



ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, September 2, 2025

10:30 a.m.

AGENDA

APPROVAL OF MINUTES

FINANCIAL

- YTD Budget Report attached

OLD BUSINESS

- See August minutes
- New ePollbook Laptops - state certified; Robis visit

NEW BUSINESS

- Ballot Certification; NYSBOE September 10, TCBOE September 11
- Ballot Creation
- Statewide Proposal
- Absentee and Early Vote by Mail ballots go out; Military/UOCAVA deadline September 19, regular ballots the following week.
- Conference Update

PERSONNEL

- Summer election inspector training UPDATE
 - 125 appointed, 58 signed up; 3 classes remain

RESOLUTIONS / PROCLAMATIONS – NONE

Board of Elections

1062 State Route 38 P.O. Box 306 Owego, NY 13827

Democratic Commissioner James C. E. Wahls
Democratic Deputy Commissioner Amber Duke
☎ www.TiogaCountyNY.gov

☎ 607 687 8261

Republican Commissioner Kelly A. Johnson
Republican Deputy Commissioner James Hoover
✉ VoteTioga@tiogacountyny.gov



ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, August 5, 2025

10:30 a.m.

MINUTES

ATTENDANCE

Present: Legislators Ron Ciotoli, Tracy Monell, Bill Standinger. Commissioners James Wahls and Kelly Johnson. Absent: Legislator Jake Brown. Guests: Legislative Chair Martha Sauerbrey, Legislative Clerk Cathy Haskell, County Administrator Jackson Bailey, and Chief Accountant Laura Schurter.

APPROVAL OF MINUTES

Motion by Legislator Monell, seconded by Legislator Standinger. All in favor. Carried.

FINANCIAL

2026 Budget Proposal was presented. Legislators had no questions or concerns. YTD Budget Report was presented. Commissioner Wahls reported that a claim was submitted for Ballot by Mail Grant expenses from the 2025 Primary Election.

OLD BUSINESS

See July minutes.

NEW BUSINESS

National Poll Worker Recruitment Day is August 12. The BOE is doing well for recruitment this year and openings for training classes are now limited, so BOE may not actively engage in recruitment efforts that day.

Staff are scheduled to attend the mandatory active shooter training being held on August 18th.

Both Commissioners and Deputy Commissioner Amber Duke will be attending the NYS Election Commissioners' Assn. summer conference in Lake Placid from August 26-29.

PERSONNEL

For election inspector training in 2025, 59 have so far been certified and appointed, and there are 119 currently signed up for training.

RESOLUTIONS / PROCLAMATIONS – None.

An executive session was held at 11:05 AM for matters related to employment of a particular person or persons.

The executive session was ended and the meeting adjourned at 11:15 AM.



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 08

ACCOUNTS FOR: A1450 Elections	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A1450 412910 Election Fees	-4,000	0	-4,000	-6,061.11	.00	2,061.11	151.5%
A1450 510010 Full Time	216,018	0	216,018	130,769.34	.00	85,248.66	60.5%
A1450 510020 Part Time/Temporar	255,433	0	255,433	85,017.50	.00	170,415.62	33.3%
A1450 510030 Overtime Pay Only	11,000	0	11,000	4,083.32	.00	6,916.68	37.1%
A1450 520090 Computer	2,000	0	2,000	.00	.00	2,000.00	.0%
A1450 520130 Equipment (Not Car	5,000	-104	4,896	.00	.00	4,896.26	.0%
A1450 530551 Maintenance in Lie	27,223	0	27,223	10,854.76	.00	16,368.24	39.9%
A1450 540010 Advertising	2,500	1,000	3,500	1,629.02	.00	1,870.98	46.5%
A1450 540140 Contracting Servic	0	550	550	280.75	13.00	256.25	53.4%
A1450 540320 Leased/Service Equ	5,000	0	5,000	917.76	.00	4,082.24	18.4%
A1450 540390 Mileage Expense	600	0	600	158.77	.00	441.23	26.5%
A1450 540420 Office Supplies	3,000	0	3,000	234.45	.00	2,765.55	7.8%
A1450 540480 Postage	15,000	0	15,000	8,304.88	.00	6,695.12	55.4%
A1450 540485 Printing/Paper	1,500	0	1,500	771.82	127.14	601.04	59.9%
A1450 540490 Election Expense	45,000	-1,550	43,450	10,041.86	4,464.74	28,943.40	33.4%
A1450 540550 Rent	3,000	0	3,000	1,000.00	.00	2,000.00	33.3%
A1450 540560 Repairs	500	0	500	124.89	.00	375.11	25.0%
A1450 540620 Software Expense	66,000	0	66,000	61,475.20	.00	4,524.80	93.1%
A1450 540733 Training/All Other	10,000	0	10,000	3,948.84	.00	6,051.16	39.5%
A1450 581088 State Retirement F	46,886	0	46,886	15,833.49	.00	31,052.51	33.8%
A1450 583088 Social Security Fr	26,154	0	26,154	14,300.15	.00	11,853.85	54.7%
A1450 584088 Workers Compensati	42,560	0	42,560	14,231.84	.00	28,328.16	33.4%
A1450 585588 Disability Insuran	272	0	272	152.08	.00	119.92	55.9%
A1450 586088 Health Insurance F	68,161	0	68,161	66,531.21	.00	1,629.79	97.6%
A1450 588988 Eap Fringe	128	0	128	187.54	.00	-59.54	146.5%*
TOTAL NO PROJECT	848,935	-104	848,831	424,788.36	4,604.88	419,438.14	50.6%
BBMG Ballot By Mail Grant							
A1450 439060 BBMG State Aid-Elec	0	-22,234	-22,234	-3,779.62	.00	-18,454.77	17.0%*
A1450 540480 BBMG Postage Ballot	0	485	485	.00	.00	485.32	.0%
A1450 540490 BBMG Election Expen	0	21,749	21,749	3,294.30	.00	18,454.77	15.1%
TOTAL Ballot By Mail Grant	0	0	0	-485.32	.00	485.32	100.0%
TOTAL Elections	848,935	-104	848,831	424,303.04	4,604.88	419,923.46	50.5%
TOTAL REVENUES	-4,000	-22,234	-26,234	-9,840.73	.00	-16,393.66	
TOTAL EXPENSES	852,935	22,131	875,066	434,143.77	4,604.88	436,317.12	



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2025 08

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	848,935	-104	848,831	424,303.04	4,604.88	419,923.46	50.5%
** END OF REPORT - Generated by wahls, James **							

Abstract of Proposal Number One, An Amendment

Amendment to Allow Olympic Sports Complex in Essex County on State Forest Preserve Land

The proposal amends the State Constitution. It permits new Nordic ski and biathlon trails in the forest preserve. Development there requires Constitutional permission. That is because the facility is in the Adirondack forest preserve. It is part of an Olympic Sports Complex in North Elba. North Elba is in Essex County, New York. The project touches up to 323 acres. The facility covers 1,039 acres. This use is offset. 2,500 new acres are added to the forest preserve. The New York Legislature must approve the offset. If not, the project will not happen.