



Tioga County Worksession Minutes **February 5th, 2026 – 1:00 p.m.**

Legislators Present:

Legislator Aronstam
Legislator Brown
Legislator Bunce
Legislator Cantella
Legislator Ciotoli
Legislator Flesher
Chair/Legislator Monell
Legislator Rose
Legislator Standinger

Legislators Absent:

None.

Guests:

Matt Freeze, Reporter, Morning Times (*departed 2:03 p.m.*)

Staff present:

Peter DeWind, County Attorney
Cathy Haskell, Legislative Clerk
Jackson D. Bailey II, County Administrator
Linda Parke, Personnel Officer (*departed 2:03 p.m.*)
Breige Graven, Deputy Legislative Clerk (*departed at 2:03pm*)
Mickelle Andrews, DSS Director of Administrative Services (*Departed at 1:01pm*)

Call Meeting to Order: Chair Monell opened the meeting at 1:00 p.m.

Legislative Clerk Haskell reported DSS Director of Administrative Services Andrews is here today to discuss a resolution for the purchase of a copier at Social Services that was not available for this week's Health and Human Services and ITCS Committees. Per County policy, the department is represented today to answer any questions that may arise regarding the resolution. The Legislature had no issues with the resolution, and all were in favor of adding the resolution to the agenda for the February 10, 2026 Legislature meeting.

County Administrator Report: County Administrator Bailey reported the following:

DEPARTMENTAL MANAGEMENT & LABOR RELATIONS

COLLECTIVE BARGAINING:

County Administrator Bailey reported the collective bargaining negotiations for Tioga County Corrections Association, Inc. and Tioga County Law Enforcement Association, Inc. are both still ongoing. Mr. Bailey reported the current contract expired December 31, 2025. Two meetings have been scheduled to address the Law Enforcement Association (Road Patrol) negotiations.

DEPARTMENT HEAD EVALUATIONS: Mr. Bailey reported a six-month evaluation for the Chief Information Officer will need to be completed in March 2026.

POLICY REVIEW & IMPLEMENTATION:

Mr. Bailey reported he is still reviewing the Disciplinary Procedure Policy, Purchasing and Payment Policy, and Vehicle Procedures Policy related to assignment and use of County vehicles.

FINANCIAL MANAGEMENT & BUDGETING

BUDGET OFFICER: – County Administrator Bailey distributed and reviewed the following budget documents:

- **YTD County Budget Report:** Mr. Bailey reported this is a tentative report as of December 2025, as the Treasurer's Office is still doing their accrual process. For the Objects of Revenue, the revised budget is \$120,909,499 with actuals of \$112,552,166 leaving a remaining revised budget balance of \$8,357,333.

Mr. Bailey reported for the Objects of Expense, the revised budget is \$138,976,646 with total actuals expended of \$108,872,491 leaving a remaining available balance of \$30,104,155

Mr. Bailey reported the total applied fund balance at the beginning of the year was \$6,309,355 with budgetary amendments of \$11,757,792 resulting in a current applied fund balance of \$18,067,147.

- **YTD Budget Report for County Administrator Budget: A1230 –**
As of January 2026, Mr. Bailey reported the County Administrator's budget reflects 6% utilization with no concerns or challenges for 2026.
- **2026 Budget Status:** Mr. Bailey reported the 2026 budget has been soft posted, so Departments are able to invoice for January expenses.

For Objects of Revenue, Mr. Bailey reported the original budget of \$100,796,636 with modifications of \$3,683,361, leaving a revised budget of \$104,479,997 with actuals of \$4,050,155 and a remaining revised budget balance of \$100,429,84.

For the Objects of Expense, Mr. Bailey reported the original budget of \$109,596,570 with modifications of \$6,857,063, leaving a revised budget of \$116,453,633 with total actuals expended of \$6,508,860 and a remaining available balance of \$109,944,773.

Mr. Bailey reported the total applied fund balance at the beginning of the year was \$8,799,933 with budgetary amendments of \$3,173,702, resulting in a current applied fund balance of \$11,973,636. Mr. Bailey notes the Opioid Settlement Award Appropriations, ARPA Carry Forward, E911 Carry Forward of \$2,000,000.

- **HPCC Expenditure Report:** Mr. Bailey reported a High-Profile Criminal Case active in Tioga County. Mr. Bailey reported that in 2024 and 2025, the Legislature budgeted \$500,000.000 for any expenditure related to the HPCC in the A1340 line, with expenditures broken down by reported spending from individual departments within this allowance. It was reported that \$44,901.51 was expended in 2023. \$223,225.55 was expended in 2024 leaving a remaining balance of \$276,774.45 and \$178,068.02 was expended in 2025, leaving a remaining balance of 321,931.98. Mr. Bailey noted that there may be a couple of encumbrances that could pull some more money back to 2025, but this will be corrected once the remainder of the bills come in.

In anticipation of the trial ending, Mr. Bailey reported that the 2026 budget was reduced to \$250,000,000, with \$9,547.88 of that being used so far, yielding a remaining total balance of \$240,452.12.

Reporting Departments include District Attorney with Trial Costs, Assigned Counsel with Legal Fees, Indigent Legal Services with Legal Fees, ILS Hurrell-Haring Grant with Legal Fees, Probation-ATI with Electronic Monitoring and Jail (Sheriff) with Jail Medical costs. Mr. Bailey reported that the full budget of \$1,250,000.00 has been approved by Legislature with \$455,742.96 of said budgeted expended, leaving a remaining balance of \$794,257.04.

Chair Monell inquired as to how close the case is to finishing, to which County Attorney DeWind confirmed they will be closing soon.

Legislator Rose inquired as to what defines an HPCC. Mr. Bailey explained there are no certain parameters, it is a term we used for this specific case as multiple defendants were involved and it immediately gained national recognition. The Legislature was foreseeing significant expenditures related to the case and did not want the respective departmental budgets to be impacted.

Legislator Flesher asked if the HPCC budget line will be left open for a few years. Mr. Bailey responded that this is left up to the Legislatures' designation, noting appeals and discovery could continue to roll in for some years.

Legislator Aronstam inquired as to what happens to the remaining balance of the allotted budget for each year. Mr. Bailey explained that the budget is closed out at the end of the year, and any remaining expenditure is allocated back into the fund balance.

- **Update to the Southern Tier Foodbank Emergency Aid Spending:** Mr. Bailey reported that \$100,000.00 of emergency aid was given to the Southern Tier Foodbank in December 2025.

He reached out for a list of food pantries that have been given funding. Although staff at the Foodbank for the Southern Tier was unable to provide a specific list yet, they were able to report that funds have been distributed to 10 Tioga County agencies totaling to \$57,378.00 used to provide 53,876 pounds of groceries. Mr. Bailey will continue to update with the names of the agencies and their spending once he receives this information. Legislator Flesher inquired as to whether a press release explaining the allocation of this spending would be worthwhile. Mr. Bailey stated this would be a good idea with Chair Monell in agreement.

CAPITAL PROJECTS:

- **56 Main North Wing HVAC Upgrade** – Mr. Bailey reported that an email was received stating the delayed HVAC construction will recommence on Presidents Day, February 16th, 2026. ITCS will be displaced from their offices on this date until approximately March 16th, 2026, at which point the Treasurer's Office will be displaced so work can be done in their offices. Mr. Bailey reported that the project manager confirmed that most of the ductwork has been completed in the Personnel office, and that the rest of the project should continue smoothly as planned.
- **Radio Communications Tower Upgrade:** Mr. Bailey reported that during the weekly Motorola meeting, it was conveyed that NYSEG is to set to start work on the Waverly tower in the Spring. Work on the Apalachin tower is scheduled for next week, pending availability of a crane. Mr. Bailey reported that Motorola foresees landowners debating the placement of the electrical polls for this tower, which may require some legal assistance. Other updates include confirmation of work on the Roundtop Pennsylvania tower in the Spring, as well as NYSEG's approval of a new pole location for the Candor tower. Mr. Bailey reported that a consultant on the call indicated that utilities needed by NYSEG have been secured, allowing NYSEG to start connecting utilities to the shelter points and ultimately to the towers themselves. The last tower is set to stand next week, and Mr. Bailey will update on the exact date and time of the event.

GRANTS & SHARED SERVICES:

- **USDA FY26 Congressional Directed Spending Grant** – Mr. Bailey wrote an application for a USDA grant through Congressman Langworthy's office, and we were awarded \$1.5 million dollars with the intent to use towards the Radio Communication Tower Project. Mr. Bailey reported he has submitted the application.
- **NYS 250th Commemoration Commission Award** – Mr. Bailey reported he applied to and received the New York State Education Department for the 250th Commemoration Commission Award for \$15,000 to be used for historical initiatives regarding the 250th Commemoration of the United States of America. Mr. Bailey reported that in a meeting between local Historians of the county, it was discussed that it is likely some sort of publication, such as a brochure, will be made for every village and town, outlining the 250th progress for each respective area. Mr. Bailey will work with the Treasurer's office to come up with a mechanism to decide how the awarded funds will be distributed to ensure compliance with the program's intended use of said funds.

Mr. Bailey presented a flag gifted by NYSAC to commemorate the 250th Anniversary of Independence to the Legislature. All Legislators agreed that the flag should be given to the County Historian.

OPIOID SETTLEMENT FUNDS:

- **2026 RFP Awards/Opioid Advisory Committee** – Mr. Bailey reported he has drafted a Quarterly Opioid Settlement Grant Compliance Rubric with the interim Director of Community Services. The rubric is to be used by awardees to report quarterly and will allow them to indicate the funding type as restricted, unrestricted or both, as well as the award amount. It is to be submitted along with the Standard Quarterly Attachment Packet to the interim Director of Community Services where it will be scored and evaluated for compliance based on a set of criteria also outlined in the rubric. Mr. Bailey reports that such criteria include RFP alignment; Deliverables, Outputs and Outcomes; Financial Compliance & Allowable Use of Funds; Reporting, Data, and Records Readiness; Contract, Insurance, and Legal Compliance; and Risk Flags & Corrective Action. Mr. Bailey reported that after it is scored, it will be submitted to the Opioid Advisory Committee to keep in their records.

Legislator Rose looked to verify that the evaluations are all based on a quarterly report. Mr. Bailey confirmed that Legislator Rose is correct and that all the discussed information is laid out in the contract that the awardees will be signing.

ADMINISTRATION & COMMUNICATION

LEADERS MEETING:

Mr. Bailey reported the first quarterly Leaders Meetings with the Departments for 2026 was conducted on Tuesday, January 27 in the Hubbard Auditorium of the Ronald E. Dougherty County Office Building with a presentation from Attorney Roemer's office on Disciplinary Practices. Mr. Bailey reports he was not in attendance but was available on Teams and he was able to give a brief outline of the Attorney Roemer's presentation. The next meeting will be held on Tuesday April 28th, 2026, at 9:00am in the Health & Human Services Building. Mr. Bailey intends to reach out to someone in DSS to come discuss the work they do and how they impact the county.

STRATEGIC PLAN:

- **2026 Revision** – Mr. Bailey reported that he sent out the draft copy of the 2026 Strategic Plan to the Legislators for their review. Barring any further comments or concerns from the Board, he will send it to the department heads, who will in turn review and return to Mr. Bailey for the Legislators to finalize for publication.

MISCELLANEOUS:

- **Tioga County Chamber of Commerce/2026 Leadership Tioga** – Mr. Bailey reported that the first session is scheduled for February 11, 2026 at the County Office Building. Mr. Bailey will be facilitating this program for 2026. Mr. Bailey reported that registration for the session is currently full at fifteen (15) attendees.

Legislator Rose inquired as to who supports the cost of the session for employees. Mr. Bailey explained the respective departments are responsible for covering this fee.

- **The 2026 Economic Forecast** - Mr. Bailey reported that Legislative Clerk Haskell had sent out a notice about the 2026 Economic Forecast hosted by the Chamber of Commerce that will take place at Tioga Downs Casino February 19th at 2:00pm. Along with members of the Federal Reserve, Mr. Bailey will be in attendance to answer any questions.

Mr. Bailey asked the Legislators if they were interested in attending, to which Legislator Rose and Chair Monell replied they were interested.

Approval of Worksession Minutes: On motion of Legislator Brown, seconded by Legislator Flesher, the January 22nd, 2026, minutes were unanimously approved.

Action Items: Currently, there are no action items.

Legislative Support: Legislative Clerk Haskell presented the Legislative Support report and minutes are documented in a separate document that will be sent to the Legislators.

Resolutions: Ms. Haskell reviewed the agenda and resolutions for the February 10, 2026, Legislature meeting noting she is unaware of any late-file resolutions at this time.

Other: None

Executive Session: Legislators Aronstam, Brown, Bunce, Cantella, Ciotoli, Flesher, Monell, Rose, and Standinger were in attendance along with Legislative Clerk Haskell, County Administrator Bailey, and County Attorney DeWind. Motion by Legislator Flesher, seconded by Legislator Cantella, to move into Executive Session to discuss contract negotiations, and employment matter of a particular individual at 2:03 p.m. Motion carried.

Motion by Legislator Flesher, seconded by Legislator Brown to adjourn Executive Session at 2:13 p.m.

Meeting adjourned at 2:13 p.m.

Next Worksession is scheduled for Thursday, February 19th, 2026 at 10:00 a.m.

Respectfully submitted,

Breige Graven

Deputy Legislative Clerk