



AGENDA
CAYUGA COUNTY LEGISLATURE
Tuesday, June 27, 2023, 5:30PM

Live Link: <https://www.youtube.com/watch?v=HOK3Niq3FZk>

CALL TO ORDER: Hon. David Gould, Chair

ROLL CALL: Sheila Smith, Clerk of the Legislature

PLEDGE OF ALLEGIANCE:

MOMENT OF PRAYER:

DEATHS: Our sincere condolences to the families and friends of:

PUBLIC HEARING: 5:30PM – Call 315-294-8051, if you wish to speak on the public hearing.

- Authorizing the addition of Real Property to the Cayuga County Agricultural District

PROCLAMATIONS:

- Juneteenth Day, June 19, 2023
- Senior Nutrition Program Volunteers Day

PRESENTATION:

- Dave Bottar and Steve Lynch, re: update on Broadband

PRIVILEGE OF THE FLOOR:

MINUTES TO APPROVE: May 23, 2023

COMMUNICATIONS AND ANNOUNCEMENTS: None

CCC REPORT: Dr. Durant

COMMITTEE REPORTS & INDIVIDUAL LEGISLATORS' REPORTS:

CHAIRMAN'S REPORT: David Gould

**CAYUGA COUNTY LEGISLATURE
RESOLUTIONS 6-27-23**

WAYS & MEANS:

- 6-23-WM-1 Fixing Day and Notice of Public Hearing on a Local Law to opt out of the exemption from taxation for certain renewable energy systems under Real Property Tax Law Section 487 for the County of Cayuga
- 6-23-WM-2 Authorizing the Settlement of the Matter of Rite Aid Corporation, Walgreen Co., and Walgreen Co., Walgreen Eastern Co., Inc. vs. the Assessor for the City of Auburn and the Board of Assessment Review of the City of Auburn and the City of Auburn, Cayuga County, New York, (Index Nos. E2014-0620, E2016-0498, E2017-0508, E2018-0649, E2019-0727, E2020-0419, E2021-0644, E2022-0437, E2023-, E2019-0734, E2020-0421) and the Execution of a Stipulation and Consent Order
- 6-23-WM-3 Authorizing the Director of Finance to fill Junior Accountant Position
- 6-23-WM-4 Authorizing the Chair of the Cayuga County Legislature to renew a network cloud subscription with EV Connect for the hybrid vehicle charging station at the County Office Building
- 6-23-WM-5 **(Amended @ Ways)** Amending the Cayuga County Compensation Plan for Non-Bargaining - Legal Group
- 6-23-WM-6 Adopting Compensation Plan Adjustments for Certain County Attorney, District Attorney and Assigned Council Department Positions **(2/3)**

HEALTH & HUMAN SERVICES:

- 6-23-HH-1 Authorizing the Public Health Director to fill a PT Lactation Peer Counselor Position in the Health Department's WIC Program
- 6-23-HH-2 Authorizing the Cayuga County Legislature and the Public Health Director to fill an F/T E-I Service Coordinator Position
- 6-23-HH-3 Authorizing the Commissioner of Social Services to Fill two Caseworker Vacancies in the Adult Protective Services Unit
- 6-23-HH-4 Authorizing the creation of a temporary leave bank for a Cayuga County Mental Health employee.
- 6-23-HH-5 Authorize the creation and fill of one Part-Time Temporary Jail Social Worker Position
- 6-23-HH-6 Authorizing the Director of Community Services to Create and Pre-Fill A Senior Clerk Position at the Community Mental Health Center Of Cayuga County.
- 6-23-HH-7 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with Elderchoice for meal service
- 6-23-HH-8 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign a contract with Elderchoice under funding from the Alzheimer's Association of CNY Caregiver Respite Initiative (ALZ-CSI)
- 6-23-HH-9 Authorizing the Chair of the Cayuga County Legislature and the Director of the Office for the Aging to sign annual contracts with various subcontractors.

GOVERNMENT OPERATIONS:

- 6-23-GO-1 Amending the Cayuga County Public Information Policy
- 6-23-GO-2 Amending the Cayuga County Vehicle Policy
- 6-23-GO-3 Authorization to fill one (1) Full-Time Senior Clerk due to a staff resignation
- 6-23-GO-4 Authorizing the Chairman of the Legislature and the Commissioners of the Board of Elections to sign contract for Postage Grant for the Board of Elections
- 6-23-GO-5 Authorizing the Chairman of the Legislature and the Commissioners of the Board of Elections to sign contracts for Poll Workers Grant for the Board of Elections

- 6-23-GO-6 Authorizing the Chairman of the Legislature and the Commissioners of the Board of Elections to sign contracts for SHOEBOX Grant for the Board of Elections
- 6-23-GO-7 Authorizing the Chairman of the Legislature and the Commissioners of the Board of Elections to sign contracts for TIER Grant for the Board of Elections
- 6-23-GO-8 **(No vote @ Ways)** Authorizing the County Attorney to Fill One (1) Assistant Attorney Position in the County Attorney's Office
- 6-23-GO-9 **(No vote @ Ways)** Authorizing the County Attorney to Create and Fill One (1) Assistant County Attorney in the County Attorney
- 6-23-GO-10 **(No vote @ Ways)** Authorizing the County Attorney to Create and Fill a Senior Assistant County Attorney Position in the County Attorney's Office
- 6-23-GO-11 **(ADDED 6/21/23)** Increasing pay rates for Election Inspectors and Custodians

PLANNING:

- 6-23-PL-1 Authorizing the addition of Real Property to the Cayuga County Agricultural District
- 6-23-PL-2 **(ADDED 6/21/23)** Awarding the bid for grant funded improvements to the Cayuga Lake Blueway Trail with installation of an ADA-compliant kayak launch at Frontenac Park in Union Springs

PUBLIC WORKS:

- 6-23-PW-1 Authorizing the Chair of the Cayuga County Legislature to sign a second one-year extension to the agreement for the cleaning of two county buildings the Cayuga County Courthouse and the Historic Post Office
- 6-23-PW-2 Authorizing the Chairman of the Legislature and Highway Superintendent to enter into a Three-Year Agreement for Snow and Ice removal with Towns and Villages of Cayuga County
- 6-23-PW-3 Authorization to accept additional paving funds
- 6-23-PW-4 Authorizing the Cayuga County Legislature to approve, endorse, and partner with the Town of Owasco for the grant application to the New York State Department of Environmental Conservation (NYS DEC) Round 16 Urban and Community Forestry (UCF2) for Tree Maintenance of Removing and Pruning Street Trees in the Town of Owasco.

JUDICIAL & PUBLIC SAFETY:

- 6-23-JP-1 Authorizing the creation and hiring of a Data Officer within the Assigned Counsel Program
- 6-23-JP-2 Authorizing the Director of Emergency Services to create and fill an Assistant Director of Emergency Medical and Training Services
- 6-23-JP-3 Authorize the Sheriff to fill one (1) vacant Licensed Practical Nurse Position in the Custody Division of the Cayuga County Sheriff's Office
- 6-23-JP-4 Authorize the Sheriff to fill eight (8) vacant Sheriff Custody Officer Positions in the Custody Division of the Cayuga County Sheriff's Office
- 6-23-JP-5 Authorize the Sheriff to fill one vacant Cayuga County Corrections Facility Administrator position in the Custody Division of the Cayuga County Sheriff's Office
- 6-23-JP-6 Authorizing the Sheriff's Office to accept funding through the 2021 SLETPP (State Law Enforcement Terrorism Prevention Program) Grant from the Division of Homeland Security and Emergency Services to support prevention and preparedness efforts and amend the 2023 Sheriff's grants budget to accept the 2021 funding
- 6-23-JP-7 Authorizing the Sheriff's office to accept funding through the 2021 Operation Stonegarden Grant from the Division of Homeland Security and Emergency Services and amend the 2023 Sheriff's grants budget to accept the 2021 funding

- 6-23-JP-8 Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Cayuga Counseling for the Alternative Sentencing Program for the term July 1, 2023 through June 30, 2024
- 6-23-JP-9 Authorizing the Probation Department to enter into a contract with Cayuga Counseling to provide Pretrial Release Services.
- 6-23-JP-10 **(ADDED 6/26/23)** Authorize the Sheriff to fill one (1) vacant Special Patrol Officer (SPO) position in the Moravia School District and adjust the hourly rate.

LEGISLATURE:

- 6-23-LEG-1 Resolution authorizing the solicitation of professional services proposals for construction manager as agent and for architecture and engineering services for the County Office Building Renovation Project

EXECUTIVE SESSION: re: Employment history of a particular person

- 6-23-LEG-2 Authorizing appointments to the various Boards and Agencies
- 6-23-LEG-3 **(ADDED 6/26/23)** Resolution authorizing the Cayuga County Public Utility Services Agency (CCPUSA) and Acadia Energy Corporation to collaborate on preparing and submitting applications for grant funding to fund engineering and pre-development work for renewable energy projects on real property owned by Cayuga County

And any other business that may come before the Board

ADJOURNMENT: Tuesday, July 25, 2023

If you have a disability and need accommodations, please call the Clerk of the Legislature's office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

RESOLUTION NO. _____ **6/27/23** **HR Amend Comp Plan – Legal Group rev 3**

Amending the Cayuga County Compensation Plan for Non-Bargaining - Legal Group

BY: Mr. Hans Pecher, Chairman Ways and Means

WHEREAS, the Cayuga County Legislature has heretofore adopted a Compensation Plan for all its employees, consisting of Part I for employees who are members of a collective bargaining unit, Part II for part-time employees, Part III for elected and term appointees, and Part IV for managerial employees, both full-time and part-time; and,

WHEREAS, after conducting an extensive study of Part IV of the Compensation Plan, the Cayuga County Legislature adopted an Amended Compensation Plan pursuant to Resolution 241-21, to establish grade levels for non-bargaining positions and setting certain hiring pay bands for new employees, and thereafter adopted Resolution No 376-21 which among other matters, amended the Cayuga County Compensation Plan for Non-Bargaining employees and adopted a Policy For Setting and Updating Hiring Ranges (Bands) For FT Part IV Non-Bargaining Employees; and,

WHEREAS, the Legislature finds that it is in the County’s interest to further amend Part IV of the Compensation Plan to maintain the hiring pay bands in a manner that will ensure the Compensation Plan remains reasonably competitive; and,

WHEREAS, District Attorney Office and Department of Social Services continue to experience difficulty in recruiting and retaining qualified employees due to the competitiveness of the job market; and,

WHEREAS, the Human Resources Administrator was directed to conduct a market review of comparable counties hiring bands for the Legal Group, prior to the market review for non-bargaining managerial positions in 2024, and to recommend to the Legislature such amendments to the Compensation Plan as may be appropriate at the time; and,

WHEREAS, the Legislature has reviewed such recommendations and amendments to the Compensation Plan, including the recommendation to adjust the Legal Group by separating the Legal Group legal staff by Department due to the nature of the work, duties, roles, and responsibilities of each attorney title within the specific Department, and due to the results of the salary survey analysis and the retention difficulties; and,

WHEREAS, in addition, the Legislature finds and determines that it is in the interests of the County to adjust the Compensation Plan for the Legal Group to address the difficulty in recruiting and retaining qualified candidates; now therefore it is hereby

RESOLVED, a hiring band will be established for the County Attorney Office, District Attorney Office, Department of Social Services, and Assigned Counsel/Indigent Defendants Department; and be it further

RESOLVED, that the Cayuga County Legislature amends the Cayuga County Compensation hiring bands for Part IV Legal Group by adopting the attached hiring band scales; and be it further

RESOLVED, that the Human Resources Administrator is hereby authorized and directed to utilize the new hiring bands together with the previously adopted Compensation Guidelines, and Resolutions 241-21, 376-21 in consultation with department heads, for determining the appropriate salaries for all attorneys hired on or after the date of adoption of this Resolution; and be it further

RESOLVED, that except as specifically amended by the document attached hereto, the Compensation Plan for Cayuga County, and the **Policy For Setting And Updating Hiring Ranges (Bands) For FT Part IV Non-Bargaining Employees**” remains in all other respects in full force and effect; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Legal Group Hiring Band Amended 6-21-23

County Attorney Salary Scale

Assistant County Attorney	Grade 1	\$74,864 - \$95,000
Assistant County Attorney 2	Grade 2	\$80,000 - \$101,000
Sr. Assistant County Attorney	Grade 3	\$88,000 - \$109,000
Chief Assistant County Attorney	Grade 4	\$96,000 - \$121,000

District Attorney Salary Scale

Assistant District Attorney	Grade 1	\$78,846 - \$98,000
Assistant District Attorney 2	Grade 2	\$85,740 - \$105,500
Sr. Assistant District Attorney	Grade 3	\$94,250 - \$113,750
Deputy Chief Assistant District Attorney	Grade 4	\$98,700 - \$119,550
Chief Assistant District Attorney	Grade 5	\$112,505 - \$133,000

Indigent Defendants

Supervising Attorney	Grade 3	\$94,250 - \$113,750
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Department of Social Services

Social Services Attorney	Grade 1	\$74,864 - \$95,000
Social Services Attorney 2	Grade 2	\$80,000 - \$101,000
Supervising Social Services Attorney	Grade 3	\$88,000 - \$109,000

RESOLUTION NO. _____

06/27/23

SHR Fill SPO Vacancy

Authorize the Sheriff to fill one (1) vacant Special Patrol Officer (SPO) position in the Moravia School District and adjust the hourly rate.

By: Mark Strong, Chair, Judicial & Public Safety Committee
Hans Pecher, Chair, Ways & Means Committee

WHEREAS, a vacancy in the Cayuga County Sheriff's Office's Special Patrol Division exists within the Moravia School District due to a resignation; and

WHEREAS, the services provided by the position of the SPO are critical for maintaining the safety of those in the Moravia School District; and

WHEREAS, this position is fully funded by the Moravia School District; and

WHEREAS, this position is currently designated in the 2023 Cayuga County Sheriff's Full Time Salaries Operating budget line – Salaries Full Time (A31101 51001); now therefore be it

RESOLVED, that the Sheriff be hereby authorized and directed to fill one full time SPO position within the Moravia School District; and be it further

RESOLVED, the hourly rate for this position will be raised by \$1.00 / hour with an adjustment to \$30.00 / hour and updated in Part II of the Cayuga County Compensation Plan for 2023 and be it further

RESOLVED, that this position be filled in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga.

RESOLVED, that the Authorization to Fill is valid through December 31, 2023 pursuant to Resolution No. 307-20; and be it further

RESOLVED, that the Cayuga County Finance Director be authorized to make the journal and accounting entries appropriate and necessary to implement this resolution

Diann Ferris

From: noreply@cayugacounty.us
Sent: Monday, June 26, 2023 1:18 PM
To: Civil Service; Rachel Reis; Denise Prieto
Subject: Online Form Submittal: New Position Duties Statement (NPDS) Short Form

New Position Duties Statement (NPDS) Short Form

Title of Position	Special Patrol Officer
Number of Positions Requested	1
Jurisdiction	Cayuga County
Cayuga County Department	Sheriff
Labor Grade and Job Code	NA

I hereby certify that the job description for the title listed above is an exact match to the duties, responsibilities, knowledge, skills, abilities, and minimum qualifications required of the position as it exists in my organization today and is shown on the attached job specification. Therefore, I respectfully submit this proposal, certify that no further classification study needs to be done, and request that this classification be approved.

Name of Authorized Appointing Authority (Department or Agency Head)	Brian P. Schenck
Title of Authorized Appointing Authority (Department or Agency Head)	Sheriff
Date	6/26/2023
Attestation	I have been directed to submit on behalf of an authorized department or agency head
Name of Person Submitting on Behalf of Authorized Department or Agency Head	Lisa Schiminske

Title of Person Submitting Confidential Secretary to the Sheriff
on Behalf of Authorized
Department or Agency
Head

Email not displaying correctly? [View it in your browser.](#)

Approved 6-26-23

Diann Ferris

Diann Ferris
Human Resources Administrator

RESOLUTION NO. _____

6/27/23

LEG Appts June 2023

Authorizing appointments to the various Boards and Agencies

BY: Cayuga County Legislature

WHEREAS, the Legislature is authorized under various state statutes, county laws, and other authorities to appoint members to various committees, board, agencies, and other organizations; and

WHEREAS, the Legislature has completed due diligence in consideration of the hereinafter listed person(s); now, therefore be it

RESOLVED, following person(s) are hereby appointed to the corresponding positions for the term(s) listed:

and be it further

RESOLVED, this resolution shall take effect immediately.

Cayuga Lake Watershed Intermunicipal Organization (CWIO)

Aileen McNabb-Coleman, 160 Genesee St., 6th Floor, Auburn, NY 13021, term - 6/27/23 until resigned (Representative)

Michele Wunderlich, 160 Genesee St., Auburn, NY 13021, term - 6/27/23 until resigned (Alternate Member)

Persons with Developmental Disabilities Sub-Committee (PWDD)

Elizabeth Signorelli, 6175 Court St, Cayuga, NY 13034, Term – 1/1/23 to 12/31/26

Cayuga County Fire Advisory Board

William Whittaker, 519 Indian Cove, PO Box 109, Moravia, NY 13118, Term – 1/1/23 to 12/31/23

Dan Baldwin, 3331 Baldwin Rd, Cato, NY 13033, Term – 1/1/23 to 12/31/23

David James, 2687 Bell St., PO Box 749, Weedsport, NY 13166, Term 1/1/23 to 12/31/23

Larry Dygert, 10484 Jordan Rd., PO Box 279, Jordan, NY 13080, Term – 1/1/23 to 12/31/23

Douglas LaFave, 1179 Genoa Locke Townline Rd, Locke, NY 13092, Term – 1/1/23 to 12/31/23

George Seemann Jr., 3359 White Rd, Moravia, NY 13118, Term – 1/1/23 to 12/31/23

Sean Toole, F22 Southfield Apts, Auburn, NY 13021, Term – 1/1/23 to 12/31/23

Cayuga County Water Quality Management Agency (WQMA)

Keith Batman, 369 Keese Rd., Moravia, NY 13118, 6-1-23, term – serves until the member resigns or is replaced

Cayuga County Development Corporation (CCDC)

Kim Emperato, 17 Fairway Dr., Auburn, NY 13021, term – 6-1-23 to 3-31-26, replaces Grant Kyle

RESOLUTION NO. _____

6/27/23

LEG Auth CCPUSA-ACADIA GRANT APPL

Resolution authorizing the Cayuga County Public Utility Services Agency (CCPUSA) and Acadia Energy Corporation to collaborate on preparing and submitting applications for grant funding to fund engineering and pre-development work for renewable energy projects on real property owned by Cayuga County

By: Cayuga County Legislature

WHEREAS, the Cayuga County Public Utilities Services Agency (CCPUSA) and Acadia Energy Corporation, a New York Corporation (ACADIA) executed a Master Development Agreement on December 14, 2022, that established an agreement between CCPUSA and ACADIA to explore opportunities to develop Energy Based Systems that could be located on real property owned by Cayuga County (PROJECTS); and

WHEREAS, CCPUSA and ACADIA wish to work together to identify and secure state, federal, or other grant funding to fund the necessary engineering and pre-development work needed to advance potential PROJECTS on select real property owned by Cayuga County, therefore requiring county authorization for CCPUSA and ACADIA to prepare and submit such applications for grant funding as they may become available, by and on behalf of CCPUSA and/or ACADIA, at no cost to Cayuga County; and

WHEREAS, Cayuga County wishes to support the energy development work of the CCPUSA undertaken in collaboration with ACADIA under the CCPUSA-ACADIA December 14, 2022 Master Agreement; Now, Therefore Be It

RESOLVED, that the Cayuga County Legislature as follows:

1. the Cayuga County Legislature hereby authorizes the Cayuga County Public Utility Services Agency (CCPUSA) to work with ACADIA ENERGY CORPORATION to prepare and submit such grant applications for funding of the engineering and pre-development work necessary to advance Energy Based System Projects, located on real property owned by Cayuga County (PROJECT PRE-DEVELOPMENT WORK), provided that such application and PROJECT PRE-DEVELOPMENT WORK if awarded and funded does not incur any cost to Cayuga County or establish any obligation by Cayuga County for the sale, lease or transfer of any right, title or interest in Cayuga County real property; and
2. that the Cayuga County Legislature hereby authorizes the Chair to execute and deliver a Project Development Agreement to permit ACADIA and CCPUSA to enter upon certain County properties identified therein for the purpose of conducting test, evaluations, and studies to determine the feasibility of using such properties in the development of one or more PROJECTS and upon such forms as approved by the County Attorney; and
3. that the authorizations provided under this resolution sunset and terminate on December 31, 2024; and BE IT FURTHER

RESOLVED, that this resolution shall take effect immediately.