 4: Highway Construction Budget adjustment</b>				
405110-51100	Salaries Maintenance	Decrease	Expenditure	\$42,482
405110-58600	Health Insurance	Decrease	Expenditure	\$5,699
405110-58100	Retirement	Increase	Expenditure	\$14,561
405112-51100	Salaries Construction	Increase	Expenditure	\$27,921
405112-58600	Health Insurance	Increase	Expenditure	\$5,699
<b>Note 5: Health Insurance Budget adjustment</b>				
103150-58600	LEC Health Insurance	Decrease	Expenditure	\$83,944
104220-58600	MH Addictions Hlth Ins	Decrease	Expenditure	\$14,248
104330-51100	MH Dom Viol Salaries	Decrease	Expenditure	\$20,642
101015-58600	County Mgr Hlth Ins	Increase	Expenditure	\$6,918
101325-58600	Treasurer Hlth Ins	Increase	Expenditure	\$16,223
101450-58600	Brd of Elections Hlth Ins	Increase	Expenditure	\$21,002
103112-58600	Sheriff Civil Hlth Ins	Increase	Expenditure	\$20,670
104320-58600	MH Clinic Hlth Ins	Increase	Expenditure	\$34,890
108090-58600	Code Enforcement Hlth Ins	Increase	Expenditure	\$19,131

**TENATIVE AGENDA  
 SENECA COUNTY  
 BOARD OF SUPERVISORS  
 COMMITTEE MEETINGS**

**TUESDAY, JANUARY 24, 2024  
 BEGINNING AT 6:00 P.M.**

<b>Note 6: County Manager Budget adjustment</b>				
101990-54700	Contingency	Decrease	Expenditure	\$26,455
101015-51100	Salaries	Increase	Expenditure	\$26,455
<b>Note 7: DHS Budget adjustment</b>				
106010-51100-SS02	Services-Salaries	Decrease	Expenditure	\$139,845
106010-54700-SSWF2	Workforce MOU DSS TANF	Decrease	Expenditure	\$40,829
106010-51100-SS01	Temporary Asst Salaries	Increase	Expenditure	\$82,130
106010-51100-SS06	Staff Development Salaries	Increase	Expenditure	\$17,996
106010-51100-SS08	Support Collection Salaries	Increase	Expenditure	\$21,983
106010-51300-SS02	Services Overtime	Increase	Expenditure	\$6,637
106010-51310-SS02	Services On-call Overtime	Increase	Expenditure	\$11,099
106010-54700-SSWF4	Workforce MOU TANF Serv	Increase	Expenditure	\$40,829
<b>Note 8: Water Budget adjustment</b>				
318310-54220	Repairs & Maintenance	Decrease	Expenditure	\$13,839
318310-54342	Public Works Support	Decrease	Expenditure	\$1,878
318310-54700	Contractual	Decrease	Expenditure	\$5,530
318310-54141	Purchase of Water	Increase	Expenditure	\$21,247

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**TENATIVE AGENDA  
SENECA COUNTY  
BOARD OF SUPERVISORS  
COMMITTEE MEETINGS**

**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**SUPERVISORS SUPPORT RESTORATION AND REPAIRS TO HISTORIC  
SENECA COUNTY COURTHOUSE AND COMMIT AMERICAN RECOVERY ACT FUNDS TO  
UNDERTAKE PROJECT**

WHEREAS, Seneca County is the owner of the historic Three Bears property in the Village of Ovid; and

WHEREAS, the historic Seneca County Courthouse known as Papa Bear requires repairs and restoration to the cupola for both aesthetic and safety reasons; and

WHEREAS, Bero Architects has developed plans and specifications to complete the needed repairs and restoration, and the revised estimate for said improvements is \$350,000; and

WHEREAS, the County has been successful in securing partial grant funding of \$75,000 from DASNY to accomplish project these improvements, and also has received \$100,000 Federal Second Tranche funds that are available for this project, but still requires additional funding in the amount of \$175,000; and

WHEREAS, Seneca County is in receipt of funding from the federal government from the American Rescue Plan Act (ARPA) that would be an appropriate funding source for this project in the amount of \$175,000; and

WHEREAS, this Resolution has been recommended for approval by the ARPA Committee and the Public Works Standing Committee at its meeting on January 23 2024; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors commits \$175,000.00 funding from the American Rescue Plan Act to support this project as set forth above; and be it further

RESOLVED, that the Director of Finance is authorized and directed to make any necessary budget and account entries necessary to implement the intent of this Resolution; and it is further

RESOLVED, that the County Manager is authorized to engage Bero Architects to prepare specifications and documents in anticipation of seeking bids this project the project, and solicit bids for final review by the Board before award.

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

**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**SUPERVISORS SUPPORT RENOVATIONS OF THE COUNTY OFFICE BUILDING FOR TRANSFER OF  
OFFICE OF AGING OPERATIONS AND COMMIT AMERICAN RECOVERY ACT FUNDS TO UNDERTAKE  
PROJECT**

WHEREAS, Seneca County Office of the Aging (OFA) has been operating from space in the former Bonadent Building for several years; and

WHEREAS, it has been determined that in order to provide adequate space and facilities to Seneca County Mental Health Services, transfer of their offices and operations from the 31 Thurber Drive property to renovated space currently occupied by OFA is the most cost-effective option available to the County; and

WHEREAS to facilitate this move, the renovation of the currently underutilized space on the 1<sup>st</sup> floor of the County Office building for OFA operations would also present the most cost-effective option available to the County; and

WHEREAS, Architect John Snyder has completed the preliminary documents and plans for the renovations to the 1<sup>st</sup> floor space for OFA, and the estimated costs for the same would require commitment of funding in the amount of \$1,100,000; and

WHEREAS, Seneca County is in receipt of funding from the federal government from the American Rescue Plan Act (ARPA) that would be an appropriate funding source for this project in the amount of \$175,000; and

WHEREAS, this Resolution has been recommended for approval by the ARPA Committee and the Public Works Standing Committee at its meeting on January 23 2024; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors commits \$1,100,000 funding from the American Rescue Plan Act to support this project as set forth above; and be it further

RESOLVED, that the Director of Finance is authorized and directed to make any necessary budget and account entries necessary to implement the intent of this Resolution; and it is further

RESOLVED, that the County Manager is authorized to engage John Snyder Architects to prepare specifications and documents in anticipation of seeking bids for this project and solicit bids for final review by the Board before award.

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**TENATIVE AGENDA  
SENECA COUNTY  
BOARD OF SUPERVISORS  
COMMITTEE MEETINGS**

**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**SUPERVISORS SELECT MRB GROUP PROVIDE CONSULTING AND SUPPORT SERVICES FOR THE  
ESTABLISHMENT OF THE SENECA COUNTY WATER & SEWER AUTHORITY**

WHEREAS, MRB Group had been previously contracted by the county to study the potential formation of a Water & Sewer Authority in Seneca County and made such a presentation of their findings and recommendations to the Board in June of 2023; and

WHEREAS, after review of said report and its recommendations, the Seneca County Board of Supervisors has taken the initial steps in the creation of said Water & Sewer Authority; and

WHEREAS, additional professional support of the creation of the Water & Sewer Authority is required by the county during this formation process, and MRB Group has the expertise and experience in this area; and

WHEREAS, the Water & Sewer Treatment and Operations Committee has approved and recommended at its meeting on January 23, 2024 that MRB Group be contacted to provide such support to the County in an amount not to exceed \$10,000.00; and

WHEREAS Seneca County is in receipt of funding from the federal government under the American Rescue Plan Act (ARPA) that would be an appropriate funding source for this project in the amount of \$10,000; and

WHEREAS, this Resolution has been recommended for approval by the ARPA Committee and the Water & Sewer Treatment Management & operations Committee at their meetings on January 23 2024.

NOW therefore be it

RESOLVED, that the Seneca County Board of Supervisors hereby selects MRB Group to provide consulting and support services to assist the County in the creation of the Seneca County Water & Sewer Authority; and be it further

RESOLVED, that the County Manager is authorized and directed to execute an Agreement with MRB Group for such purpose; and be it further

RESOLVED, that the Director of Finance is authorized and directed to make any necessary financial and budget adjustments consistent with this Resolution.

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**TENATIVE AGENDA  
SENECA COUNTY  
BOARD OF SUPERVISORS  
COMMITTEE MEETINGS**

**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**AUTHORIZE ACCEPTANCE OF CREST GRANT  
FROM DORMITORY AUTHORITY STATE OF NEW YORK STATE**

WHEREAS, New York State (DASNY) has authorized Seneca County to be a recipient of the Community Resiliency, Economic Sustainability, and Technology Program (CREST) Grant; and

WHEREAS, Seneca County has been awarded \$75,000 to support renovation to the Historic Seneca County Courthouse in Ovid; and

WHEREAS, there is a need for further renovations at the Historic Seneca County Courthouse; and

WHEREAS, this resolution has been reviewed and approved by the Public Works Committee at its January 23, 2024 meeting; now therefore be it,

RESOLVED, that the Seneca County Board of Supervisors approves the acceptance of CREST Grant contract in the amount of \$75,000 from DASNY and authorizes and directs the County Manager to sign all necessary grant paperwork; 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 with unused portions of the grant flowing into future years as per the grant guidelines.

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**TENATIVE AGENDA  
SENECA COUNTY  
BOARD OF SUPERVISORS  
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**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**AUTHORIZING ENGINEERING CONSULTANT FIRM BARTON & LOGUIDICE TO  
MANAGE COUNTY HOUSE ROAD CULVERT CAPITAL PROJECT**

WHEREAS, Resolution No. 296-23 authorized the acceptance of BridgeNY funds, the establishment of a capital project and solicitation of an engineering firm to provide the design and engineering for the County House Road Culvert over Silver Creek Project, P.I.N. 375733; and

WHEREAS, Resolution No. 296-23 authorized a total capital project cost in the amount of \$1,225,758; and

WHEREAS, the Highway Superintendent solicited proposals from Region 3 Local Design Service Agreement (LDSA) list; and

WHEREAS, Barton & Loguidice of 443 Electronics Pkwy, Liverpool, NY 13088 submitted a proposal for engineering and design services for a contract amount not to exceed \$184,000; and

WHEREAS, the Public Works Standing Committee approved this resolution at its January 23, 2024 meeting; now, therefore be it

RESOLVED, that the Seneca County Board of Supervisors does hereby authorize a contract with Barton & Loguidice for the design and engineering services for the County House Road Culvert over Silver Creek Project, P.I.N. 375733, not to exceed \$184,000; and be it further

RESOLVED, that the County Manager is hereby authorized and directed to sign any and all documents with Barton & Loguidice regarding engineering for the County House Road Culvert over Silver Creek Project, P.I.N. 375733; and be it further

RESOLVED, that the Department of Finance is hereby authorized and directed to amend the Capital Project budget as follows:

			Existing Budget	Change	New Budget
805112 44589 SILVR	State Aid-Bridge NY	Revenue	\$1,225,758		\$1,225,758
805112 52001 SILVR	Bridge Project	Expenditure	\$1,225,758	(\$184,000)	\$1,041,758
805112 54341 SILVR	Engineer Fees	Expenditure		\$184,000	\$184,000

;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.

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**TENATIVE AGENDA  
SENECA COUNTY  
BOARD OF SUPERVISORS  
COMMITTEE MEETINGS**

**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**BOARD OF SUPERVISORS APPROVES THE CREATION AND FILLING OF ONE (1) PART-TIME CLERK POSITION  
IN THE EMERGENCY MANAGEMENT DEPARTMENT**

**WHEREAS**, the Director of Emergency Management has identified the need to create and fill one part-time Clerk position within the department to provide support for unfunded duties related to discovery/bail reform laws in NYS; and

**WHEREAS**, the Director of Finance has reviewed the 2024 budget and there is sufficient funding in the **103640-51200** Part Time account code; and

**WHEREAS**, this position has been reviewed and approved by the Vacancy Committee and the Human Resources & Government Operations Committee on January 23, 2024; now, therefore be it

**RESOLVED**, that the Board of Supervisors approve the creation and filling of one (1) part-time Clerk position at Grade 2, Hire Rate (\$18.417) of the CSEA Bargaining Agreement; 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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**TENATIVE AGENDA  
SENECA COUNTY  
BOARD OF SUPERVISORS  
COMMITTEE MEETINGS**

**TUESDAY, JANUARY 24, 2024  
BEGINNING AT 6:00 P.M.**

**BOARD OF SUPERVISORS APPROVES THE CREATION AND FILLING OF ONE FULL- TIME DIRECTOR OF  
WATER & SEWER SERVICES**

WHEREAS, the County Manager, as interim Water and Sewer System Administrator, and the Water & Sewer Treatment management & Operations committee have identified the need to create and fill one full-time Director of Water & Sewer Operations; and

WHEREAS, it is necessary to have a dedicated supervisor for operational and administrative management of the county's Water and Sewer Districts and function as point of contact for contractors and others performing services for all aspects of the systems, community relations, as well as liaison and coordination with the Finance Department; and

WHEREAS, creating and filling this position is vital to ensuring that all operational, administrative, and regulatory duties and responsibilities are completed properly and efficiently; and

WHEREAS, upon the establishment of the proposed Seneca County Water and Sewer Authority, this position will transfer to said authority for future activities; and

WHEREAS, this position is a critical aspect of infrastructure support, and as such is an appropriate expenditure of ARPA funding; and

WHEREAS, said provision for funding was approved by the ARPA committee at its meeting January 23, 2024; and

WHEREAS, this position was reviewed and recommended by the Water & Sewer Treatment management & Operations committee at its January 16, 2024 meeting to the Vacancy Committee, which has been approved and reviewed the same, and approved by the Human Resources and Governmental Operations Standing Committee on January 23, 2024; now, therefore be it

RESOLVED, that the Board of Supervisors approve the creation and filling of one (1) full-time Director of Water & Sewer Operations at Grade 9 (Annual \$94,871) on the 2024 Management Salary Schedule; 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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