

**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024  
PERM. NO. : 086-24

INTRO. NO. : 4-1  
INTRO. DATE: 04/22/2024

INTRO. BY : K. Fitzpatrick                      SECONDED BY : W. Thew

**VOTE:**

ROLL CALL	<u>      </u>	YES	<u>      </u>	AMENDED	<u>      </u>	LOST	<u>      </u>
ADOPTED	<u>  X  </u>	NO	<u>      </u>	TABLED	<u>      </u>	W/DRWN	<u>      </u>
ACCLAMATION	<u>  X  </u>	ABSTN'D	<u>      </u>	POSTPONED	<u>      </u>		
		ABSENT	<u>      </u>	REF'D/COM	<u>      </u>		

**COMMITTEES:**

       Y:        N:        Y:        N:        Y:        N:       

**TITLE:            RECEIVING AND ACCEPTING THE APRIL 22, 2024 COMMUNICATIONS LOG AS  
                     PREPARED BY THE STEUBEN COUNTY MANAGER'S OFFICE.**

**BE IT RESOLVED**, that the following communications were received, accepted and filed by the County of Steuben, and referred to the appropriate Standing Committee and/or Department Head for information and/or action, to wit:

**March 15, 2024**

NYS Board on Electric Generation Siting and the Environment – Re: Notice of meeting on the Eight Point Wind, LLC (Case#16-F-0062) project. *Referred to: AIP Committee; and Marie Myers-Shearing, Planning Director.*

**March 22, 2024**

NYS Department of Public Service – Re: Notice of public hearings and requesting public comments on the Broadband Study and Mapping Project (Case#22-M-0313). *Referred to: AIP Committee; Marie Myers-Shearing, Planning Director; and Christopher Brewer, Deputy County Manager.*

**March 27, 2024**

U.S. House of Representatives, Nicholas Langworthy, 23rd District – Re: Notification of the acceptance of Community Project Funding (CPF) Requests for the Fiscal Year 2025 (FY 2025) through his office. *Referred to: AIP Committee; Public Safety & Corrections Committee; Marie Myers-Shearing, Planning Director; Sheriff Allard; Tim Marshall, Public Safety Director; and Chris Brewer, Deputy County Manager.*

**March 28, 2024**

NYS Board on Electric Generation Siting and the Environment – Re: Order approving the amendment, subject to conditions on the Eight Point Wind, LLC (Case#16-F-0062) project. *Referred to: AIP Committee; and Marie Myers-Shearing, Planning Director.*

**April 1, 2024**

Western Regional Off-Track Betting Corporation – Re: Check in the amount of \$875.00, which represents the February 2024 surcharge revenue payment for Steuben County. *Referred to: Administration Committee; Finance Committee; and Tammy Hurd-Harvey, Commissioner of Finance.*

**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024 INTRO. NO. : 5-2  
PERM. NO. : 087-24 INTRO. DATE: 04/22/2024

INTRO. BY : C. Ferratella SECONDED BY : F. Potter

**VOTE:**

ROLL CALL	<u>X</u>	YES	<u>7628</u>	AMENDED	<u>          </u>	LOST	<u>          </u>
ADOPTED	<u>X</u>	NO	<u>0</u>	TABLED	<u>          </u>	W/DRWN	<u>          </u>
ACCLAMATION	<u>          </u>	ABSTN'D	<u>0</u>	POSTPONED	<u>          </u>		
		ABSENT	<u>1730</u>	REF'D/COM	<u>          </u>		

**COMMITTEES:**

Admin. Y: 4 N: 0 Y:            N:            Y:            N:           

**TITLE: REQUESTING THE ADOPTION OF SENATE BILL NO. S.7071-A AND ASSEMBLY BILL NO. A.7280-A PLACING A CERTAIN "DEPUTY SHERIFF" IN THE 551(e) RETIREMENT PLAN.**

Pursuant to Retirement Law §551(e).

**WHEREAS**, on February 26, 2024, the Steuben County Legislature requested special legislation placing an individual titled as "Deputy Sheriff" into the correct retirement plan under §551(e) through the adoption of Resolution No. 035-24; and

**WHEREAS**, the Clerk of the Legislature was notified after said adoption that the State Bills for this legislation were amended to update the actuarial figures associated with this legislation, making it necessary to adopt another resolution utilizing the correct Bill numbers; and

**WHEREAS**, the Collective Bargaining Agreement anticipates enrollment under Retirement Law §551(e) for Deputy Sheriffs; and

**WHEREAS**, certain election periods have lapsed, and certain deputies cannot be afforded the opportunity to so enroll without special legislation; and

**WHEREAS**, through no fault of her own, Deputy Sheriff Erica M. McCoy failed to make timely application to participate in such optional twenty-five-year retirement plan; and

**WHEREAS**, Amended Senate Bill No. S.7071-A and Amended Assembly Bill No. A. 7280-A have been introduced authorizing the County of Steuben to offer the optional twenty-five year retirement plan under §551(e) of the Retirement and Social Security Law for this individual; and

**WHEREAS**, a necessity exists for the passage of such legislation by the New York State Legislature.

**NOW THEREFORE, BE IT**

**RESOLVED**, the Steuben County Legislature hereby requests the New York State Legislature adopt special Home Rule Legislation as presented in Senate Bill No. S.7071-A and Assembly Bill No. A. 7280-A to authorize the Steuben County Legislature to offer an optional twenty-five-year retirement plan under §551(e) of the Retirement and Social Security Law to Deputy Sheriff Erica M. McCoy; and be it further

**RESOLVED**, certified copies of this resolution shall be forwarded to Honorable Kathy Hochul, New York State Governor, New York State Capitol Building, Albany, NY 12224; Honorable Andrea Stewart-Cousins, Majority Leader, New York State Senate, 907 Legislative Office Building, Albany, NY 12247; Honorable Robert G. Ort, Minority Leader, New York State Senate, 315 Capitol Building, Albany, NY 12247; Honorable Carl

Heastie, Speaker, New York State Assembly, 932 Legislative Office Building, Albany, NY 12248; Honorable Crystal D. Peoples-Stokes, Majority Leader, New York State Assembly, 926 Legislative Office Building, Albany, NY 12248; Honorable William A. Barclay, Minority Leader, New York State Assembly, 933 Legislative Office Building, Albany, NY 12248; Honorable Thomas M. O'Mara, New York State Senator, 706 Legislative Office Building, Albany, NY 12247; Honorable Philip A. Palmesano, New York State Assemblyman, 448 Legislative Office Building, Albany, NY 12248; Honorable Joseph M. Giglio, New York State Assemblyman, 525 Legislative Office Building, Albany, NY 12248; and Honorable Marjorie Byrnes, New York State Assemblywoman, 723 Legislative Office Building, Albany, NY 12248.

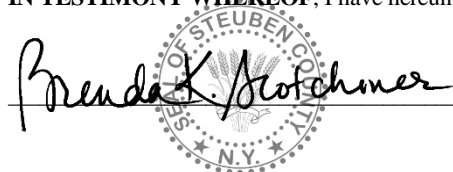
STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.

  
Brenda K. Stochmer



**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024  
PERM. NO. : 071-24

INTRO. NO. : 6-3  
INTRO. DATE: 04/22/2024

INTRO. BY : C. Ferratella                      SECONDED BY : F. Potter

**VOTE:**

ROLL CALL	<u>  X  </u>	YES	<u>  7628  </u>	AMENDED	<u>          </u>	LOST	<u>          </u>
ADOPTED	<u>  X  </u>	NO	<u>      0      </u>	TABLED	<u>          </u>	W/DRWN	<u>          </u>
ACCLAMATION	<u>          </u>	ABSTN'D	<u>      0      </u>	POSTPONED	<u>          </u>		
		ABSENT	<u>  1730  </u>	REF'D/COM	<u>          </u>		

**COMMITTEES:**

Admin.      Y:   4        N:   0                        Y:                 N:                 Y:                 N:           

**TITLE:            AUTHORIZING REVISIONS TO THE ADMINISTRATIVE CODE.**

**WHEREAS**, a comprehensive review of the Steuben County *Administrative Code* was conducted and resulted in several changes throughout the document; and

**WHEREAS**, the Administration Committee has approved the recommended changes as reflected in the attached Master Summary list.

**NOW THEREFORE BE IT**

**RESOLVED**, the Steuben County *Administrative Code* is hereby amended to include the recommended changes reflected in the Master Summary list; and be it further

**RESOLVED**, certified copies of this resolution shall be forwarded to all Department Heads and posted for access by all employees.



STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.

## **List of Proposed Changes to Administrative Code** (other than grammar, typos and page references)

Added New Part I: Administrative Code Defined and Amendments Thereto. (Attached)

### Positions and Vacancies.

- changes made to reflect changes to Rules of Procedure relative to Rule 16B becoming Rule 16C.
- E. Leave Time. 3. All leave must be reported through *properly approved leave requests entered in the timekeeping software system*. (removed: standardized leave slips)
- N. Vacant Positions – removed in its entirety as we no longer follow that process (due to change to Rule 16C)
- P. Upgradings – changes reflect changes to Rule 16C
- R. Timetable & Procedure for Reviewing Management Position Grade Levels – removed in its entirety; no longer followed due to new management salary schedule.

### Payroll Procedures.

- 1.a.iii. & iv. – changes reflecting leave time is now entered into the timekeeping system
- 1.b. (added) – In the event that errors are discovered within the timekeeping system subsequent to payroll processing for the pay period in error, the timekeeping system will be corrected by the departmental payroll clerk to reflect any adjustments made in subsequent pay checks.
- 3. Certification of Payrolls – added: Certification forms are collected and retained by the Personnel Office.

### Finances.

- A.2. Budget Transfers a. Transfers Approved by Department Heads Only. ii. Wages – added: and from 516xxx (Holiday Pay) to either 511xxx (Salaries & Wages) and 519000 (Wages Overtime)
- C. Auditing Procedures 2. Added: All packing slips, or invoices when a packing slip is not available, shall clearly show the date the item(s) or services were received and include the initials or signature of the receiving individual.

### Purchasing Policy.

- D. Purchasing Procedures. 3. Request for Quotation a. Changed: Telephone Quotations to “Informal Written Quotes via email” and b. Changed: Written Quotations to “Formal Written Quotations”
- G. Purchasing Procedure for Non-Bid Items. Moved entire section to D. Purchasing Procedures.
- Changed threshold for Purchasing of Non-Bid Items from \$0 - \$999.99 to \$0 - \$4,999.99 at discretion Department Head and Purchasing Director approval; \$5,000 - \$9,999.99 requiring written quotations and \$10,000 - \$19,999.99 requiring formal written quotations.
- F. Formal Bid Procedures 2. Requests for Bids and Proposals – Added: Authorization to go to bid or solicit requests for proposals for existing programs, contracts or to replace existing equipment does not require Standing Committee authorization. Only new programs, contracts or equipment require Standing Committee authorization prior to submitting it to the Purchasing Director.
- Added Purchasing Matrix for “Approvals Needed” and “Paperwork Needed” (Attached)
- N. Procurement Card Policy and Procedures – Definitions – Procurement cards – Added: Procurement cards are only to be issued to and used by County Officers and employees. Use of a County procurement card by any unauthorized person shall be reported to the County Manager and Commissioner of Finance. Use of a procurement card for any unauthorized purchase shall be reported to the County Manager and Commissioner of Finance.
- Under Procurement Card Program Administrator Responsibilities – Added: Report any unauthorized or improper use or purchase to the County Manager and the Commissioner of Finance.
- Under Procurement Card Restrictions – Improper Use – Added: Continual instances of improper use will result in revocation of the card.

### Capital Projects, Major Equipment; Small Equipment Purchases

- B. Major Equipment Purchase Policy/Procedure – Changed Items above \$3,000 to “Items above \$5,000”

### Contracts, Travel Policy, Travel Advances, Tuition Reimbursement

- Changed above title to: Contracts, Travel Policy, Training/Conference Attendance, Tuition Reimbursement

- 3. Contracts Not Funded – Occurring in Middle of Budget Year; cleaned up wording to clarify what requires a resolution under this section; Added section: h. If the contract is an intermunicipal agreement (“IMA”), whether budgeted or unbudgeted in that year or prior years, it must receive standing committee approval. If County funds are being expended, then Finance Committee approval is also required. All IMA’s require approval of the full Legislature every five (5) years pursuant to GML §119-o. ***Note: If the IMA is approved by the full Legislature for five (5) years but during those five (5) years, annual renewals are required, the appropriate Standing Committee has the authority to renew the extension during the overall five (5) year duration.***
- B. Travel Policy – Changed to: Travel, Training and Conference Policy;
- B.1. Gave Department Heads authority to approve non-overnight out of county travel up to \$250 provided there is funding in the budget.
- B.2. All overnight travel will be approved by the County Manager (removes need for Legislative Chair to sign travel requests)
- B.3. Includes a provision for online conferences, seminars or training (previously not defined).
- C. Travel Advances – section removed in its entirety; Travel advances haven’t been utilized since the introduction of procurement cards.

#### Resolutions, Annual Reports; Responses to Legislators’ Requests

- Resolutions 2. Resolution Request Initiative – Removed in its entirety reflecting the removal of same provision from Rules of Procedure several years ago.

#### Office Space Allocation

- Section removed in its entirety; no longer used.

#### Legislators Emails

- Removed: Recognizing the diversity and availability of internet access varies across the county, it may be necessary for Legislators to utilize a personal email account as well.
- Removed: In an event a Legislator selects a personal email account to use, the email should still be directed to the County email address. The County system will auto forward the message to the other account capturing same for archival purposes.
- Added: All emails related to County business are subject to disclosure under Freedom of Information Law.

#### Workplace Violence Prevention Policy

- Included an exception under prohibited activities as it relates to use, possession, sale or storage of a weapon if the weapon is required as a condition of county employment or when a police or peace officer is acting in the discharge of their official duties when authorized by the law.

#### Appendix of Forms

Forms changed and/or removed based on changes above:

- Capital Budget – Equipment List
- Conference/Training/Travel Request
- Meeting Expense Request Form
- Travel Reimbursement Form
- Vacancy Replacement Request
- Notice of Defect
- Steuben County Telephone Quotation Form (removed)
- Authorization of and Request for Travel Advance (removed)
- Acknowledgement of Receipt of Travel Advance (removed)

## **PART I: ADMINISTRATIVE CODE DEFINED AND AMENDMENTS THERETO.**

REQUIREMENT FOR FOLLOWING THE POLICIES CONTAINED WITHIN (FOREWORD); POLICY AMENDMENTS; PROCESS FOR AMENDMENTS.

### **A. FOREWORD**

The Administrative Code of the County of Steuben contains the internal operational processes and policies that are required to be followed by all County Departments. These policies were created in accordance with, and are reflective of, Steuben County Local Laws, New York State Laws and Federal Laws. It shall be the responsibility of each and every county employee, Department Head and Public Official to review, learn and follow these policies. Failure to follow these policies is a direct violation of Local, State and Federal Law and, in some instances, could subject violators to misdemeanor charges and/or fines and/or personal liability which may not be indemnified by Steuben County (*applicable instances denoted within said policies*).

### **B. POLICY AMENDMENTS**

Amendments to the Administrative Code shall be made from time to time to reflect the ordinary course of business for Steuben County Government. Approval requirements for the various types of amendments are as follows:

1. **Existing Policies** – Amendments to existing policies contained within the Administrative Code as of (*date of amendment*) fall under the jurisdiction of the Administration Committee of the Steuben County Legislature. This includes amendments that are required as a result of changes in Local, New York State or Federal Laws.
2. **Significant Changes to Existing Policies** – Any changes to existing policies that are extensive enough to significantly change the process of an internal operation of Steuben County Government shall be reviewed and approved by the Administration Committee and finally adopted by the County Legislature. **Exception** – Where the significant change to an existing policy is required in order to maintain compliance with changes in New York State or Federal Law, these changes shall be approved by the Administration Committee, with notification of said changes made to the County Legislature by the County Manager's Office.
3. **New Policies** – New policies to be included in the Administrative Code shall be reviewed and approved by the Administration Committee and finally adopted by the County Legislature. This includes new policies required as a result of changes in New York State or Federal Law.

### **C. PROCESS FOR REQUESTING AMENDMENTS**

Requests for changes to existing policies or inclusion of new policies in the Administrative Code shall be presented to the County Manager for review and approval. If the County Manager supports the change, the County Manager and the Department Head requesting the change will present the same to the Administration Committee and submit a resolution to the full Legislature for approval.

Notification of approved changes under this section shall be made to all county employees and officials by the County Manager's Office.

Type of purchase	Requisition	Purchase Order	Discretion of Purchasing Director	Informal Written Quote (minimum of three quotes)	Formal Written Quotation (Issued by Purchasing)	Bid	Request for Proposal
Goods or Services Purchase \$0 to \$500	X						
Goods or Services Purchase over \$500*		X					
Commodities, Equipment or Goods \$500 - \$4,999.99**		X					
Commodities, Equipment or Goods \$5,000 - \$9,999.99**		X		X			
Commodities, Equipment or Goods \$10,000 - \$19,999.99**		X			X		
Commodities, Equipment or Goods; Purchase Contracts \$20,000 or more		X				X	
Public Works Contracts (Services, Labor, or Construction) \$0 - \$9,999.99**		X	X				
Public Works Contracts (Services, Labor, or Construction) \$10,000 - \$34,999.99**		X			X		
Public Works Contracts (Services, Labor, or Construction) \$35,000 or more		X				X	
Professional Service \$0 - \$9,999.99		X	X				
Professional Service \$10,000 or more		X			X		
Professional Service where price shouldn't be the sole criteria for award		X					X

**MATRIX – PAPERWORK NEEDED**

\*Blanket purchase orders are used to reserve funds for recurring purchases of the same use or type of item from a single vendor, not to exceed six months or past the end of the current fiscal year

\*\*In determining the necessity for competitive bidding, the aggregate to be expended for an item or commodity to be purchased in a one (1) year period, commencing with the date of the initial purchase, must be considered.

**MATRIX – APPROVALS NEEDED**

Type of purchase	Department Head Only	Department Head & Purchasing Director	Purchasing Director & Standing Committee
Requisition for Goods or Services Purchase \$0 to \$500	X		
Purchase Order for Goods or Services Purchase over \$500*		X	
Informal Written Quote		X	
Formal Written Quote		X	
All Bid Awards, no matter the type or cost			X
All RFP Awards, no matter the type or cost			X

# **WORKPLACE VIOLENCE PREVENTION POLICY**

## **Purpose**

Steuben County is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, and clients. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on Steuben County property will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment.

Steuben County is committed to protecting all people from violence or the threat of violence against employees, customers, or vendors. Any County employee, customer, or vendor may not use violence or the threat of violence while performing work, conducting business, or visiting County premises. All employees will participate in the annual Workplace Violence Prevention Training Program.

## **Scope of Policy**

This Policy applies to all County employees and all personnel in a contractual or other business relationship with the County including, for example, applicants, temporary or leased employees, independent contractors, vendors, consultants, volunteers and visitors. Depending on the extent of the County's exercise of control, this Policy may be applied to the conduct of non-employees with respect to treatment of County employees in the workplace. This Policy applies with equal force on County property as it does at County-sponsored events, programs, and activities which take place off County premises.

**Policy Objectives** By adopting and publishing this Policy, it is the intention of the County to:

1. Provide safety education for employees so they know what conduct is not acceptable, what to do if they witness or are subjected to workplace violence, and how to protect themselves.
2. Inform employees about notification procedures established by the County which enable any employee who believes (s)he is the victim of workplace violence to submit a complaint which will be investigated by the County.
3. Secure the workplace with lighting, metal detectors, and alarm systems, where appropriate. Ensure appropriate access by the public through use of employee ID badges and guards.
4. Where applicable limit the amount of cash on hand.
5. Provide field staff with cell phones, require them to prepare a daily work plan, and inform a contact person of their location throughout the day. Keep employer-provided vehicles properly maintained.
6. Instruct employees not to enter any location where they feel unsafe.
7. Take threats seriously. Respond to reports by individuals. Call 911 where there is threat of bodily harm.

## **Definitions**

1. Crime of Violence or Violence: Includes any degree of murder, voluntary manslaughter, aggravated rape, rape, mayhem, especially aggravated robbery, robbery, burglary, aggravated assault, assault, physical or verbal threats and battery.
2. Weapon: Includes an explosive or an explosive weapon, a machine gun, a short-barrel rifle or shotgun, a handgun, a firearm silencer, a switchblade knife or any other type of knife, or knuckles, or any other implement for infliction of bodily injury, serious bodily injury or death that has no common lawful purpose.
3. Bullying: Workplace bullying is the repeated less favorable treatment of a person by another or others, which may be considered unreasonable and inappropriate workplace practice. Workplace bullying is behavior that can intimidate, offend, degrade or humiliate an employee.
4. Work Site: Includes all County property, owned or operated by the County or in a County vehicle.
5. Reporting: An employee who witnesses an incident of violence or threatening language or conduct must promptly report the incident to his or her supervisor or the Risk Manager.
6. Discipline: An employee who violates this Policy by engaging in violent conduct or bringing a weapon into the workplace may be subject to discipline, up to and including reprimand, fine, suspension, demotion or termination.

## **Policy**

Steuben County has a strong commitment to its employees to provide a safe, healthy and secure work environment. The County expects employees to maintain a high level of productivity and efficiency. The threat of violence, occurrence of violence and the presence of weapons in the workplace during work hours or otherwise are inconsistent with these objectives. The County expects all employees to report to the work site without possessing weapons and to perform their job without violence toward any other individual. Likewise, employees will perform their job without being subject to workplace violence.

### **Examples of Prohibited Activities**

Steuben County specifically prohibits the following and will routinely discipline an employee, up to and including termination for any of the following:

1. Use, possession, or sale of any weapon, unless required as a condition of your County employment. This shall not apply to police or peace officers, charged with the execution of the laws of the state, when acting in the discharge of their official duties if authorized by the law.
2. Storing any weapon in a desk, locker, vehicles, lunch box, tool kit, bag, purse, or any other method of concealing on the work site or other County location, unless required as a condition of your County employment.
3. Refusing to submit to an inspection for the presence of a weapon, when requested by County.
4. Refusing to sign a statement to comply with the County's Policy on Workplace Violence.
5. Refusing to participate in an investigation pertaining to allegations or suspicion that violence has or is likely to occur, or an investigation pertaining to the carrying of a weapon by the employee or a co-employee.
6. Verbal or physical threats, threatening gestures or statements.
7. Fighting
8. Bullying

### **Examples of Protected Activity**

Includes but may not be limited to:

1. Complained/reported a problem with discrimination, including sexual harassment and all other categories (race and national origin, age, gender, pregnancy, disability, and religion)
2. Complained/reported safety issues
3. Requested accommodations of a disability
4. Filed workers compensation claim
5. Served as a witness at an unemployment hearing
6. Were a whistleblower
7. Refused to violate the law or a code of ethics
8. Sued the County under certain laws such as the discrimination laws, whistleblower laws and benefit-related laws
9. Any good faith communication that discloses or demonstrates an intention to disclose information that may evidence either 1) an improper governmental activity or 2) any condition that may significantly threaten the health or safety of employees or the public if the disclosure or intention to disclose was made for the purpose of remedying that condition.

### **Procedures**

Note that the confidentiality of the employee making the good faith disclosure will be maintained, unless it becomes necessary to disclose the identity to conduct a thorough investigation, to comply with the laws and to provide the accused individual(s) their legal rights of defense. All reports of illegal and dishonest activities should be promptly submitted to the supervisor, department head, elected official or Personnel Department. At any time before the complaint is fully resolved, the complainant may submit a request to the responsible supervisor, department head, elected official, the Risk Manager or the Personnel department to take interim actions to protect the complainant against any adverse action. The Department in which the employee is working, the Risk Manager or the Personnel Department is responsible for investigating and coordinating any Corrective action.

### **EFFECTIVE DATE AND POLICY DISSEMINATION**

The effective date of this Policy shall be January 1, 2011. Steuben County shall ensure that this Policy is adequately disseminated and made available to all employees of the County. In addition, copies of this Policy and Complaint Form shall be maintained in the Administrative Code and employee Bulletin Board, found on the intranet.

### **PROHIBITION AGAINST RETALIATION**

Retaliation is strictly prohibited as put forth in the Non-Retaliation Policy of Steuben County. Complaints of retaliation should be brought directly to a supervisor, the Risk Manager or the Personnel Department.



## 2024 Tip Fee Changes

<b>Tip Fee Increases</b>	<b>Current</b>	<b>2024</b>
Garbage Bath Landfill	<i>\$44.00</i>	\$ 48.00
Mixed MSW Trailer	<i>\$35.00</i>	\$ 35.00
Construction Debris	<i>\$47.00</i>	\$ 55.00
Stabilized Sewage Sludge	<i>\$38.00</i>	\$ 55.00
Un-stabilized Sewage Sludge	<i>\$55.00</i>	\$ 70.00
Industrial Sludge	<i>\$47.00</i>	\$ 55.00
Industrial Waste	<i>\$47.00</i>	\$ 55.00
BUD - Soil	<i>\$25.00</i>	\$ 28.00
BUD-Fired	<i>\$25.00</i>	\$ 28.00
BUD - Cullet	<i>\$25.00</i>	\$ 28.00
BUD-Processed C&D	<i>\$25.00</i>	\$ 28.00
Transfer Station Garbage	<i>\$59.00</i>	\$ 65.00
Transfer Station Construction Debris	<i>\$65.00</i>	\$ 70.00
Bags	<i>\$3.00</i>	\$ 4.00
Minimum Fee Weighed Loads	<i>\$15.00</i>	\$ 20.00

<b>Special Fees</b>	<b>Current</b>	<b>2024</b>
Box Spring (Piece Count)	<i>\$10.00</i>	\$ 15.00
Mattress (Piece Count)	<i>\$10.00</i>	\$ 15.00
Couch (Piece Count)	<i>\$10.00</i>	\$ 15.00
Freon	<i>\$12.00</i>	\$ 15.00
Dig Out Fee	<i>\$25.00</i>	\$ 50.00
Certified Scale Weight	<i>\$5.00</i>	\$ 10.00
Radiation Surcharge	<i>\$0.00</i>	\$ 500.00







**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024  
PERM. NO. : 092-24

INTRO. NO. : 11-8  
INTRO. DATE: 04-22-24

INTRO. BY : F. Potter / S. Van Etten      SECONDED BY : W. Thew

**VOTE:**

ROLL CALL	<u>  X  </u>	YES	<u>  7628  </u>	AMENDED	<u>          </u>	LOST	<u>          </u>
ADOPTED	<u>  X  </u>	NO	<u>      0      </u>	TABLED	<u>          </u>	W/DRWN	<u>          </u>
ACCLAMATION	<u>          </u>	ABSTN'D	<u>      0      </u>	POSTPONED	<u>          </u>		
		ABSENT	<u>  1730  </u>	REF'D/COM	<u>          </u>		

**COMMITTEES:**

P. W.      Y:   4      N:   0      Finance    Y:   4      N:   0        Y:               N:           

**TITLE:      APPROVING AN AMENDMENT TO THE ROAD USE AND REPAIR AGREEMENT FOR THE EIGHT POINT WIND PROJECT.**

**WHEREAS**, by Resolution, 143-21 of July 26, 2021, this Legislature authorized the Commissioner of Public Works to enter into a Road Use Agreement with Eight Point Wind, LLC; and

**WHEREAS**, the County and Eight Point Wind, LLC executed the same on or about September 21, 2021; and

**WHEREAS**, an amendment to the September 21, 2021 agreement was issued on or about March 24, 2022; and

**WHEREAS**, to complete the project an additional amendment to the Road Use Agreement is necessary to necessitate the Roads to be returned to their original state.

**NOW THEREFORE, BE IT**

**RESOLVED**, the Commissioner of Public Works is hereby authorized to execute a second amended Road Use and Repair Agreement relative to the Eight Point Wind Project with Eight Point Wind, LLC; and be it further

**RESOLVED**, a certified copy of this resolution shall be forwarded to the Commissioner of Public Works and the Commissioner of Finance.

STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.


**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024 INTRO. NO. : 12-9  
 PERM. NO. : 093-24 INTRO. DATE: 04/22/2024

INTRO. BY : C. Ferratella / S. Van Etten SECONDED BY : J. Kuhl

**VOTE:**

ROLL CALL	<u>X</u>	YES	<u>7628</u>	AMENDED	<u>          </u>	LOST	<u>          </u>
ADOPTED	<u>X</u>	NO	<u>0</u>	TABLED	<u>          </u>	W/DRWN	<u>          </u>
ACCLAMATION	<u>          </u>	ABSTN'D	<u>0</u>	POSTPONED	<u>          </u>		
		ABSENT	<u>1730</u>	REF'D/COM	<u>          </u>		

**COMMITTEES:**

HSH&E Y: 4 N: 0 Finance Y: 5 N: 0 Y:            N:           

**TITLE: ACCEPTING THE SOLUTIONS TO END HOMELESSNESS PROGRAM (STEHP) FUNDING.**

**WHEREAS**, the New York State Office of Temporary & Disability Assistance has awarded Legal Assistance of Western New York Federal STEHP Grant monies; and

**WHEREAS**, Legal Assistance of Western New York desires to contract with the Steuben County Department of Social Services to expend the STEHP funding; and

**WHEREAS**, through STEHP, HUD has allocated funds for rapid re-housing and eviction prevention activities; and

**WHEREAS**, Steuben County has previously operated a STEHP program; and

**WHEREAS**, these funds must be fully expended by September 30, 2024; and

**WHEREAS**, the Department of Social Services has identified a member of the Continuum of Care (501 COC) as a Partner to provide the following services: Arbor Development for issuance of security deposits, rental arrears, rent support, including 7% administrative fees; and

**WHEREAS**, utility deposits and utility arrears will be paid through the Department of Social Services.

**NOW THEREFORE, BE IT**

**RESOLVED**, that effective with the adoption of this resolution, the Commissioner of Finance is hereby authorized and directed to accept \$214,000 in STEHP funding and appropriate these funds into the 2024 Department of Social Service's Budget as follows:

**Expenditures:**

607000 543367 Assistance Payments \$ 214,000.00

**Revenues:**

607000 446101 Federal STEHP funding \$214,000.00;

**AND BE IT FURTHER RESOLVED**, the Department of Social Services is authorized to enter into a contract with Arbor Development for an amount not to exceed \$207,000.00 and the remaining \$7,000.00 of funds will be utilized to support utility payments and arrears; and be it further

**RESOLVED**, certified copies of this Resolution shall be forwarded to the Commissioner of Finance, Commissioner of Social Services, and the County Manager.

STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.


**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024  
PERM. NO. : 094-24

INTRO. NO. : 13-10  
INTRO. DATE: 04/22/2024

INTRO. BY : F. Potter / C. Ferratella      SECONDED BY : J. Horton

**VOTE:**

ROLL CALL	<u>  X  </u>	YES	<u>  7628  </u>	AMENDED	<u>          </u>	LOST	<u>          </u>
ADOPTED	<u>  X  </u>	NO	<u>      0      </u>	TABLED	<u>          </u>	W/DRWN	<u>          </u>
ACCLAMATION	<u>          </u>	ABSTN'D	<u>      0      </u>	POSTPONED	<u>          </u>		
		ABSENT	<u>  1730  </u>	REF'D/COM	<u>          </u>		

**COMMITTEES:**

P. W.      Y:   4      N:   0      Admin.    Y:   4      N:   0        Y:               N:           

**TITLE:      AUTHORIZING THE RECLASSIFICATION OF ONE CURRENTLY FILLED  
AUTOMOTIVE MECHANIC, CSEA GRADE I TO LANDFILL AUTOMOTIVE  
MECHANIC SUPERVISOR, CSEA GRADE J, WITHIN THE DEPARTMENT OF  
PUBLIC WORKS.**

Pursuant to Section 204 of the County Law of the State of New York.

**WHEREAS**, there is a need for a Landfill Automotive Mechanic Supervisor position in the Department of Public Works; and

**WHEREAS**, the Personnel Officer, Public Works Committee, and Administration Committee have reviewed said position within the Department of Public Works and have approved the recommended change.

**NOW THEREFORE, BE IT**

**RESOLVED**, effective with the adoption of this resolution, the following position in the Department of Public Works is hereby reclassified as follows:

One (1) Currently Filled Automotive Mechanic, CSEA Grade I (\$41,369 - \$61,194), to  
One (1) Landfill Automotive Mechanic Supervisor, CSEA Grade J, (\$43,437 - \$64,253); and be it further

**RESOLVED**, the 2024 County Job Classification and Salary Schedule is hereby amended to reflect the above stated change, and be it further

**RESOLVED**, certified copies of this resolution shall be forwarded to the Commissioner of Public Works, the Personnel Officer and the Commissioner of Finance.



STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.

**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024  
PERM. NO. : 095-24

INTRO. NO. : 14-11  
INTRO. DATE: 04/22/2024

INTRO. BY : C. Ferratella                      SECONDED BY : J. Tobia

**VOTE:**

ROLL CALL	<u>  X  </u>	YES	<u>  7628  </u>	AMENDED	<u>          </u>	LOST	<u>          </u>
ADOPTED	<u>  X  </u>	NO	<u>      0      </u>	TABLED	<u>          </u>	W/DRWN	<u>          </u>
ACCLAMATION	<u>          </u>	ABSTN'D	<u>      0      </u>	POSTPONED	<u>          </u>		
		ABSENT	<u>  1730  </u>	REF'D/COM	<u>          </u>		

**COMMITTEES:**

HSH&E    Y:   4      N:   0      Admin.    Y:   4      N:   0                        Y:               N:           

**TITLE:            AUTHORIZING THE RECLASSIFICATION OF ONE SPECIALIST, SERVICES FOR THE AGING, CSEA GRADE J TO SENIOR CASEWORKER, CSEA GRADE K, WITHIN THE OFFICE FOR THE AGING.**

Pursuant to Section 204 of the County Law of the State of New York.

**WHEREAS**, there is a need for a Senior Caseworker who provides professional supervisory work involving the determination and recommendation of the need for service, and the formulation and carrying out of plans to meet the individual problems of cases assigned; and

**WHEREAS**, the Personnel Officer, Human Services, Health & Education Committee and Administration Committee have reviewed said position within the Office for the Aging and have approved the recommended change.

**NOW THEREFORE, BE IT**

**RESOLVED**, effective with the adoption of this resolution, the following position in the Office for the Aging is hereby reclassified as follows:

One (1) Specialist, Services for the Aging, CSEA Grade J (\$43,437 - \$64,253), to  
One (1) Senior Caseworker, CSEA Grade K, (\$45,609 - \$67,466); and be it further

**RESOLVED**, the 2024 County Job Classification and Salary Schedule is hereby amended to reflect the above stated change; and be it further

**RESOLVED**, certified copies of this resolution shall be forwarded to the Director of the Office for the Aging, the Personnel Officer and the Commissioner of Finance.



STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.

**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024  
PERM. NO. : 096-24

INTRO. NO. : 15-12  
INTRO. DATE: 04/22/2024

INTRO. BY : C. Ferratella                      SECONDED BY : J. Tobia

**VOTE:**

ROLL CALL	<u>  X  </u>	YES	<u>  7628  </u>	AMENDED	<u>          </u>	LOST	<u>          </u>
ADOPTED	<u>  X  </u>	NO	<u>      0  </u>	TABLED	<u>          </u>	W/DRWN	<u>          </u>
ACCLAMATION	<u>          </u>	ABSTN'D	<u>      0  </u>	POSTPONED	<u>          </u>		
		ABSENT	<u>  1730  </u>	REF'D/COM	<u>          </u>		

**COMMITTEES:**

HSH&E    Y:   4      N:   0      Admin.    Y:   4      N:   0                        Y:               N:           

**TITLE:            AUTHORIZING THE RECLASSIFICATION OF ONE SOCIAL WELFARE EXAMINER, CSEA GRADE F TO PRINCIPAL SOCIAL WELFARE EXAMINER, CSEA GRADE N, WITHIN THE DEPARTMENT OF SOCIAL SERVICES.**

Pursuant to Section 204 of the County Law of the State of New York.

**WHEREAS**, there is a need for a Principal Social Welfare Examiner who may supervise either a group of examiners and senior examiners or a unit or a section responsible for determining financial eligibility for the various programs administered by the local social services district, or the validation section; and does related work as required; and

**WHEREAS**, the Personnel Officer, Human Services, Health & Education and Administration Committee have reviewed said position within the Department of Social Services and have approved the recommended change.

**NOW THEREFORE, BE IT**

**RESOLVED**, effective with the adoption of this resolution, the following position in the Department of Social Services is hereby reclassified as follows:

One (1) Social Welfare Examiner, CSEA Grade F (\$35,736 - \$52,861), to  
One (1) Principal Social Welfare Examiner, CSEA Grade N, (\$52,798 - \$78,100); and be it further

**RESOLVED**, the 2024 County Job Classification and Salary Schedule is hereby amended to reflect the above stated change, and be it further

**RESOLVED**, certified copies of this resolution shall be forwarded to the Commissioner of Social Services, the Personnel Officer and the Commissioner of Finance.

STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.


**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024 INTRO. NO. : 16-13  
 PERM. NO. : 097-24 INTRO. DATE: 04/22/2024  
 INTRO. BY : F. Potter / C. Ferratella SECONDED BY : N. Pelham

**VOTE:**

ROLL CALL	<u> X </u>	YES	<u> 7628 </u>	AMENDED	<u> </u>	LOST	<u> </u>
ADOPTED	<u> X </u>	NO	<u> 0 </u>	TABLED	<u> </u>	W/DRWN	<u> </u>
ACCLAMATION	<u> </u>	ABSTN'D	<u> 0 </u>	POSTPONED	<u> </u>		
		ABSENT	<u> 1730 </u>	REF'D/COM	<u> </u>		

**COMMITTEES:**

P. W. Y:  4  N:  0  Admin. Y:  4  N:  0  Y:   N:

**TITLE: AUTHORIZING THE CREATION OF ONE SAFETY & TRAINING SPECIALIST POSITION, CSEA GRADE J WITHIN THE DEPARTMENT OF PUBLIC WORKS.**

**WHEREAS**, the Department of Public Works is in need of a Safety & Training Specialist to meet the needs of the department; and

**WHEREAS**, pursuant to Rule 16C(4) of the *Rules of Procedure* of the County Legislature approval has been granted by the appropriate Standing Committee and the Administration Committee for the new position not presently funded in the budget.

**NOW THEREFORE, BE IT**

**RESOLVED**, the following position is hereby created for the denoted department:

<u>Department/Position</u>	<u>Quantity</u>	<u>Grade</u>	<u>Salary</u>
<u>Public Works</u> Safety & Training Specialist Full-Time	1	J	\$43,437 - \$64,253 (CSEA)

**AND BE IT FURTHER RESOLVED**, certified copies of this resolution shall be forwarded to the Commissioner of Public Works, the Personnel Officer and the Commissioner of Finance.

STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.


**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024 INTRO. NO. : 17-14  
 PERM. NO. : 098-24 INTRO. DATE: 04/22/2024  
 INTRO. BY : C. Ferratella SECONDED BY : K. Hanna

**VOTE:**

ROLL CALL	<u> X </u>	YES	<u> 7628 </u>	AMENDED	<u> </u>	LOST	<u> </u>
ADOPTED	<u> X </u>	NO	<u> 0 </u>	TABLED	<u> </u>	W/DRWN	<u> </u>
ACCLAMATION	<u> </u>	ABSTN'D	<u> 0 </u>	POSTPONED	<u> </u>		
		ABSENT	<u> 1730 </u>	REF'D/COM	<u> </u>		

**COMMITTEES:**

HSH&E Y:  4  N:  0  Admin. Y:  4  N:  0  Y:   N:

**TITLE: AUTHORIZING THE CREATION OF ONE PRINCIPAL CLERK, CSEA GRADE H, WITHIN THE OFFICE FOR THE AGING.**

**WHEREAS**, the Office for the Aging is in need of a Principal Clerk to meet the needs of the department; and

**WHEREAS**, pursuant to Rule 16C(4) of the *Rules of Procedure* of the County Legislature, approval has been granted by the appropriate Standing Committee and the Administration Committee for the new position not presently funded in the budget.

**NOW THEREFORE, BE IT**

**RESOLVED**, the following position is hereby created for the denoted department:

<u>Department/Position</u>	<u>Quantity</u>	<u>Grade</u>	<u>Salary</u>
<u>Office for the Aging</u> Principal Clerk	1	H	\$39,399 - \$58,280 (CSEA)

**AND BE IT FURTHER RESOLVED**, certified copies of this resolution shall be forwarded to the Director of the Office for the Aging, the Personnel Officer and the Commissioner of Finance.

STATE OF NEW YORK)  
 ss.:  
 COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.


**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024 INTRO. NO. : 18-15  
PERM. NO. : 099-24 INTRO. DATE: 04/22/2024

INTRO. BY : K. Fitzpatrick SECONDED BY : W. Lozo

**VOTE:**

ROLL CALL	<u>      </u>	YES	<u>      </u>	AMENDED	<u>      </u>	LOST	<u>      </u>
ADOPTED	<u>  X  </u>	NO	<u>      </u>	TABLED	<u>      </u>	W/DRWN	<u>      </u>
ACCLAMATION	<u>  X  </u>	ABSTN'D	<u>      </u>	POSTPONED	<u>      </u>		
		ABSENT	<u>      </u>	REF'D/COM	<u>      </u>		

**COMMITTEES:**

       Y:        N:        Y:        N:        Y:        N:       

**TITLE: AMENDING RESOLUTION NO. 060-24, CONFIRMING THE APPOINTMENT OF MEMBERS TO THE STEUBEN COUNTY FIRE ADVISORY BOARD.**

Pursuant to Section 12.20 of the Steuben County Charter and Section 225-a of the County Law of the State of New York.

**WHEREAS**, the two-year term was incorrectly stated on Resolution No. 060-24, adopted February 26, 2024.

**NOW THEREFORE BE IT**

**RESOLVED**, the following persons are hereby appointed members of the Steuben County Fire Advisory Board for a corrected term of two (2) years, commencing January 1, 2023 and ending December 31, 2024:

**LEGISLATIVE MEMBERS**

1. Wendy Lozo, 3882, CR 2, Addison, NY 14801

**NON-LEGISLATIVE MEMBERS**

2. John Ford, 58 Maple Street, Addison, NY 14801
3. Frank Brzozowski, 108 Broadway, Hornell, NY 14843
4. William Todd Hall, 226 Main Street, Painted Post, NY 14870
5. Rob Patrick, 6364 Hughes Road, Canisteo, NY 14823
6. David M. Sereno, 4691 Colvin Hill Road, Woodhull, NY 14898
7. Brad Davies, 1 Civic Center Plaza, Corning, NY 14830
8. Douglas Heinemann, 8425 Jacobs Ladder Road, Avoca, NY 14809
9. Brian McCarthy, 3824 West Hill Road, Painted Post, NY 14870
10. William Waggoner, PO Box 243, Cohocton, NY 14826
11. Evan Brown, DFC, 5 Swan Lane, Painted Post, NY 14870
12. Ken LeCrone, PO Box 87, Troupsburg, NY 14885
13. Larry Day, 9623 County Route 87, Hammondsport, NY 14840
14. Dan Hulbert, 8813 State Route 36, Arkport, NY 14807
15. William Fries, Chief DFC, 7344 Fish Hatchery Road, Bath, NY 14810
16. Donald Fredericy, DFC, 27 East Avenue, Wayland, NY 14572
17. Michael Wilson, DFC, 307 Grand Street, Hornell, NY 14843
18. Timothy Martin, DFC, 6300 CR 100, Addison, NY 14801
19. Ben Joseph, PO Box 365, Prattsburgh, NY 14873
20. James Webster, Bath VA, 76 Veterans Avenue, Bath, NY 14810
21. Jeffrey O'Neil, 307 Granger Road, Wayland, NY 14572

**EX-OFFICIO MEMBERS**

22. Timothy D. Marshall, Director, Department of Public Safety, Bath, NY 14810
23. Kenneth Forenz, Deputy Director, Emergency Services, Bath, NY 14810
24. Ed Fitzpatrick, Fire Service Aide, Emergency Management Office, Bath, NY 14810
25. Nicholas Snyder, Deputy Director, E-911, Bath, NY 14810

**BE IT FURTHER RESOLVED**, members shall serve without compensation except for necessary expenses upon presentation of receipts, related to the fulfillment of their duties on the Fire Advisory Board; and be it further

**RESOLVED**, certified copies of this resolution shall be forwarded to the above-named appointees, the County Auditor and the Steuben County Emergency Management Office.

STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.


**RESOLUTION  
STEUBEN COUNTY LEGISLATURE  
BATH, NEW YORK**

DATE APPROVED : 04/22/2024  
PERM. NO. : 100-24

INTRO. NO. : 19-16  
INTRO. DATE: 04/22/2024

INTRO. BY : F. Potter / S. Van Etten      SECONDED BY : N. Pelham

**VOTE:**

ROLL CALL	<u>  X  </u>	YES	<u>  8271  </u>	AMENDED	<u>          </u>	LOST	<u>          </u>
ADOPTED	<u>  X  </u>	NO	<u>      0  </u>	TABLED	<u>          </u>	W/DRWN	<u>          </u>
ACCLAMATION	<u>          </u>	ABSTN'D	<u>      0  </u>	POSTPONED	<u>          </u>		
		ABSENT	<u>  1087  </u>	REF'D/COM	<u>          </u>		

**COMMITTEES:**

Public Works    Y:   4      N:   0      Finance    Y:   4      N:   0      Y:               N:           

**TITLE:      AUTHORIZING A TRANSFER TO THE 10-WHEEL PLOW/DUMP TRUCK CAPITAL PROJECT.**

**WHEREAS**, the Public Works Department has a need to purchase ten-wheelers and tri-axles, with plows, prior to the implementation of the recently adopted regulations; and

**WHEREAS**, the procurement of these types of trucks are necessary now due to high demand and the regulations being implemented beginning with model year 2026 ; and

**WHEREAS**, the Public Works Committee and Finance Committee approved this purchase and budget transfer on April 22<sup>nd</sup>, 2024.

**NOW THEREFORE, BE IT**

**RESOLVED**, the Commissioner of Finance is hereby authorized to appropriate General Fund Unassigned Fund Balance to the "Equipment 10-Wheel Trucks" Capital Project (5130-6253) in the amount of \$3,700,000; and be it further

**RESOLVED**, the Commissioner of Public Works is hereby authorized to execute all documents needed for the purchase; and be it further

**RESOLVED**, a certified copy of this resolution shall be forwarded to the Commissioner of Public Works and the Commissioner of Finance.

STATE OF NEW YORK)

ss.:

COUNTY OF STEUBEN)

I, the undersigned, Clerk of the Steuben County Legislature, **DO HEREBY CERTIFY**, that the foregoing is a copy of a resolution duly adopted by said County Legislature while in session in the Legislative Chambers in the Village of Bath, New York, April 22, 2024; that it is a correct transcript therefrom and of the whole of said original.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and the seal of the said County Legislature at Bath, New York, April 22, 2024.

