

Office of the Legislative Clerk

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



☎ 607 687 8240 📠 607 687 8232 🌐 www.TiogaCountyNY.gov

Cathy Haskell Legislative Clerk **Amy Eiklor** Deputy Legislative Clerk

Legislative Support Minutes

October 5, 2023

1:00 p.m.

ATTENDANCE

Legislators: Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Sauerbrey, Standinger, and Weston were present with Legislator Roberts being absent.

Staff: Legislative Clerk Haskell, Deputy Legislative Clerk Eiklor, County Attorney DeWind, Personnel Officer Parke, and Director of Community Services Morgan.

Guests: None

APPROVAL OF MINUTES

Legislator Mullen made the motion, seconded by Legislator Monell to approve the September 7, 2023 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2023 YTD Budget Report: The 2023 Legislative Office YTD Budget Report is included in today's committee agenda packet and was emailed to all Legislators prior to this meeting. To date, budget utilization is 65.8%, which continues to be slightly less than last year at this time. Legislative Clerk Haskell reported there is nothing significant of note.

County Auditor Accounts Payable Report: Legislative Clerk Haskell reported the following accounts payable report for the month of September and 3rd Quarter 2023:

Month/Quarter	AP Invoices	AP Total	P-Card Transactions	P-Card Total
September	632	\$1,944,056.46	174	\$40,801.97
3 rd Quarter	2,102	\$5,391,193.06	499	\$129,208.27

OLD BUSINESS

September 2023 Meetings:

Minutes were taken, typed, copied, indexed, and recorded for the Legislature and Journal of Proceedings for the following Legislature meeting in September 2023:

- Ninth Regular Meeting – September 12, 2023

The Legislative Clerk attended the following meetings/events in September 2023:

- Legislative Standing Committees – September 5 and 7, 2023
- Legislative Worksessions – September 7 and 21, 2023
- Finance, Legal & Safety Committee – September 12, 2023
- Ninth Regular Legislature Meeting – September 12, 2023

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- Employee Recognition Pin Ceremony (56 Main) – September 18, 2023
- Strategic Plan Meeting – September 19, 2023
- Leaders Meeting – September 26, 2023
- Employee Recognition Luncheon – September 28, 2023
- IT Steering Committee – September 28, 2023

Legislative Conference Room Chairs: Ms. Haskell inquired we have two different style chairs on loan from the vendor and inquired whether the Legislature was interested in proceeding with new chairs and, if so, their chair style preference. A decision was made to proceed with the purchase of (12) high back brown executive chairs. Ms. Haskell will contact Commissioner of Public Works Hammond to determine how he wishes to proceed budgetarily and then place the order with the vendor. The current chairs will be transferred to the Public Works Conference Room.

Local Law No. 3 of 2023: Ms. Haskell reported Local Law No. 3 of 2023 – Collection of a Hotel and Motel Tax in Tioga County was adopted on September 12, 2023 and mailed to all State entities. A legal notice regarding the adopted local law was published in the County’s designated newspapers. Ms. Haskell received acknowledgment of filing from the State that the local law was filed on September 15, 2023.

Local Law No. 4 of 2023: Ms. Haskell reported Local Law No. 4 of 2023 – Establish Position of County Administrator was adopted on September 12, 2023 and mailed to all State entities. A legal notice regarding the adopted local law was published in the County’s designated newspapers. As of this meeting, Ms. Haskell has not received acknowledgement of filing from the State.

NEW BUSINESS

Local Law Introductory No. E of 2023 – Sustainability Manager Pratt prepared this local law entitled Tioga County Mandatory Source Separation Law, which will repeal and replace Local Law No. 1 of 2020 entitled the same. The primary reason for the revision is to incorporate a waste hauler permitting process. Legislator Roberts will be asked to introduce the local law at the October 10, 2023 Legislature meeting. Ms. Haskell reported the following proposed timeline:

Date	Meeting	Action
October 10, 2023	Legislature Meeting	Legislator to introduce LL Introductory No. E of 2023 Adopt Resolution to Schedule Public Hearing
October 19, 2023	Worksession	Conduct Public Hearing at 10:00 a.m. in the Legislative Conference Room.
November 14, 2023	Legislature Meeting	Adopt LL No. 5 of 2023

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October 2023 Legislative Meeting:

- **Prayer, Pledge, Voting:** Legislator Mullen will lead us in the prayer, pledge and voting process at the October 10, 2023 Legislature meeting.
- **Recognition Resolution:** There is one (1) Recognition Resolution that will be read and presented by Legislator Ciotoli, Chair of Finance, Legal & Safety at the October 10, 2023 Legislature meeting. Ms. Carrigg will be in attendance and 1st Assistant County Attorney Van Wert and/or 2nd Assistant County Attorney Townsend will speak on behalf of this employee.

✓ **Recognizing Stephanie Carrigg's 35 Years of
Dedicated Service to Tioga County**

- **Proclamations (2):** There are two (2) proclamations that have been read/presented previously, therefore, will just be noted in the minutes of the October 10, 2023 Legislature meeting.

✓ **Lead Poisoning Prevention Week**
✓ **Green Light for Military Service County**

- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the October 10, 2023 Legislature meeting.

Ms. Haskell reported the following resolution was not ready in time to be presented at the Health & Human Services Committee this week but was presented at the Personnel Committee meeting just prior to this meeting with no objections. Ms. Haskell reported Ms. Morgan is in attendance to answer any questions that may arise. All Legislators in attendance were in favor of including this resolution in the October 10, 2023 Legislature meeting agenda for Legislature consideration.

**Reso J36 – Unfund (1) Full-time Vacant Clinical Social Worker and Create (1)
Full-time Mental Hygiene Compliance Officer – Mental Hygiene**

- **Late-File Resolutions:** Ms. Haskell reported she is unaware of any late-file resolutions at this time.

PERSONNEL

None

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RESOLUTIONS

Ms. Haskell presented three (3) resolutions for Legislature consideration:

- ✓ J01 – Set Public Hearing 2024 Budget
- ✓ J04 – Schedule Public Hearing Local Law Introductory No. E of 2023
- ✓ J37 – Resolution Supporting Senate Bill S.7645 that Repeals Certain Provisions of the Executive Law Establishing a Fee for Background Checks on Certain Firearm and Ammunition Purchases.

With no objections noted, the Legislators were in favor of moving all three (3) resolutions forward for Legislature consideration at the October 10, 2023 Legislature meeting.

EXECUTIVE SESSION

None

ADJOURNMENT

Meeting adjourned at 2:37 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk