

Office of the Legislative Clerk

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



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

Legislative Support Minutes

January 4, 2024

1:00 p.m.

ATTENDANCE

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

Staff: Legislative Clerk Haskell, County Attorney DeWind, Personnel Officer Parke, and ED&P Director Tinney.

Guests: None

APPROVAL OF MINUTES

Legislator Brown made the motion, seconded by Legislator Ciotoli to approve the December 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 mailed to all Legislators and posted on the County website prior to this meeting. Ms. Haskell reported 90.2% utilization, noting this continues to be slightly less than last year at this time. Ms. Haskell further noted she is still expecting some 2023 outstanding invoices, however, she has encumbered the funds in anticipation of receiving them in 2024. Therefore, overall budget utilization for 2023 is subject to change before the 2023 year is closed out in February/March.

County Auditor Accounts Payable Report: Legislative Clerk Haskell reported the following accounts payable report for the month of December 2023, Q42023, and year-end and noted this report is included in today's committee agenda packet:

Month/Quarter	AP Invoices	AP Total	P-Card Transactions	P-Card Total
December	748	\$2,530,439.20	174	\$56,937.92
4th Quarter	2,380	\$8,495,352.97	502	\$133,850.51
2023	9,020	\$26,350,151.19	1,955	\$530,081.54

OLD BUSINESS

December 2023 Meetings:

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

- Twelfth Regular Meeting – December 12, 2023

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

- Legislative Standing Committees – December 5 and 7, 2023
- Legislative Worksession – December 7, 2023
- Finance, Legal & Safety Committee – December 12, 2023
- Twelfth Regular Legislature Meeting – December 12, 2023
- Financial Meeting regarding High Profile Criminal Case – December 14, 2023

2023 Journal of Proceedings: Ms. Haskell reported she has compiled and completed the 2023 Journal of Proceedings pending the approval of the December 12, 2023 Legislative Meeting minutes. Upon approval at the January 9, 2024 Legislature meeting, Ms. Haskell will make arrangements for microfilming the records with the Director of Fixed Assets and Records Management.

Legislative Conference Room Chairs: Ms. Haskell reported the new chairs were delivered and the old chairs were transferred to Public Works on December 19, 2024. Public Works processed the invoice for payment for the January 4, 2024 AP check run. Ms. Haskell completed the paperwork for the transfer of the chairs to Public Works and inquired about fixed asset tags for the new chairs, however, was informed that we are no longer tagging chairs for fixed asset purposes as chairs are transferred frequently and it is difficult to track.

NEW BUSINESS

2024 IRS Mileage Rate: Ms. Haskell reported the IRS mileage rate has increased to .67 per mile effective January 1, 2024 and she sent a memo to Legislators, Department Heads, Administrative Assistants, and Procurement regarding this rate increase.

Even-Numbered Year Legislation: Ms. Haskell reported Governor Hochul signed this new legislation on December 23, 2023 for even-numbered elections that will impact certain elected officials. This new process will begin in 2025. Upon time of implementation, Ms. Haskell reported this will negate Local Law No. 1 of 2021 for staggered terms; a local law that we began in 1994 and have continued ever since. Currently, we are waiting for guidance from the State and/or NYSAC on how best to proceed. At present, Group Two (Legislators Flesher, Roberts, Standinger, and Weston) will run in the November 2024 election, and per our Local Law, would be for a 3-year term. With this new Legislation, this could be reduced to a two-year term.

County Attorney DeWind reported we will need to take a closer look at this, but for now There is some impact that if litigation moves forward, it might be useful to demonstrate the harm that we have based on the potential for reduction in terms.

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Chair Sauerbrey reported she is hoping NYSAC will give some guidance on this topic. It is important that we preserve Home Rule Authority.

2024 Legislator Fund: Ms. Haskell inquired if the Legislators were in favor of continuing this fund with new contributions for 2024. Ms. Haskell reported the fund was used three times in 2024. Legislators were in favor of continuing the fund.

January 2024 Legislative Meeting:

- **Prayer, Pledge, Voting:** Legislator Standinger will lead us in the prayer, pledge and voting process at the January 9, 2024 Legislature meeting.
- **Moment of Silence:** Legislator Mullen has requested a moment of silence for Peyton Shaw, Waverly Central School District student who passed away in an automobile accident on December 12, 2023.
- **Proclamations:** There are four proclamations for the January 9, 2024 Legislature meeting. Three of these resolutions will be read and presented and one will just be noted for the minutes as it has been read and presented in year's past.
 - ✓ **Recognizing the 2023 Waverly Central High School Football Team** – Legislator Mullen will read and present this proclamation. We are expecting coaches and five players to be in attendance to receive this proclamation.
 - ✓ **Recognizing the 2023 Tioga Central High School Football Team** – Legislator Monell will read and present this proclamation. We are expecting the Head Coach and two team captains to be in attendance to receive this proclamation.
 - ✓ **Recognizing Coach Nick Aiello, Tioga Central High School, on Being Selected as the 2023 Lou Rettino High School Coach of the Year** – Chair Sauerbrey will read and present this proclamation to Head Coach Nick Aiello.
 - ✓ **Human Trafficking Awareness Month** – This proclamation has been read and presented in year's past, therefore, will be noted in the minutes of the January 9, 2024 Legislature meeting.
- **Appointments:** Chair Sauerbrey will appoint Legislator Standinger to temporarily serve on the Personnel Legislative Standing Committee for 2024.
- **2024 Legislative Standing Committees:** Chair Sauerbrey will present the 2024 Legislative Standing Committees noting no changes from 2023.
- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the January 9, 2024 Legislature meeting.

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- **Late-File Resolutions:** Ms. Haskell reported she is expecting late-file resolutions from the Treasurer's Office and Board of Elections for the January 9, 2024 Legislature meeting.

PERSONNEL

None.

RESOLUTIONS

None.

OTHER

None

EXECUTIVE SESSION

None

ADJOURNMENT

Meeting adjourned at 2:29 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk