



Tioga County Legislative Worksession Minutes **December 5, 2018 – 1:00 p.m.**

Legislators Present:

Legislator Hollenbeck
Legislator Mullen
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standinger
Legislator Weston

Legislators Absent:

Legislator Huttleston
Legislator Monell
Legislator Sullivan

Guests:

Cliff Balliet
Matt Freeze, Reporter, Morning Times

Staff Present:

County Attorney Peter DeWind
Legislative Clerk Maureen Dougherty
Deputy Legislative Clerk Cathy Haskell
Chief Accountant/Budget Officer Rita Hollenbeck
Personnel Officer Bethany O'Rourke
ED&P Director LeeAnn Tinney (*departed @ 1:40 p.m.*)
ED&P Deputy Director Teresa Saraceno (*departed @ 1:40 p.m.*)

Call Meeting to Order –

Chair Sauerbrey called the meeting to order at 1:00 p.m. in the Hubbard Auditorium for the Institute for Advancement Graduation ceremony.

Graduation ceremony concluded at 1:30 p.m. and the regular Legislative Worksession resumed in the Legislative Conference Room at 1:32 p.m.

Discussion of TCPDC Administrative Services Agreement:

ED&P Director Tinney distributed copies of the Administrative Services Agreement and two resolutions for Legislature consideration at the December 11, 2018 Legislature meeting.

ED&P Deputy Director Saraceno reported the two resolutions are as follows:

- **Resolution Authorizing Acceptance of the 2019/2020 Land Bank Community Revitalization Initiative (CRI) Program Grant of \$500,000 for the Office of the Tioga County Economic Development and Planning (TCED&P) and Authorizing an Agreement with the Tioga County Property Development Corporation (TCPDC) for 2019-2020.** Ms. Saraceno reported the Administrative Services Agreement between the County and the Tioga Property Development Corporation (Land Bank) would allow the continuance of ED&P to provide administration, office space and equipment to maintain the Land Bank's activities. Ms. Saraceno reported the administrative funding is \$65,065 over the two-year period.
- **Resolution Authorizing the Sale and Transfer of Properties from Tioga County to the Tioga County Property Development Corporation.** Ms. Saraceno reported this resolution identifies the twelve properties for transfer from the County to the Land Bank for \$1.00 each. Ms. Saraceno reported once TCPDC funding is in place, this transference can occur. Ms. Saraceno reported most likely property transference would occur in January 2019.

Legislator Mullen thanked everyone for getting out in front of this issue and stated this is an opportunity for a number of areas in the County to be cared for in the future. Legislator Mullen reported this would not have happened without the input and assistance of Tioga County ED&P. This is one factor of taking care of blight in the county and based on available properties this is primarily occurring in the Waverly and Owego area.

Legislator Weston inquired as to whether signage has been considered for the twelve properties for the purpose of public awareness and identification that the property is under the ownership of the Land Bank. Ms. Saraceno reported this has not been considered, however, would take the suggestion under advisement.

Legislator Roberts questioned the value of signage and labeling the properties. Legislator Weston reported signage might cause some public curiosity and possibly generate interest in the Land Bank.

Approval of Worksession Minutes – November 8, 2018:

Legislator Hollenbeck motioned to approve the November 8, 2018 Legislative Worksession minutes as written, seconded by Legislator Mullen with Legislators Hollenbeck, Mullen, Roberts, Sauerbrey, Standing, and Weston voting yes with Legislators Huttleston, Monell, and Sullivan being absent. Motion carried.

Action Items:

ACTION ITEMS FROM NOVEMBER 8, 2018:

ACTION ITEM #1– 11/818 – Fund Balance Plan –

As of January 2019, the Legislature will start the process of drafting a Fund Balance Plan. **This action item will be carried forward to the January 10, 2019 Legislative Worksession.**

Legislative Support – Legislative Clerk Dougherty:

Approval of Legislative Support Committee Minutes – November 8, 2018:

Legislator Standing motioned to approve the November 8, 2018 minutes as written, seconded by Legislator Hollenbeck with Legislators Hollenbeck, Mullen, Roberts, Sauerbrey,

Standinger, and Weston voting yes with Legislators Huttleston, Monell, and Sullivan being absent. Motion carried.

Legislative Clerk Dougherty reported the following:

- The December Legislative Meeting is Tuesday, December 11, 2018, at 6:00 p.m. in the Hubbard Auditorium. Finance/Legal Committee will meet at 4:30 p.m. in the Legislative Conference Room.
- Legislator Standinger will do the prayer and pledge and start the voting process at the December 11, 2018 Legislature meeting.
- Budget is tracking well.
- Attended a Leaders Meeting in November.

Recognition Resolution (1) –

- **Recognition Resolution Recognizing Richard Huttleston** – Chair Sauerbrey will read and present this resolution to Legislator Huttleston recognizing his 26 years of dedicated service to Tioga County.

Chair Sauerbrey reported Legislator Huttleston and his daughter were invited to attend. Chair Sauerbrey reported the County is purchasing a personalized gift to present to him and will be hosting a small reception in the Legislative Conference Room following the meeting.

Proclamation (1) –

- ✓ **Proclamation Recognizing Bill Kenville** – This proclamation will just be noted in the minutes of the December 11, 2018 Legislature meeting.

Resolutions: All resolutions for the December 11, 2018 Legislature meeting were reviewed with discussion on the following:

- **Appointment of Democratic Election Commissioner** – Chair Sauerbrey met with the Democratic Committee Chair and was assured that things will work smoothly. Appointment is for a two-year term.
- **2019 Staff Changes – Office of Emergency Services** – Legislators reported this resolution needs to be pulled, as it did not pass through the Public Safety Committee. Ms. Dougherty reported she was not aware that this resolution should not be included in the meeting packet.

Late-File Resolution: Ms. Dougherty reported she anticipates a late-file resolution from Mental Hygiene for appropriation of funds and budget modification. Legislator Standinger has been made aware and Director of Community Services Morgan will attend the Legal/Finance Committee next week to present and discuss.

First Special and Organizational Meeting 2019:

Ms. Dougherty reviewed the agenda and resolutions for the First Special and Organizational Meeting 2019 on January 2, 2019 at 9:00 a.m. in the Hubbard Auditorium.

- **Prayer & Pledge** – Legislator Sullivan will do the prayer, pledge, and start the voting process.
- **Legislator Swearing-In Process** – County Clerk Klett will attend to swear-in newly elected Legislator Balliet, as well as incumbent Legislators Monell, Mullen, Sauerbrey, and Sullivan for their new terms of office. In addition to the Legislators, Ms. Klett will also swear-in County Coroner Bennett, Republican Election Commissioner Toombs, and Democratic Election Commissioner Wahls.
- **Nominations and Swearing-In of Legislative Chair** – Nominations will be for a one-year term. Newly appointed Chair will give a brief speech following swearing-in process.

- **Nominations and Swearing-In of Two (2) Deputy Legislative Chairs** – Nominations will be for a one-year term.
- **Nominations and Swearing-In of County Attorney, Legislative Clerk, Budget Officer, and Public Defender** – Nominations will be for a three-year term.
- **Nominations for Public Information Officer** – Nominations will be for a one-year term.
- **Nominations for Republican Majority Leader** – Nominations will be for a one-year term.
- **Disclosures** – All Legislators will be required to express their disclosure, if applicable.
- **Resolutions** – Ms. Dougherty reviewed the nine standard resolutions and raised discussion on the following:
 - ✓ **Fix Dates and Times of Tioga County Legislative Meetings** - Ms. Dougherty reported this resolution represents the current schedule of four evening meetings and indicated today would be the day to discuss any potential changes. Legislator Hollenbeck reported, in addition to himself, Legislators Monell and Sullivan have previously expressed eliminating the evening meetings and make all daytime meetings, as the evening meetings are not well attended. With no other discussion or decision for changes, Ms. Dougherty will proceed with the resolution as written.
- **Legislature Picture** – A new picture will be taken due to newly elected Legislator Balliet and new terms for incumbent Legislators.

Looking ahead, Ms. Dougherty reported the entire Legislature would be up for re-election in 2021 due to the census requirements. Therefore, encouraged the Legislature to begin the process in 2020 to start looking at Legislative boundaries and reviewing staggered terms.

Other:

- **Building Space Request from CCE** – Ms. Sauerbrey reported Mr. Fagan and Ms. Spencer, Family Resource Center Coordinator, recently met with her regarding the possible utilization of the two small meeting rooms across from the SUNY Broome classrooms in the basement of 56 Main Street for the Family Resource Center. Chair Sauerbrey reported CCE receives funding through the State Office of Family and Children Services (OCFS) and this funding is being drastically reduced. Therefore, CCE will need to close their centers in Owego and Waverly due to inability to pay rent at each location. Chair Sauerbrey reported the program is primarily for parenting classes, therefore, both parents and children will be on the premises approximately 16 hours per week. Chair Sauerbrey reported Mr. Fagan is hoping to receive an answer from the Legislature by the first part of January 2019 at the latest.

County Attorney DeWind reported legally this is not an issue and the County will need to ensure that CCE's insurance covers all liability. Mr. DeWind further reported the agreement with CCE would need to be revised to include this space should the Legislature choose to grant their request.

Legislator Roberts inquired as to why the funding was reduced. Legislator Mullen reported this State agency is the same one funding Raise the Age, therefore, could be budget pressure with this new mandate.

Legislator Weston inquired as to whether their current rent includes utilities.

Due to the number of unanswered questions, Chair Sauerbrey reported Mr. Fagan should be invited to attend a future meeting for further discussion, however, most likely the 2nd Legislative Worksession this month will be cancelled.

Mr. DeWind suggested having Mr. Fagan and Ms. Spencer attend next week's Legal/Finance Committee. Legislators agreed to this suggestion and Legislator Roberts inquired as to whether Commissioner of Social Services Yetter should also be in attendance.

Mr. DeWind will contact Mr. Fagan, Ms. Spencer, and Mr. Yetter to invite them to attend next week's Legal/Finance Committee for further discussion.

Executive Session:

With no confidential topics of discussion, an Executive Session was not necessary.

Meeting adjourned at 2:24 p.m.

Next worksession scheduled for **Thursday, December 20, 2018 at 10:00 a.m.***

***Based on today's discussion, this worksession may be cancelled. Notification of cancellation will be sent if appropriate.**

Respectfully submitted by,

Cathy Haskell

Deputy Legislative Clerk