


<h1 style="font-size: 48px; margin: 0;">Agenda</h1> 	<h2 style="text-align: center; margin: 0;">TIOGA COUNTY LEGISLATURE</h2> <p style="text-align: right; margin: 0;">4/14/2020 12:00 PM EDWARD D. HUBBARD AUDITORIUM Ronald E. Dougherty County Office Building 56 Main Street Owego NY 13827</p>	
<p>Meeting called by:</p>	<p>Chair Martha Sauerbrey</p>	
<p>Type of meeting:</p>	<p>4th Regular via Zoom Phone Conference Dial: 1-646-558-8656 Meeting ID: 115 509 548 Password: 010867</p>	
<p>Attendees:</p>	<p>Legislator Balliet Legislator Hollenbeck Legislator Monell Legislator Mullen Legislator Roberts Legislator Sauerbrey Legislator Standinger Legislator Sullivan Legislator Weston</p>	
	<h3 style="margin: 0;">Agenda topics</h3>	
<p>Invocation Pledge of Allegiance Proclamations (1) Privilege of the Floor Approval of Minutes Petitions, Communications & Notices Appointments/Reappointments Reports Standing Committees</p>	<p>Legislator Roberts Legislator Roberts Child Abuse Prevention Month March 10th and 17th , 2020</p>	

<p>RESOLUTIONS:</p>	<ol style="list-style-type: none">1. Authorize the Submission of Homeland Security Grant Application (SHSP20) – Office of Emergency Services2. Award Salt Storage Building Replacement at DPW3. Modify 2020 Budget and Transfer Funds from Contingency for COVID-19 Expenses – Office of Emergency Services4. Authorization to Transfer Small Cities Community Block Grant Funds to Tioga County Industrial Development Agency5. Transfer of Funds – Social Services6. Amend Budget & Appropriate Funds – Public Health7. Authorize Appointment of Commissioner of Public Works Gary Hammond8. Authorize Appointment of Budget Officer (PT) – Legislative Office9. Authorize Position Reclassification – Sheriff's Office10. Authorize Increase of Hours and Change Job Type of Vacant Part-Time Public Health Nurse Position – Public Health
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CHILD ABUSE PREVENTION MONTH PROCLAMATION

WHEREAS: The Tioga County Department of Social Services received 1,257 reports of alleged abuse/neglect involving 2,770 children in 2019; and

WHEREAS: Child abuse is a community problem and finding solutions depends on the involvement among people throughout the community; and

WHEREAS: The effects of child abuse are felt by whole communities, and need to be addressed by the entire community; and

WHEREAS: Effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community; and

WHEREAS: Programs like Cornell Cooperative Extension, Lourdes PACT, Catholic Charities, Hillside's Regional Permanency Center, and Finger Lakes Parenting Network offer support and educational services to families so families can help their child achieve his/her full potential within the community; and

WHEREAS: All citizens should become more aware of the negative effects of child abuse and prevention activities within the community, and become involved in supporting parents and families so that children can live in safe, nurturing homes; now therefore

THE TIOGA COUNTY LEGISLATURE, does hereby proclaim April 2020 as

CHILD ABUSE PREVENTION MONTH

in Tioga County and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to ensure that all children are raised in safe, nurturing families, thereby strengthening the communities in which we live.

4

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -20 AUTHORIZE THE SUBMISSION OF
HOMELAND SECURITY GRANT
APPLICATION (SHSP20)
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Homeland Security has issued a grant of \$66,824 to the Tioga County Office of Emergency Services. 25% of the monies will be appropriated to the Sheriff's Office (\$16,706) and 75% to Emergency Management (\$50,118); and

WHEREAS: County Policy #47 requires that a resolution be approved before any such grant application is submitted; therefore be it

RESOLVED: That the Tioga County Emergency Management Office be authorized to apply for this grant application.

5

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -20 AWARD SALT STORAGE BUILDING
REPLACEMENT AT DPW

WHEREAS: The Commissioner of Public Works has budgeted for the replacement of the salt storage building at the DPW Facility; and

WHEREAS: The Commissioner of Public Works received sealed bids on March 13, 2020; and

WHEREAS: The bids were received as follows:

Eagle Associates of Cazenovia	\$ 96,890.00
Hybrid Building Solutions	\$162,211.00
Legacy Building Solutions	\$142,976.00
Bulk Storage Inc.	\$140,528.00

And;

WHEREAS: The Deputy Commissioner of Public Works reviewed the bids and determined that Eagle Associates of Cazenovia bid is acceptable; therefore be it

RESOLVED: That the Tioga County Legislature award the replacement of the Salt Storage Building to Eagle Associates of Cazenovia LLC, Cazenovia, NY not to exceed \$96,890.00 to be paid out of H1620.520994.BG002

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -20 MODIFY 2020 BUDGET AND
TRANSFER FUNDS FROM CONTINGENCY
FOR COVID19 EXPENSES
OFFICE OF EMERGENCY SERVICES

WHEREAS: Due to the costs associated with the unforeseen Coronavirus Outbreak in Tioga County, the Emergency Services A3640 account does not have sufficient funds in its 2020 budget for necessary supplies and equipment to ensure the safety of its first responders and community; and

WHEREAS: It will be necessary to replenish account A3640 with contingency money to purchase said supplies and equipment; therefore be it

RESOLVED: That the 2020 budget be modified and a transfer of funds be made as follows:

<u>FROM:</u>		
A1990.540715	Contingency	\$50,000
<u>TO:</u>		
A3640.540640.COVID19	Supplies not Office	\$35,000
H3640.520130.COVID19	Equipment (Not Car)	\$15,000

REFERRED TO: ED&P COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -20 AUTHORIZATION TO TRANSFER
SMALL CITIES COMMUNITY BLOCK
GRANT FUNDS TO TIOGA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY

WHEREAS: Resolution 77-95 authorized the establishment of a County revolving loan fund in order to stimulate and support small businesses, as well as entrepreneurial startups; and

WHEREAS: Tioga County has a sub-recipient agreement in place with the Tioga County Industrial Development Agency (TCIDA) for the purposes of administering said revolving loan fund; and

WHEREAS: The source of funds to establish the loan program was the US Department of Housing and Urban Development for Community Development Block Grant, Small Cities program; and

WHEREAS: The TCIDA has successfully administered the loan program on behalf of Tioga County since 1997; and

WHEREAS: As a result there are funds in excess of \$700,000 in the designated bank account held by Tioga County at Tioga State Bank in account #3603295; and

WHEREAS: Of the funds in the said account, \$475,000 have revolved through the original loan program; and

WHEREAS: The Tioga County Legislature is desirous of establishing a fund to assist the small businesses around the County who are negatively impacted by the COVID-19 pandemic; therefore be it

RESOLVED: That the Tioga County Legislature hereby designates the revolved HUD CDBG funds in the amount of \$475,000 to be transferred to the TCIDA, contingent upon concurrence by the US Department of Housing and Urban Development, to be used for the establishment of the COVID-19 Emergency Relief Loan Program; and be if further

RESOLVED: That the Tioga County Legislature authorizes the TCIDA to administer said program on behalf of the County as outlined in the COVID-19 Emergency Relief Loan Program Scope of Work.

8

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. - 20 TRANSFER OF FUNDS
SOCIAL SERVICES

WHEREAS: Resolution 78-20 re-established prior year funds in the amount of \$189,769 to account A6010.540487 Program Expense; and

WHEREAS: It was determined that the funds should have been re-established to A6123.540487 JD Program Expense; and

WHEREAS: Transfer of funds and budget modifications requires Legislative approval; therefore be it

RESOLVED: That funding be transferred as follows:

From: A6010.540487 Program Expense	\$ 189,769.00
To: A6123.540487 JD Program Expense	\$ 189,769.00

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -20 AMEND BUDGET & APPROPRIATE FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health has been awarded funding from NYSDOH; and

WHEREAS: The funding is specifically designated for Public Health efforts toward COVID-19 in Tioga County; and

WHEREAS: The budget accounts will utilize Munis project codes for county-wide reporting of COVID-19 expenses and revenues; and

WHEREAS: Amending of Budget and Appropriation of Funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A4011 434011-COV19 Public Health: State Aid/COVID19 \$ 95,373

To: A4011 540487-COV19 Public Health: Supplies/COVID19 \$ 95,373

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -20 AUTHORIZE APPOINTMENT OF
COMMISSIONER OF PUBLIC WORKS
GARY HAMMOND

WHEREAS: Gary Hammond served for one year as interim
Commissioner of Public Works; and

WHEREAS: Resolution 106-16 appointed Gary Hammond Commissioner
of Public Works for the balance of four-year term; and

WHEREAS: That term will expire on May 13, 2020; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the
appointment of Gary Hammond, Commissioner of Public Works for a
five-year term effective May 13, 2020 through May 12, 2025; and be it
further:

RESOLVED: That Mr. Hammond's salary for 2020 shall remain at his
current annual rate.

REFERRED TO: PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -20 AUTHORIZE APPOINTMENT OF
BUDGET OFFICER (PT)
LEGISLATIVE OFFICE

WHEREAS: Legislative approval is required for any appointment to a non-union position within Tioga County; and

WHEREAS: Due to retirement, the part-time position of Budget Officer within the Legislative Office has been vacant since February 1, 2020; and

WHEREAS: The Legislative Chair has conducted a recruitment search and has identified a desirable candidate; therefore be it

RESOLVED: That Jackson Bailey is appointed to the unclassified title of Budget Officer (PT), at an annual non-union salary of \$22,000 retroactive to April 13, 2020.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -20 AUTHORIZE POSITION RECLASSIFICATION
SHERIFF'S OFFICE

WHEREAS: Legislative approval is required for any position reclassification; and

WHEREAS: On February 13, 2020, the Personnel Department received a position description questionnaire from Kara Chiarello, Accounting Associate I, who works within the Sheriff's Office, Records Division; and

WHEREAS: A desk audit resulted and involved the review of work tasks performed by this employee and her co-workers within the Records Division; and

WHEREAS: The Personnel Officer has determined that the appropriate classification reflective of the work performed and responsibility assigned to Ms. Chiarello and subordinate staff within the Records Division is consistent with the Office Specialist series; therefore be it

RESOLVED: That Kara Chiarello's position, Accounting Associate I (CSEA SG IV, \$28,352), shall be reclassified to Office Specialist III (CSEA SG VII, \$36,622), appointed from an appropriate civil service eligible list, and receive an annual salary adjustment of \$8,270 effective retroactive to February 13, 2020; and be it further:

RESOLVED: That upon vacancy of the permanent positions titled Data Entry Machine Operator (CSEA SG IV, \$28,352) and Accounting Associate I (CSEA SG IV, \$28,352) within the Sheriff's Office Records Division, these positions shall both be reclassified to the title of Office Specialist II (CSEA SG IV, \$28,352) and filled from the appropriate civil service eligible list.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -20 AUTHORIZE INCREASE OF HOURS AND
CHANGE JOB TYPE OF VACANT PART-
TIME PUBLIC HEALTH NURSE POSITION
PUBLIC HEALTH DEPARTMENT

WHEREAS: Legislative approval is required for an increase in hours for a position from part-time to full-time thus causing a change in job type; and

WHEREAS: A part-time Public Health Nurse position has been vacant since February 18, 2020, within the Public Health Department; and

WHEREAS: Due to anticipated staff resignations over the next few months and current and future needs of the agency, the Public Health Director has a need to increase the current vacant part-time Public Health Nurse to full-time; and

WHEREAS: Public Health has the funds available in their 2020 budget due to position vacancies; therefore be it

RESOLVED: One vacant part-time Public Health Nurse position shall be increased to full-time hours at an annual salary of \$55,917 (CSEA SG XV) effective April 15, 2020 with permission to fill; and be it further

RESOLVED: That the Public Health Department's authorized part-time and full-time headcount figures shall be adjusted by one to reflect said change.