

First Special & Organizational Meeting
January 3, 2023

The First Special and Organizational Meeting of 2023 was called to order by the Legislative Clerk at 9:00 a.m.

The following County Legislators were present with DISTRICT 3 Legislator Barbara Roberts being absent:

DISTRICT 1
Ronald C. Ciotoli

DISTRICT 5
Dennis M. Mullen

DISTRICT 2
Martha C. Sauerbrey

DISTRICT 6
Dale N. Weston

DISTRICT 4
W. Jake Brown
S. Tracy Monell

DISTRICT 7
William Standinger III
VACANT

There were 11 people in attendance.

The Clerk asked Legislator Monell to have a moment of Prayer.
“Lord, we thank you for this day that we can come together and have a meeting about the dealings with Tioga County. We pray that you would give us all wisdom as we make decisions regarding the things that pertain to our citizenship. We pray that you would bless this meeting now and keep us all focused on what we need to do.”

Legislator Monell led all Legislators and those in attendance in the Pledge of Allegiance.

The Clerk welcomed and congratulated Republican Election Commissioner Layman and Democratic Election Commissioner Wahls on their newly appointed two-year term of office.

County Clerk Klett swore in the Board of Elections Commissioners on their new term of office.

The Clerk also acknowledged and congratulated Coroner Bennett on his newly elected four-year term of office for 2023. Coroner Bennett was unable to attend today’s meeting, however, made previous arrangements with County Clerk Klett and has been sworn-in for his new term.

The Clerk announced the first order of business for the Legislature was the election of Chair of the Legislature for 2023 for a one-year term. Legislator Standinger nominated Legislator Sauerbrey, seconded by Legislator Mullen. Legislator Monell moved to close the nominations, seconded by Legislator Mullen. On roll call vote, all members voted Aye, the Clerk cast one ballot, and Legislator Sauerbrey was appointed Chair of the Tioga County Legislature for a one-year term for 2023.

County Clerk Klett swore in Legislator Sauerbrey as Chair of the Tioga County Legislature for 2023.

Legislative Chair Sauerbrey spoke. "Thank you all for your support for this coming year and for the years I have served. I want to ensure you that I am going to keep working hard and stay dedicated to the task at hand. I will do my best to do a good job for all of you and to listen to you all of you. I am excited about 2023 because we have a couple of great projects coming forward. The first one is the security upgrade for 56 Main Street that we will continue working on and the other is the long-awaited interoperable radio communications project that is now underway and will be in fruition throughout this year. So, please pray that all those things work together as this is a huge project and it's a very much needed one for our County to keep us all safe. I look forward to continuing working with all of you and all the great things we are going to accomplish. Thank you, again."

Legislative Chair Sauerbrey presided over the remainder of the meeting.

The Legislative Chair announced the next order of business is the nomination for Deputy Chair for a one-year term. Legislator Ciotoli nominated Legislator Monell, seconded by Legislator Mullen. Legislator Mullen moved to close the nominations, seconded by Legislator Ciotoli. On roll call vote, all members voted Aye, the Legislative Chair cast one ballot, and Legislator Monell was appointed Deputy Chair of the Tioga County Legislature for a one-year term for 2023.

County Clerk Klett swore in Legislator Monell as Deputy Chair of the Tioga County Legislature for 2023.

The Legislative Chair called for nominations for Public Information Officer. Legislator Mullen nominated Legislative Chair Sauerbrey, seconded by Legislator Ciotoli. Legislator Mullen moved to close the nominations, seconded by Legislator Ciotoli. On roll call vote, all Legislators voted for Legislative Chair Sauerbrey to serve as Public Information Officer, the Chair cast one ballot, and Legislative Chair Sauerbrey was appointed Public Information Officer for a one-year term for 2023.

The Legislative Chair called for nominations for Republican Majority Leader. Legislator Mullen nominated Legislator Standing, seconded by Legislator Sauerbrey. Legislator Mullen moved to close the nominations, seconded by Legislator Sauerbrey. On roll call vote, all Legislators voted for Legislator Standing to serve as Republican Majority Leader, the Chair cast one ballot, and Legislator Standing was appointed Republican Majority Leader for a one-year term for 2023.

Chair Sauerbrey asked if there were any disclosures to be made.

Legislator Monell stated, "I have no disclosures."

Legislator Sauerbrey stated, "I have no disclosures."

Legislator Mullen stated, "I have no disclosures."

Legislator Standing stated, "I have no disclosures."

Legislator Weston stated, "I have no disclosures."

Legislator Brown stated, "My only disclosure is that I work at Lockheed Martin."

Legislator Ciotoli stated, "I have no disclosures."

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 1-23 TRIPS AUTHORIZED

RESOLVED: That the Chair and the Clerk of the County Legislature, the County Attorney, and County Legislators be, and they hereby are, authorized to make such trips as their duties may require and that their actual and necessary expenses for travel, meals and lodging incurred on such trips be a County charge.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Sauerbrey, Standing, Weston, Brown, and Ciotoli

No – None.

Absent – Legislator Roberts.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 2-23 DESIGNATION OF OFFICIAL DEPOSITORIES

RESOLVED: That, pursuant to the powers vested in this Legislature by Section 212 of the County Law, as amended, the following Banks within New York State be, and they hereby are designated as depositories for the deposit of all monies received by the County Treasurer, to an amount not to exceed the sum set opposite the name of each Bank as follows:

JP Morgan Chase Bank	\$35,000,000
Chemung Canal Trust Company	\$35,000,000
Community Bank, N.A.	\$35,000,000
Key Bank Corporation	\$35,000,000
M&T Bank	\$35,000,000
Tioga State Bank	\$35,000,000
National Bank and Trust Company, N.A.	\$35,000,000
M&T Securities, Inc.	\$35,000,000

Legislator Mullen spoke. "The dollar amount increased from last year because of the ARPA funds, according to the County Treasurer, and I am in favor of that. It is good fiscal management."

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Sauerbrey, Standinger, Weston, Brown, and Ciotoli

No – None.

Absent – Legislator Roberts.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 3-23 *DESIGNATE OFFICIAL NEWSPAPERS*

RESOLVED: That the Tioga County Courier and the Morning Times are hereby designated official newspapers for the publication of all local laws, notices and other matters required by law to be published pursuant to County Law §214, Subd. 2; and be it further

RESOLVED: That the Press and Sun Bulletin, a daily newspaper, is hereby designated as the official newspaper for purposes of publishing all local laws, notices and other matters required by law to be published at such times that there is insufficient time to publish in the above two newspapers.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Sauerbrey, Standinger, Weston, Brown, and Ciotoli

No – None.

Absent – Legislator Roberts.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 4-23 *DESIGNATION OF NEWSPAPER FOR
REPUBLICAN PARTY*

RESOLVED: That the Morning Times is hereby designated as the newspaper published in the County of Tioga for the Republican Party to publish the Election notices issued by the Secretary of State, and to publish the official canvass pursuant to County Law §214, Subd. 1.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Sauerbrey, Standinger, Weston, Brown, and Ciotoli

No – None.

Absent – Legislator Roberts.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 5-23 *DESIGNATION OF NEWSPAPER FOR
DEMOCRATIC PARTY*

RESOLVED: That the Tioga County Courier is hereby designated as the newspaper published in the County of Tioga for the Democratic Party to publish the Election notices issued by the Secretary of State, and to publish the official canvass pursuant to County Law §214, Subd. 1.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Sauerbrey, Standing, Weston, Brown, and Ciotoli

No – None.

Absent – Legislator Roberts.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 6-23 *SET SALARY OF CHAIR*

RESOLVED: That the salary of the Chair of the Tioga County Legislature be set at \$52,250.00 per year, which includes the salary received as County Legislator of \$12,384 and an additional \$39,866 to serve as Chair.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Sauerbrey, Standing, Weston, Brown, and Ciotoli

No – None.

Absent – Legislator Roberts.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 7-23 *FIX DATES AND TIMES OF
TIOGA COUNTY LEGISLATIVE MEETINGS*

RESOLVED: That the Tioga County Legislature during 2023 shall meet regularly in the Edward D. Hubbard Auditorium of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, New York at 12:00 P.M. on the Tuesday following Legislative Standing Committees which are held during the first full work week of the month.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Sauerbrey, Standing, Weston, Brown, and Ciotoli

No – None.

Absent – Legislator Roberts.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 8-23 *ANNUAL REVIEW OF PROCUREMENT POLICY*

WHEREAS: General Municipal Law §104-b requires an annual review of Tioga County's procurement policy and procedures; therefore be it

RESOLVED: That the Tioga County Legislature affirms its annual review of its Procurement Policy.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Sauerbrey, Standing, Weston, Brown, and Ciotoli

No – None.

Absent – Legislator Roberts.

RESOLUTION ADOPTED.

Motion by Legislator Mullen, seconded by Legislator Standinger to move into Executive Session to discuss employment of an individual at 9:15 a.m. with County Attorney DeWind and Legislative Clerk Haskell in attendance. Motion carried. Motion by Legislator Monell to adjourn. Executive Session adjourned at 9:30 a.m.

The meeting was adjourned at 9:30 a.m.

First Regular Meeting
January 10, 2023

The First Regular Meeting of 2023 was held on January 10, 2023 and was called to order by the Chair at 12:00 P.M. Eight Legislative members were present.

Chair Sauerbrey asked Legislator Monell to have a moment of prayer. "Lord, we thank you for the opportunity we have and the privilege that is ours to represent the citizens of Tioga County. I pray that you would continue to bless our leadership and keep us on the right track for the things we need to do to better our County."

Legislator Monell led all Legislators and those in attendance in the Pledge of Allegiance.

There were 56 people in attendance.

Chair Sauerbrey asked for a unanimous motion for the following four recognition resolutions, seconded unanimously and carried.

Chair Sauerbrey read and presented the following resolution to Holly Hollenbeck and her family recognizing former District #7 Legislator, Eddie J. Hollenbeck posthumously.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO:	LEGISLATIVE WORKSESSION
RESOLUTION NO. 9-23	<i>RECOGNITION RESOLUTION RECOGNIZING EDDIE J. HOLLENBECK POSTHUMOUSLY</i>

WHEREAS: Legislator Eddie J. Hollenbeck passed away on November 23, 2022; and

WHEREAS: The Tioga County Legislature would like to posthumously recognize Mr. Hollenbeck for his dedicated service as a Tioga County Legislator for the last 12 years; and

WHEREAS: Eddie was appointed to the position of Tioga County Legislator, District #7, on August 11, 2010, filling the unexpired term of William Oberbeck, and was successfully re-elected every term thereafter; and

WHEREAS: Eddie was extremely dedicated and loyal in the performance of his duties and responsibilities as Legislator and well-respected by his peers; and

WHEREAS: Legislator Hollenbeck was appointed Deputy Chair of the Legislature on April 11, 2017; a position he was appointed every year thereafter; and

WHEREAS: Over the course of his Legislative career, Eddie served as Chairman of several Legislative Standing Committees overseeing numerous departments with his longest running term as Chair of the Personnel Committee for 9 years from 2010-2011 and then again from 2016-2022. From 2012-2013, Legislator Hollenbeck served as Chair of the Information Technology Committee and from 2014-2015 served as the Chair of the Finance, Legal & Safety Committee. In addition, Legislator Hollenbeck served on the following Legislative Standing Committees: Health and Human Services, Economic Development and Planning, Public Safety, Administrative Services, Information Technology, and Personnel; and

WHEREAS: Legislator Hollenbeck was always willing to step in and serve where needed including as a Legislative Representative on the County's Contract Negotiations Team where he exhibited fairness to County employees, serving 11 years on the Southern Tier Regional Development Planning Board, now known as Southern Tier 8, from January 1, 2011-December 31, 2021, and serving 9 years on the Agricultural & Farmland Protection Board since 2014; and

WHEREAS: Eddie is survived by his wife, Holly, and their three children; Brandi Hollenbeck, Eddie J. Hollenbeck III, and Erin Short as well as his beloved grandchildren Leah, Landon, Sadie, Clayton, Lindie, Jaden, Livia, and Kamryn; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude and recognize Eddie J. Hollenbeck posthumously for his years of dedicated service to Tioga County as a Tioga County Legislator; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to the family of Eddie J. Hollenbeck.

ROLL CALL VOTE

Unanimously Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED UNANIMOUSLY

Chair Sauerbrey spoke. "Ed was a great guy. He did a great job serving the Legislature. All of these people here would agree. This is a very beautiful family. Attending the wake and funeral and seeing the outpouring of community support,

hearing stories of all the good things that Eddie did just confirms what we already knew and believed.”

Legislator Standinger spoke. “Eddie was my fellow Legislator in District #7 and one thing I enjoyed about him is that he was very steady. My nickname for him was ‘Steady Eddie’ because he was very even keeled and we all are not that same way, but I appreciated that. His leadership was phenomenal. He took care of the north end of the County for me, and I took care of the Candor area. We seemed to work well together, and we are equal minded on certain things. I really appreciate the time I got to work with him, and I am sorry for your loss.”

Chair Sauerbrey spoke. “Today is Eddie’s birthday, so we will excuse the family so they can continue to celebrate his life some more.”

Holly Hollenbeck spoke. “Thank you very much.”

Legislator Monell read and presented the following resolution to Aaron Gowan, Tioga County Industrial Development Agency Board Member.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 10-23 *RECOGNIZING AARON GOWAN’S
30 YEARS OF DEDICATED SERVICE TO TIOGA
COUNTY INDUSTRIAL DEVELOPMENT AGENCY*

WHEREAS: Aaron Gowan was appointed to the position of Board Member of the Tioga County Industrial Development Agency (TCIDA) on 2/10/93; and

WHEREAS: Aaron Gowan served as Vice-Chairman of the TCIDA from 2/10/93 to 12/31/94, as Secretary from 2/1/95 to 12/31/02, as Chairman from 1/1/03 to 12/31/13, and as Treasurer from 1/8/14 to 1/4/23; and

WHEREAS: Aaron Gowan has faithfully volunteered his time and has been dedicated and loyal in the performance of his duties and responsibilities during the past 30 years, thereby earning the respect of his colleagues and peers throughout Tioga County; and

WHEREAS: Aaron Gowan has retired from the TCIDA on 1/10/23; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Aaron Gowan for his 30 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding volunteer, Aaron Gowan.

ROLL CALL VOTE

Unanimously Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED UNANIMOUSLY

Aaron Gowan spoke. "Thanks, everybody. Ron Dougherty was the one that got me hooked many years ago. I appreciate serving for the County and the number of people that I served with throughout the years; Legislator Weston, former Legislator Will Oberbeck, and several other former and current Legislators. We have had a good Board for many years and hopefully it continues."

Chair Sauerbrey reported this resolution will be noted in the minutes, as Christine Fay, Department of Mental Hygiene, is not in attendance.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 11-23 *RECOGNITION OF CHRISTINE FAY'S
19 YEARS OF DEDICATED SERVICE TO
TIOGA COUNTY AND TIOGA COUNTY
DEPARTMENT OF MENTAL HYGIENE*

WHEREAS: Christine Fay was hired as a Probation Assistant with the Tioga County Probation Department on December 10, 1979 and was promoted to Probation Officer on June 14, 1982; the position she held until February 9, 1984. On November 17, 2008, Ms. Fay returned to County employment with the Tioga County Department of Mental Hygiene as a Clinical Social Worker and was promoted to Senior Clinical Social Worker on 9/11/2017; the position she still holds; and

WHEREAS: Christine Fay has been extremely dedicated, loyal and professional in the performance of her duties and responsibilities during the past 19 years to the Mental Hygiene Department. She has earned the respect of her director, colleagues and peers throughout Tioga County; and

WHEREAS: Ms. Fay will retire on January 17, 2023; therefore, be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Christine Fay for her 19 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Christine Fay.

ROLL CALL VOTE

Unanimously Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED UNANIMOUSLY

Legislator Monell read and presented the following resolution to the Honorable Gerald A. Keene.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 12-23 *RECOGNITION OF THE HONORABLE
GERALD A. KEENE'S 41 YEARS OF
DEDICATED SERVICE TO TIOGA COUNTY*

WHEREAS: The Honorable Gerald A. Keene began his career as Assistant Public Defender in the Public Defender's Office on January 1, 1981 and on January 1, 1983 was appointed 2nd Assistant Public Defender; and

WHEREAS: On November 15, 1985, the Honorable Gerald A. Keene was appointed 3rd Assistant District Attorney in the District Attorney's Office, was appointed 2nd Assistant District Attorney on August 24, 1992, and on January 1, 1998 was appointed 1st Assistant District Attorney. He was appointed Acting District Attorney on September 1, 1999; and on January 1, 2000 was elected District Attorney for Tioga County where he proudly served the citizens of Tioga County and was instrumental in prosecuting several high-profile cases; and

WHEREAS: The Honorable Gerald A. Keene was then elected to the Tioga County Court Multi-Bench presiding over County, Family and Surrogate Court matters in the Sixth Judicial District of New York January 1, 2013, where he continued his service to the County until his retirement December 31, 2022; and

WHEREAS: The Honorable Gerald A. Keene has been extremely dedicated and loyal in the performance of his duties and responsibilities during the past 41 years both as an attorney and judge earning the respect of all who have had the privilege to work with or appear in front of him; and

WHEREAS: The Honorable Gerald A. Keene retired December 31, 2022; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to the Honorable Gerald A. Keene for his 41 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding person, the Honorable Gerald A. Keene.

ROLL CALL VOTE

Unanimously Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED UNANIMOUSLY

County Attorney DeWind spoke. "We are pleased to be able to reveal this portrait of the Honorable Gerald A. Keene today. This portrait will hang in the main Courthouse of the County Court. This portrait was provided by the Tioga County Bar Association in recognition of Judge Keene's years of service, particularly on the

Bench. This is the first time we have been able to reveal it, as it just arrived this morning."

The Honorable Gerald A. Keene spoke. "Thank you, everyone. I know the Legislature has work to do here, so I am not going to hold you up too long, but I do want to say a few things.

"First of all, I feel I am at a funeral instead of a Legislative meeting with a picture of me over my shoulder. Thank you to the Tioga County Bar Association for doing this. It is a very nice gesture.

"I want to thank God for all the good fortune I have had over the years. I want to thank the Legislature for the support that they have given me when I was a District Attorney and as Judge. They always took a lot of pride in maintaining the look of the Courthouse and lawn. I know there was a lot of work that went into that. I want to thank my wife, Betty, for supporting me for all these years. I want to thank Bob Miller for giving me a start in the Public Defender's Office. When I first started, my salary was \$200.00 a week and when I passed the Bar, he increased it to \$300.00 a week. Bob Simpson picked it up from there and asked me to be in the District Attorney's Office and that was a real honor and a pleasure to be working with Bob Simpson and some of the other attorneys in the District Attorney's Office. Before I became Judge, I got to work with all of the law enforcement in Tioga County and I know a lot of them are here today and I thank them for attending. I was always amazed at the good work done by the law enforcement agencies in Tioga County; the different police departments, Sheriff's Office, and the State Police all did an amazing job as far keeping the community safe and prosecuting the crimes here in Tioga County. Once I became Judge, I did not get to work with the law enforcement agencies as much anymore because I was supposed to be impartial and I tried to be impartial even though I had that background, but I did get to work a lot with the Department of Social Services and the Tioga County Probation Department, and they did an excellent job of providing the Court with the help I needed to do my job. I had some amazing secretaries over the years going back to when I was in private practice with Linda Briggs and continuing from there with my latest secretary, Jen Zorn, who is here today, and I want to make sure I recognize her.

"It has been an honor and a pleasure to work with all you folks and Tioga County has been a great place to live, a great place to have a career, and I am very grateful and appreciative of the recognition that the Legislature is giving me today. Thank you."

Chair Sauerbrey reported we have one Proclamation; **Human Trafficking Awareness Month** that will be noted in the minutes.

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

WHEREAS: Each year, January is recognized as National Human Trafficking Awareness Month and January 11 is Wear Blue for Human Trafficking Awareness Day. Tioga County's Safe Harbour Task Force takes steps each January, and throughout the year to identify, support and help keep safe youth and children in Tioga County who are impacted by the Commercial Sexual Exploitation of Children. Tioga County Safe Harbour also works with community agencies, schools, families, and services organizations to reduce the risk of exploitation of our children by providing education, prevention, and awareness; and

WHEREAS: The commercial sexual exploitation of children is not only a global, but a local problem; the safety of our children depends on a community response; and

WHEREAS: The aftermath of child sexual exploitation is evident not only among the child affected, but their family and community at large; and

WHEREAS: The success of prevention and awareness programs such as Safe Harbour is enhanced by strong alliances with established services such as the Tioga County Department of Mental Hygiene, A New Hope Center, Tioga Opportunities, the Tioga County District Attorney's Office, Mothers and Babies Perinatal Network, and many others; and

WHEREAS: All adults, youth and children should be aware of and be able to recognize the signs of commercial sexual exploitation of children, the risk it poses to our youth and the importance of children having a safe, risk-free community within which to live; therefore

THE TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby Proclaim the month of January 2023 as

HUMAN TRAFFICKING AWARENESS 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 recognize and reduce the risk of the commercial sexual exploitation of children.

There was no privilege of the floor.

Legislator Ciotoli made a motion to approve the minutes of December 8 and 13, 2022, seconded by Legislator Monell and carried.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature by the end of this week.

Chair Sauerbrey reported we will be starting the process of appointing a Legislator to serve District #7 in the areas of Berkshire, Newark Valley, and Richford. Chair Sauerbrey appointed the following Legislators to serve on the **Legislator Vacancy Committee:**

- Chair Sauerbrey
- Legislator Monell
- Legislator Roberts
- Legislator Standinger

Chair Sauerbrey announced the 2023 Legislative Standing Committees have been established and will be in effect as of February 1, 2023. Notification will be sent to the Legislators and Department Heads.

**STANDING COMMITTEES OF THE COUNTY LEGISLATURE
OF THE COUNTY OF TIOGA FOR 2023**

	Chairman			
1. Administrative Services (County Clerk, Historian, Real Property, Veterans, Elections)	Mullen	Standinger	Brown	Ciotoli
2. Economic Development/ Planning/ Tourism/ Agriculture	Roberts	VACANT	Mullen	Weston
3. Finance/Legal & Safety	Ciotoli	All Legislators		
4. Information Technology	Brown	Ciotoli	Monell	Mullen
5. Legislative Worksessions/ Legislative Support	Sauerbrey	All Legislators		
6. Health & Human Services	Standinger	Brown	Monell	Mullen
7. Public Safety/ Probation & DWI	VACANT	Weston	Roberts	Standinger
8. Public Works/ Capital Projects	Weston	Standinger	Roberts	Ciotoli
9. Personnel	Monell	Brown	VACANT	Weston

Legislator Monell introduced Local Law Introductory No. A of 2023.

Local Law Filing

New York State Department of State
41 State Street, Albany, NY 12231

County of Tioga

Local Law No. X of the Year 2023.

A Local Law establishing the salary for the Offices of County Clerk and County Sheriff for the four-year term of office commencing January 1, 2024 and continuing through and including December 31, 2027.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: PURPOSE

As set forth at Local Law No. 3 of 2003, the annual salary for the elected public Offices of County Clerk and County Sheriff shall not be increased during a term of office.

Accordingly, it is the purpose and intent of this Local Law to establish the salary for the Offices of County Clerk and County Sheriff for the four-year term of office commencing January 1, 2024 and continuing through and including December 31, 2027.

SECTION 2: ANNUAL SALARY

A) The annual salary for the Offices of County Clerk and County Sheriff for the term of office beginning January 1, 2024 and continuing through and including December 31, 2027 is hereby established as follows:

- | | |
|-------------------|-----------|
| 1. County Clerk | \$ 80,000 |
| 2. County Sheriff | \$104,055 |

SECTION 3: SEVERABILITY

If any clause, sentence, phrase, paragraph, subdivision, section, rule or part of this ordinance shall be adjudged by any Court or Agency of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, phrase, paragraph, subdivision, section, rule or part thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 4: EFFECTIVE DATE

This Local law shall take effect January 1, 2024.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 13-23 *SCHEDULE PUBLIC HEARING*
LOCAL LAW INTRODUCTORY NO. A OF 2023

RESOLVED: That a Public Hearing shall be held on Thursday, January 19, 2023 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY 13827 on Local Law Introductory No. A of 2023 A Local Law establishing the salary for the Offices of County Clerk and County Sheriff for the four-year term of office commencing January 1, 2024 and continuing through and including December 31, 2027.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 14-23 *APPOINT DIRECTORS*
SOIL & WATER CONSERVATION DISTRICT

RESOLVED: That Legislators Dale Weston and Tracy Monell are hereby appointed Directors of the Tioga County Soil & Water Conservation District for a one-year term on January 1, 2023 through December 31, 2023; and be it further

RESOLVED: That Tom Zorn be hereby re-appointed as the Tioga County Farm Bureau Representative to the Soil and Water Conservation District Board for a three-year term of January 1, 2023 – December 31, 2025.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 15-23 *APPOINT MEMBERS*
FISH & WILDLIFE MANAGEMENT BOARD

WHEREAS: The Board terms for Elected Official Representative and Sportsman Member on the Fish & Wildlife Management Board have expired; and

WHEREAS: W. Jake Brown, Tioga County Legislator, has expressed an interest in serving as the Elected Official Representative on the Fish & Wildlife Management Board; and

WHEREAS: William J. Woods, Jr. has expressed an interest to continue serving as the Sportsman Member on the Fish & Wildlife Management Board; therefore be it

RESOLVED: That W. Jake Brown, Tioga County Legislator, be appointed as the Elected Official Representative on the Fish & Wildlife Management Board for a two-year term of January 1, 2023 – December 31, 2024 and William J. Woods, Jr. be re-appointed as the Sportsman Member on the Fish & Wildlife Management Board for a two-year term of January 1, 2023 -December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 16-23 *APPOINT MEMBER TO THE
TIOGA COUNTY INDUSTRIAL
DEVELOPMENT AGENCY*

WHEREAS: Aaron Gowan has expressed his desire to resign from the Tioga County Industrial Development Agency as of January 10, 2023; and

WHEREAS: The Tioga County Industrial Development Agency Board of Directors has found Mari Townsend willing and able to fill said vacancy; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints Mari Townsend to fill said vacancy and serve on the Tioga County Industrial Development Agency Board of Directors effective January 10, 2023 for a term to end at the discretion of the Tioga County Legislature.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 17-23 *RECOMMEND MEMBERS TO THE
SUSQUEHANNA HERITAGE AREA COMMISSION*

WHEREAS: Per Resolution 25-16, the Tioga County Legislature resolved that the Economic Development and Planning Committee recommend designees for the Municipal Representative and also the Advisory Board Member on the Susquehanna Heritage Area (SHA) Commission for the term of office of the County Legislative Chair who appoints said persons; and

WHEREAS: Currently Rebecca Maffei, Tioga County Tourism Director, and Abbey Ortu, Community Development Specialist of Economic Development and Planning, have been serving as the two (2) SHA Commission members; and

WHEREAS: Rebecca Maffei, Tioga County Tourism Director, and Abbey Ortu, Community Development Specialist of Economic Development and Planning, are willing to serve as the two (2) SHA Commission members; therefore be it

RESOLVED: That the Economic Development and Planning Committee recommend Rebecca Maffei, the Tioga County Tourism Director, continue to serve as the Municipal Representative and Abbey Ortu, Community Development Specialist, continue to serve as the Advisory Board member on the Susquehanna Heritage Area Commission for the term of office of the County Legislative Chair who appoints said person.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 18-23 *AUTHORIZE CONTRACT WITH
TOMPKINS-SENECA-TIOGA BOCES TO
ADMINISTER PREVENTION SERVICES*

WHEREAS: Tioga County Mental Hygiene (TCMH) uses the services of Tompkins-Seneca-Tioga BOCES for the purpose of Alcohol and Substance Abuse Prevention in Tioga County; and

WHEREAS: TCMH receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: Tompkins-Seneca-Tioga BOCES has been performing these services in the past and TCMH is seeking a contract renewal: therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into renewal contracts with Tompkins-Seneca-Tioga BOCES, for \$10,284 plus any additional state aid received, for the continuation of Alcohol and Substance Abuse Prevention for the period January 1, 2023 through December 31, 2023.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 19-23 *AUTHORIZE CONTRACT WITH
SECURITAS SECURITY SERVICES FOR
56 MAIN STREET*

WHEREAS: The 56 Main Street Safety and Security Committee has identified a need for security services at the Ronald E. Dougherty County Office Building located at 56 Main Street; and

WHEREAS: Tioga County has obtained three quotes for unarmed security services; and

WHEREAS: The proposal from Securitas Security Services USA, Inc, to perform this service, is the most cost effective; and

WHEREAS: American Rescue Plan Act "ARPA" funds have been budgeted in the Tioga County 2023 Capital Budget for use specifically as designated by the Tioga County Legislature for unarmed security services at the Ronald E. Dougherty County Office Building located at 56 Main Street; and

WHEREAS: Upon the successful receipt and review of the ARPA One Time Funding Request Form, both the Legislative Chair and the ARPA Fund Administrator have granted their approval of the form, and have submitted the request to the Tioga County Legislature for final review and approval; and

WHEREAS: The Tioga County Legislature shall oversee and authorize all ARPA expenditures whether budgeted or not; therefore be it

RESOLVED: That the County Attorney is authorized to contract with Securitas Security Services USA, Inc to provide unarmed security services at 56 Main Street effective as of February 10, 2023; and be it further

RESOLVED: That invoices related to the Securitas Contract for 56 Main Street, Owego, New York to be paid with ARPA funds are to be appropriated from the following account for no more than the amount requested:

From: CI8042 540140 M7674	Contracted Services	\$160,000.00
----------------------------------	----------------------------	---------------------

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO:	PUBLIC SAFETY COMMITTEE FINANCE/LEGAL COMMITTEE
--------------	--

RESOLUTION NO. 20-23	<i>AUTHORIZE LEASE WITH MOTOROLA SOLUTIONS TO FUND EQUIPMENT FOR P25 RADIO SYSTEM PROJECT OFFICE OF EMERGENCY SERVICES</i>
----------------------	--

WHEREAS: Equipment for the P25 Radio System Project was ordered and has been received by the Office of Emergency Services, and

WHEREAS: It would be beneficial to the County to enter into a lease with Motorola Solutions to pay for said equipment at an amount not to exceed \$3,557,413.44; and

WHEREAS: Legislative approval is required to authorize such lease; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the Chair of the County Legislature to sign all lease related paperwork, with Motorola Solutions, upon review of the County Attorney.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 21-23 *AUTHORIZE LEASE AGREEMENT FOR
STORAGE OF RADIO EQUIPMENT
OFFICE OF EMERGENCY SERVICES*

WHEREAS: The Office of Emergency Management has been working on a radio tower project with Motorola and the equipment has been shipped and a storage facility needed to be secured to safely store said equipment; and

WHEREAS: A building owned by Weitsman Recycling at 941 NY-38 in Owego, NY has been found to be acceptable for the storage of said equipment; therefore be it

RESOLVED: That the Director of Emergency Management be authorized to sign the lease, after review with the County Attorney, at a cost of \$2,190/month effective December 14, 2022.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ITCS COMMITTEE

RESOLUTION NO. 22-23 *AUTHORIZATION TO PROCEED WITH
SHARED SERVICES AGREEMENT*

WHEREAS: The Tioga County Legislature recognizes the need to maintain efficient government operations and achieve cost savings for services where applicable; and

WHEREAS: The Information Technology and Communication Services Department has conducted extensive work with the municipality of Nichols (Town) to identify and plan a shared IT services arrangement to be implemented in 2023; and

WHEREAS: This process has identified that implementing shared services with the Town of Nichols will achieve a cost savings for the municipality and provide revenue to the County to offset existing service costs; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the Legislative Chair to sign paperwork associated with the shared services agreement for the Town of Nichols, contingent upon review and approval by the County Attorney and Chief Information Officer.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. 23-23 *AUTHORIZE CAPITAL PROJECT
AMERICAN RESCUE PLAN ACT (ARPA)
CAPITAL APPROPRIATION REQUEST 003*

WHEREAS: American Rescue Plan Act "ARPA" Funds have been granted to Tioga County by the US Treasury in 2021 in the total amount of \$9,362,868; and

WHEREAS: As of 12/31/2022 there is approximately \$7,000,662 in unspent ARPA funds; and

WHEREAS: It has been determined by the US Treasury that ARPA funds granted shall be considered obligated by calendar year end 2024, and expended by the end of calendar year 2026, therefore be it

RESOLVED: That the following accounts and amounts be re-established:

Operational Appropriations

A6510 540640 M7674 SUPPLIES (NOT OFFICE) Funding to Tioga County Veterans Admin for Suicide Prevention Efforts	\$25,000.00
---	-------------

A1325 540429 M7674 OUTSIDE SUPPORT Outside Support for Veterans/Men's Transitional Housing	\$250,000.00
---	--------------

A1680 540140 M7674 CONTRACTING SERVICES Broadband Upgrades	\$378,740.00
---	--------------

A1680 540140 M7674 CONTRACTING SERVICES Ortho Imagery Mapping Services	\$149,910.92
---	--------------

Capital Appropriations

H1620 521230 M7674 RADIO & EQUIPMENT Radio Tower Communications Upgrades	\$4,000,000.00
---	----------------

H1620 520994 M7674 BUILDING CONSTRUCTION Truck Wash Facility	\$929,097.00
---	--------------

H1680 520620 M7674 SOFTWARE EXPENSE IT – Access Control Upgrades	\$50,000.00
---	-------------

H1680 520620 M7674 SOFTWARE EXPENSE IT – Multi-Factor Authorization Upgrades	\$20,000.00
---	-------------

H1620 520911 M7674 RENOVATIONS 56 MAIN Security Hardware & Facility Upgrades for 56 Main	\$167,228.69
---	--------------

H1620 520926 M7674 HVAC CONTROL SYSTEM HVAC System Upgrades	\$327,648.03
--	--------------

H1620 520927 M7674 COURT ANNEX RENOVATIONS \$150,000.00
 Court Annex Renovations

2023 Budget Authorizations – Amounts included in the 2023 Adopted Budget to be authorized for spending

CI8042 540140 M7674 CONTRACTING SERVICES \$161,000.00
 Security Guard Expenses – 56 Main

A1340 510050 M7674 ALL OTHER \$5,000.00
 ARPA Fund Administrator Stipend

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
 FINANCE COMMITTEE

RESOLUTION NO. 25-23 APPROPRIATION OF FUNDS
 BUDGET MODIFICATION 2022
 MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene (TCMH) has been allocated additional pass-through state aid funding for the purpose of Alcohol and Substance Abuse Prevention; and

WHEREAS: TCMH has contracted with Tompkins-Seneca-Tioga BOCES to provide these services to Tioga County residents; and

WHEREAS: TCMH will incur no local share increase, yet this will require an appropriation of funds into the proper account codes; and

WHEREAS: The appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated and 2022 budget modified as follows:

From: A4211 434861	State Aid Council on Alcoholism	\$ 2,593.00
To: A4211 540590	Services Rendered	\$ 2,593.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 26-23 *APPROPRIATION OF FUNDS*
BUDGET MODIFICATION 2022
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene (TCMH) has been allocated additional pass through state aid funding for the purpose of Alcohol and Substance Abuse Prevention; and

WHEREAS: TCMH has contracted with the Council on Alcohol and Substance Abuses of Livingston County, d.b.a. Trinity to provide these services to Tioga County residents; and

WHEREAS: TCMH will incur no local share increase, yet this will require an appropriation of funds into the proper account codes; and

WHEREAS: The appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated and 2022 budget modified as follows:

From: A4211 434861	State Aid Council on Alcoholism	\$ 9,015.00
To: A4211 540590	Services Rendered	\$ 9,015.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 27-23 TRANSFER OF FUNDS
2022 BUDGET MODIFICATION
VETERANS' SERVICE AGENCY

WHEREAS: The Tioga County Veteran Services' Agency (TCVSA) was in need of an LCD projector to be used for outreach with veterans, military and their families; and

WHEREAS: The TCVSA shall be utilizing funds as allowed by ARPA program guidelines to pay for the projector; and

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

RESOLVED: That TCVSA budget be modified, and the following sums be transferred within the TCVSA budget to cover the costs of said office equipment:

From: A6510 540640 M7674	ARPA Supplies (Not Office)	\$ 499.99
To: A6510 520130 M7674	ARPA Equipment (Not Car)	\$ 499.99

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 28-23 *MODIFY 2023 BUDGET AND
APPROPRIATION OF FUNDS
OFFICE OF EMERGENCY SERVICES*

WHEREAS: Legislative approval is needed to modify the 2023 budget and appropriation of funds; and

WHEREAS: The Office of Emergency Services has a need to lease storage space for the ongoing radio tower project equipment and funds need to be appropriated to pay said lease; therefore be it

RESOLVED: That the 2023 budget be modified and appropriation of funds be made as follows:

FROM:	A3021.411401	E911 Surcharge Upgrade	\$26,280
TO:	A3021.540320.E911	Lease/Service	\$26,280

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE
PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 29-23 ACCEPT FEMA GRANT AND
APPROPRIATION OF FUNDS
HAZARDOUS MITIGATION PLANNING GRANT
(HMP23) MODIFY 2023 BUDGET
EMERGENCY MANAGEMENT

WHEREAS: The New York State Division of Homeland Security and Emergency Services (DHSES) has been awarded a grant under the Federal Emergency Management Agency (FEMA) in the amount of \$100,000; and

WHEREAS: \$90,000 of said grant is federal share and \$10,000 is local share which has been budgeted under Planning's account A8020.540140; and

WHEREAS: Resolution #92-22 authorized the submission of the Hazardous Mitigation Planning Grant application; and

WHEREAS: Resolution #259-22 authorized the submission of the grant which was modified to reflect a 10% local share rather than a 25% local share; and

WHEREAS: Acceptance of grant funding and appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That the 2023 Emergency Management budget be appropriated as follows:

A3360.443566.HMP23 Hazardous Mitigation Revenue	\$90,000
A3360.540140.HMP23 Hazardous Mitigation – Contracting Services	\$90,000

And be it further

RESOLVED: That the 2023 Emergency Management budget be modified to reflect the above changes and that the year-end balances be carried forward to the next year;

And be it further

RESOLVED: That the Tioga County Legislature hereby accepts said grant funding and authorizes the Chair of the Legislature to sign any and all grant- related paperwork.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 30-23 *AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL-AID PROJECT AND APPROPRIATING FUNDS*

WHEREAS: A project for the Tioga County Bridge Preventative Maintenance Program Phase 9 (FFY 23), PIN 9754.58 (the Project) is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds and 20% non-Federal Funds; and

WHEREAS: The County of Tioga desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the costs of the Preliminary Engineering / Design work.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVED: That the Tioga County Legislature hereby approves the above-subject project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorized the County of Tioga to pay in the first instance 100% of the Federal and non-Federal share of the

cost of the Preliminary Engineering / Design work for the Project or portions thereof; and it is further

RESOLVED: That the sum of \$10,000 is hereby appropriated from account D5110.540050 and made available to cover the costs of participation in the above phases of the Project; and it is further

RESOLVED: That in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, the Tioga County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon notification by the New York State Department of Transportation thereof, and it is further

RESOLVED: That the Chair of the Tioga County Legislature of the County of Tioga be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Tioga with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED: That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED: That this Resolution shall take effect immediately.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 31-23 *APPROVE CHANGE ORDER FOR
HVAC PROJECT AT COUNTY OFFICE BUILDING*

WHEREAS: The installation of the HVAC at the County Office Building was awarded to Postler & Jaeckle Corporation via Resolution 157-22; and

WHEREAS: A change order was submitted due to additional work that was unforeseen; therefore be it

RESOLVED: That the Tioga County Legislature authorize additional funds to be appropriated for this change order not to exceed \$6,570 to be paid out of the Renovations – 56 Main Street Account H1620.520911

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 32-23 *ACCEPT REIMBURSEMENT FROM
ABSENTEE BALLOT PRE-PAID POSTAGE GRANT AND
AMEND 2022 BUDGET*

WHEREAS: The Tioga County Board of Elections (BOE) was authorized by the County Legislature in September 2022 to apply for the 2022 Absentee Ballot Pre-Paid Postage state-aid grant administered by the New York State (NYS) BOE; and

WHEREAS: The BOE applied for said grant and the application was approved by NYS Office of General Services in December 2022; and

WHEREAS: The BOE is now eligible for reimbursement of absentee-related costs of up to \$18,826.45 for expenses made during the contract period of July 1, 2022 through December 31, 2022; therefore be it

RESOLVED: That the Tioga County BOE is authorized to receive reimbursement of up to \$18,826.45 from the NYS BOE for 2022 absentee-related expenses, and that the 2022 budget be modified to appropriate funds to the following account:

A1450-439060	State Aid-Elections	\$18,826.45
--------------	---------------------	-------------

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:	ITCS COMMITTEE
	FINANCE COMMITTEE

RESOLUTION NO. 33-23	<i>AUTHORIZE MULTI-YEAR PREPAYMENT OF SUBSCRIPTION TO ACHIEVE SAVINGS</i>
----------------------	---

WHEREAS: The County Information Technology and Communications Services Department regularly pays multiple service contracts, maintenance contracts and software subscriptions annually; and

WHEREAS: The ITCS Department has identified cost savings and discounts that are available if the County agrees to pre-pay these agreements in advance; and

WHEREAS: The ITCS Department has identified the following agreement meeting the criteria of eligibility for multi-year cost savings:

- Sophos Central Advanced with Advanced Intercept X for Ransomware
- Sophos Central Endpoint "AD" Advanced with Advanced Intercept X for Ransomware

And

WHEREAS: A one-year subscription for this software would cost \$16,506.50; and

WHEREAS: A three-year pre-paid subscription would cost \$32,375.70, saving the County \$17,143.80; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chief Information Officer to engage in a three-year subscription pre-paying this amount against future budget years for the above-listed items when appropriate to achieve cost savings after review by the County Attorney and when approved as part of the ITCS annual budget; and be it further

RESOLVED: That the funds for the above subscription is paid from the A1680 540620 account in terms not to exceed a maximum of three years in length: and be it further

RESOLVED: That the Chief Information Officer shall track the savings achieved for reporting as requested.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO:	ITCS COMMITTEE
	PERSONNEL COMMITTEE
	FINANCE COMMITTEE

RESOLUTION NO. 34-23	<i>TRANSFER FUNDS TO FUND AND FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN INFORMATION TECHNOLOGY AND COMMUNICATION SERVICES DEPARTMENT</i>
----------------------	--

WHEREAS: The Information Technology and Communication Services Department currently has a vacant and unfunded Network Administrator position; and

WHEREAS: The Chief Information Officer has identified a need to fill the vacant and unfunded Network Administrator position; and

WHEREAS: The Chief Information Officer has implemented a succession plan which includes the current GIS Technician, Bryan Goodrich, transferring into the GIS Manager position; and

WHEREAS: The Chief Information Officer would like to have an opportunity for the GIS Technician, Bryan Goodrich to work with Mr. Ostrander for a period of time in order to transition the workload; and

WHEREAS: In order to accomplish this, a temporary position needs to be created; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the creation of a temporary GIS Technician position effective February 1, 2023; and be it further

RESOLVED: That the Chief Information Officer shall be allowed to recruit and fill said temporary position on or after January 11, 2023 through April 1, 2023, at an hourly rate of \$25.55.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: FINANCE/LEGAL COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 36-23 *CREATE AND FILL TEMPORARY, PART-TIME
PARALEGAL (SEASONAL) POSITION
DISTRICT ATTORNEY'S OFFICE*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The District Attorney's Office has a need to hire a temporary, part-time Paralegal to work during the first eight months of the year to provide paralegal support within the office; and

WHEREAS: The District Attorney's Office has budgeted for a part-time Confidential Assistant position in the approved 2023 budget that remains unfilled; therefore be it

RESOLVED: That one temporary, part-time Paralegal (Seasonal) position be created with authorization to fill effective January 1, 2023 – August 31, 2023; and be it further

RESOLVED: That the wage for this temporary position shall be \$18.83/hour.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 37-23 *AMEND RESOLUTION 286-22;
CREATE AND FILL SEASONAL SOCIAL WELFARE
EXAMINER POSITIONS AND SEASONAL OFFICE
SPECIALIST I POSITIONS FOR THE HEAP PROGRAM
DEPARTMENT OF SOCIAL SERVICES*

WHEREAS: Resolution 286-22 authorized the creation and filling of three Office Specialist I (Seasonal) positions for the HEAP Program within the Department of Social Services; and

WHEREAS: The Department of Social Services only filled two of the three requested positions:

Penny Walker was hired as a full-time seasonal Office Specialist I for the period October 11, 2022, through February 24, 2023, at the starting salary of \$13.20 per hour, and

Nancy Leonard was hired as a full-time, seasonal Office Specialist I for the period October 24, 2022, through January 27, 2023, at the starting salary of \$13.20 per hour; and

WHEREAS: The Department has a need to extend the end dates of both of these positions to ensure adequate coverage until the end of the HEAP Program and the Department's budget allows for such; and

WHEREAS: The NYS Minimum Wage is scheduled to increase on December 31, 2022, to a rate to be published by the Commissioner of Labor on or before October 1, 2022, and Tioga County intends to pay at least minimum wage so the hourly rates for Office Specialist I positions will be adjusted accordingly as of December 31, 2022; therefore be it

RESOLVED: That Resolution 286-22 be amended to reflect the end date extension for Penny Walker from February 24, 2023 to March 10, 2023 and Nancy Leonard end date from January 27, 2023 to February 24, 2023 at the 2023 NYS Minimum Wage of \$14.20 per hour.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Weston.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL/ADA COMMITTEE

RESOLUTION NO. 38-23 AMEND RESOLUTION 277-06;
APPOINT ADA COORDINATOR

WHEREAS: Resolution 277-06 was adopted on December 12, 2006 naming the Safety Officer and the Personnel Officer to serve as the County's ADA Coordinators; and

WHEREAS: Upon the resignation of Dawn Thorpe, Safety Officer, and the retirement of Bethany O'Rourke, Personnel Officer, a new ADA Coordinator must be appointed; therefore be it

RESOLVED: That Kevin Humes, Paralegal with the Law Department, be and hereby is appointed ADA Coordinator for Tioga County; and be it further

RESOLVED: That in the event he is unable to act for any reason, the County Attorney is hereby designated to act in his stead; and be it further

RESOLVED: That upon the hiring of a Safety Officer that person will be appointed as the second ADA Coordinator.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL/ADA

RESOLUTION NO. 39-23 APPOINT TITLE VI COORDINATOR

WHEREAS: Upon the retirement of Bethany O'Rourke, Tioga County Personnel Officer, who also served as the Title VI Coordinator, a new Title VI Coordinator must be appointed; and

WHEREAS: Linda Parke has been appointed the Tioga County Personnel Officer; therefore be it

RESOLVED: That Linda Parke be and hereby is appointed Title VI Coordinator for Tioga County.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 41-23 *AUTHORIZE SALARY ABOVE CSEA BASE FOR
CASE SUPERVISOR, GRADE B (DONNA CORBIN)*

WHEREAS: Legislative approval is required to hire above the established CSEA salary base; and

WHEREAS: The Commissioner of Social Services appointed Donna Corbin as Case Supervisor, Grade B (2022 CSEA SG XIV \$53,384 - \$54,384) at a salary of \$53,384 on December 19, 2022; and

WHEREAS: Donna Corbin has eighteen years of prior relevant work experience; therefore be it

RESOLVED: That Donna Corbin's 2023 CSEA salary be increased to \$55,986 (2023 CSEA SG XIV \$54,986-\$55,986) retroactive to January 1, 2023.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 42-23 *APPOINTMENT OF
ADMINISTRATIVE CORONER*

WHEREAS: The Tioga County Coroners have selected an Administrative Coroner for 2023; and

RESOLVED: That the County Attorney is authorized to appoint Ronald Lanouette, Jr. at an annual salary of \$38,500 per year effective January 17, 2023; and be it further

RESOLVED: That the Law Department's authorized part-time headcount is increased from one (1) to two (2).

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 45-23 *AMEND RESOLUTION 193-18;
ADOPTION OF TIOGA COUNTY TITLE VI PLAN,
ENVIRONMENTAL JUSTICE PLAN, LIMITED ENGLISH
PROFICIENCY PLAN, DATA COLLECTION PLAN, ADA
TRANSITION PLAN AND EMPLOYEE TRAINING PLAN*

WHEREAS: The Tioga County Legislature adopted the Tioga County Title VI Plan, Environmental Justice Plan, Limited English Proficiency Plan, Data Collection Plan, ADA Transition Plan, and Employee Training Plan by way of Resolution 193-18 on August 17, 2018; and

WHEREAS: The County's Equal Employment Opportunity/Affirmative Action/ADA Policy in the Employee Handbook is incorporated in the adopted Tioga County Title VI Plan; and

WHEREAS: Tioga County's Title VI Plan requires an annual review of Title VI for necessary updated data, documentation, including demographic data mapping of ethnicity by area; and

WHEREAS: The Title VI Plan, the Environmental Justice Plan, the Limited English Proficiency (LEP) Plan, and the Equal Employment Opportunity/Affirmative

Action/ADA Policy warrants revisions in several areas and updated environmental information; therefore be it

RESOLVED: That Resolution 193-18, the Tioga County Title VI Plan, is hereby amended as follows:

- Updated Tioga County Title VI Plan Content Page
- Updated Tioga County Title VI Plan/Nondiscrimination Policy Statement, attachments, and appendixes to reflect nondiscriminatory language.
- Updated Tioga County Title VI Reporting Page and forms with the removal of retired Personnel Officer Bethany O'Rourke's name and email and replaced with current Personnel Officer Linda Parke's name and email address and the removal of retired Safety Officer William Kenville's name and replaced with Safety Officer.
- Updated Tioga County Title VI Plan Complaint Form
- Updated Tioga County Title VI Plan Attachment 4 "Tioga County Title VI Nondiscrimination Policy Statement" to include related policy and authoritative sources, New York executive orders, and federal laws and executive orders
- Updated Tioga County Title VI Plan Environmental Justice Plan Introduction to include nondiscriminatory language and "Identification of Minority, Low Income and Handicapped Populations" section, which now includes the statement "This data can be found in the Tioga County 2020 Strategic Plan."
- Updated Tioga County Title VI Plan Limited English Proficiency (LEP) Plan to now include updated data for individuals who have limited English proficiency, and the addition of two forms; "LEP Tracking Form A: Use of Free Interpreter/Translator Services" and "LEP Form B: Waiver of Rights to Free Interpreter/Translator Services"
- Remove Section 50: Workplace Violence Prevention Policy and Discriminatory Harassment Policy from the original Tioga County Title VI Plan;

And be it further

RESOLVED: That the remainder of the Tioga County Title VI Plan remains unchanged.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: LEGISLATIVE WORKSESSION
FINANCE/LEGAL/SAFETY COMMITTEE

RESOLUTION NO. 46-23 *AMEND EMPLOYEE HANDBOOK:
ADD NEW POLICY TO NEW SECTION XII.
ENTITLED SECTION 3 PLAN FOR TIOGA COUNTY*

WHEREAS: The United States Congress passed Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) to further the goal of ensuring that federal funds benefit the residents of projects funded wholly or in part by those funds; and

WHEREAS: Part 135 of Section 3 is to establish the standards and procedures to be followed to ensure that the objectives of Section 3 are met; and

WHEREAS: The County Attorney has developed a Section 3 Plan in adherence to 24 CFR, Part 135 that comprehensively addresses the standards and procedures prescribed in the Act; therefore be it

RESOLVED: That the Tioga County Legislature authorizes adoption and implementation of the Section 3 Plan for Tioga County to ensure compliance with Federal Law; and be it further

RESOLVED: That the Employee Handbook is hereby amended to add a new policy to new Section XII. entitled Section 3 Plan for Tioga County.

Section 3 Plan Tioga County



Version Number	Date Updated	Summary of Changes
----------------	--------------	--------------------

1.0	12/2022	Initial Plan
-----	---------	--------------

Section 3 Plan

- Overview of Section 3 Requirements
- What is Section 3?
- Purpose of this document
- Applicability
- Section 3 Coordinator
- Employment, Training and Contracting Goals
- Safe Harbour Compliance
- Safe Harbour Benchmarks
- Certification of Prioritization of Effort for Employment, Training and Contracting
- Section 3 Eligibility and Certifications
- Section 3 Worker and Targeted Section 3 Worker Certification
- Section 3 Business Concern Certification
- Assisting Contractors with Achieving Section 3 Goals
- Section 3 Outreach
- Outreach Efforts for Employment and Training
- Outreach Efforts for Contracting
- Section 3 Contracting Policy and Procedure
- Section 3 Provisions/Contract Language
- Reporting Requirements
- Monthly Reporting
- Annual Reporting
- Reporting on Projects with Multiple Funding Sources
- Internal Section 3 Complaint Procedure
- Appendices

Overview of Section 3 Requirements

WHAT IS SECTION 3?

Section 3 is a provision of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) that is regulated by the provisions of 24 CFR 75. Section 3 regulations ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.

PURPOSE OF THIS DOCUMENT

This plan outlines how Tioga County and its subrecipients, contractors and subcontractors will comply with HUD's Section 3 requirements in implementing Tioga County's HUD funded programs. Tioga County will, to the greatest extent feasible, ensure that employment and other economic opportunities are directed to low- and very low-income persons (Section 3 workers and Targeted Section 3 workers) and to eligible businesses (Section 3 Businesses) and requires the same of its contractors.

Tioga County may amend its Section 3 Policies and Procedures document as necessary to ensure continued compliance with HUD's requirements and/or to reflect updated Section 3 guidance and outreach strategies.

APPLICABILITY

For public housing financial assistance, all funding is covered, regardless of the amount of expenditure or size of a contract. This plan applies to development assistance, operating funds, capital funds, and all mixed-finance development.

For housing and community development financial assistance, this plan applies to housing rehabilitation, housing construction, and other public construction projects that exceed \$200,000 or more of housing and community development financial assistance from one or more HUD programs. Applicability is determined at the project level.

For projects funded with Lead and Hazard Control and Healthy Homes Programs, this plan applies to projects that exceed \$100,000.

This plan also applies to projects that include multiple funding sources. Multiple funding source projects include projects that include public housing financial assistance, housing and community development financial assistance for single or multiple recipients, and the Lead Hazard Control and Healthy Homes Program.

Section 3 requirements **do not** apply to: 1) Material Supply Contracts - § 75.3(b), 2) Indian and Tribal Preferences - § 75.3(c), and 3) Other HUD assistance and other

Federal assistance not subject to Section 3 §75.3 (d). However, for financial assistance that is not subject to Section 3, recipients are encouraged to consider ways to support the purpose of Section 3.

Section 3 Coordinator

Tioga County's Section 3 Coordinator serves as the central point of contact for Section 3 compliance for Tioga County's and its subrecipients, contractors and subcontractors supporting the program. Subrecipients, contractors, subcontractors and others are encouraged to reach out to Tioga County's Section 3 Coordinator with questions regarding Section 3 compliance.

Employment, Training, and Contracting Goals

SAFE HARBOUR COMPLIANCE

Tioga County will be considered to have complied with the Section 3 requirements and met safe harbour, if they certify that they followed the required prioritization of effort and met or exceeded the Section 3 benchmarks, absent evidence of the contrary.

Prior to the beginning of work, contractors and subcontractors will be required to certify that they will follow the required prioritization of effort for Section 3 workers, Targeted Section 3 workers, and Section 3 business concerns as outlined below in [section C](#). After completion of the project, on the Section 3 Cumulative Report, contractors and subcontractors will be required to certify that they followed the prioritization of effort requirements.

If the contractor and subcontractor does not meet the safe harbour requirements, they must provide evidence that they have made qualitative efforts to assist low- and very low-income persons with employment and training opportunities.

SAFE HARBOUR BENCHMARKS

Tioga County has established employment and training goals that subrecipients, contractors, and subcontractors should meet in order to comply with Section 3 requirements outlined in 24 CFR Part 75.9 - for public housing financial assistance or 24 CFR Part 75.19 - for housing and community development financial assistance. The safe harbour benchmark goals are as follows:

(for public housing financial assistance)

- 1) Twenty-five (25) percent or more of the total number of labor hours worked by all workers employed with public housing financial assistance in the PHA's fiscal year are Section 3 workers;
Section 3 Labor Hours/Total Labor Hours = 25%

And

- 2) Five (5) percent or more of the total number of labor hours worked by all workers employed with public housing financial assistance in the PHA's fiscal year are Targeted Section 3 workers, as defined at 24 CFR Part 75.11.
Targeted Section 3 Labor Hours/Total Labor Hours = 5%

(for housing and community development financial assistance)

- 1) Twenty-five (25) percent or more of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers;
Section 3 Labor Hours/Total Labor Hours = 25%

And

- 2) Five (5) percent or more of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers, as defined at 24 CFR Part 75.21.
Targeted Section 3 Labor Hours/Total Labor Hours = 5%

HUD establishes and updates Section 3 benchmarks for Section 3 workers and/or Targeted Section 3 workers through a document published in the Federal Register, not less frequently than once every 3 years. Given that the Section 3 benchmarks are subject to change every three years or sooner, Tioga County will review and update the Section 3 Plan every 3 years or as needed.

It is the responsibility of contractors to implement efforts to achieve Section 3 compliance. Any contractor that does not meet the Section 3 benchmarks must demonstrate why meeting the benchmarks were not feasible. All contractors submitting bids or proposals to Tioga County are required to certify that they will comply with the requirements of Section 3.

CERTIFICATION OF PRIORITIZATION OF EFFORT FOR EMPLOYMENT, TRAINING, AND CONTRACTING

EMPLOYMENT AND TRAINING

Under the Tioga County's Section 3 Program, contractors and subcontractors should make best efforts to provide employment and training opportunities to Section 3 workers in the priority order listed below:

(for public housing financial assistance)

- 1) To residents of the public housing projects for which the public housing financial assistance is expended;

- 2) To residents of other public housing projects managed by the PHA that is providing the assistance or for residents of Section 8-assisted housing managed by the PHA;
- 3) To participants in YouthBuild programs; and
- 4) To low- and very low-income persons residing within the metropolitan area (or non-metropolitan county) in which the assistance is expended.

(for housing and community development financial assistance)

Provide employment and training opportunities to Section 3 workers within the metropolitan area (or non-metropolitan county) in which the project is located in the priority order listed below:

- 1) Section 3 workers residing within the service area or the neighborhood of the project, and
- 2) Participants in YouthBuild programs.

Contractors and subcontractors will be required to certify that they will and have made best efforts to follow the prioritization of effort requirements prior to the beginning work and after work is completed.

CONTRACTING

Under the Tioga County's Section 3 Program, contractors and subcontractors must make their best efforts to award contracts and subcontracts to business concerns that provide economic opportunities to Section 3 workers in the following order or priority:

(for public housing financial assistance)

- 1) Section 3 business concerns that provide economic opportunities for residents of public housing projects for which the assistance is provided;
- 2) Section 3 business concerns that provide economic opportunities for residents of other public housing projects or Section-8 assisted housing managed by the PHA that is providing assistance;
- 3) YouthBuild programs; and
- 4) Section 3 business concerns that provide economic opportunities to Section 3 workers residing within the metropolitan area (or non-metropolitan county) in which the assistance is provided.

(for housing and community development financial assistance)

- 1) Business concerns that provide economic opportunities to Section 3 workers residing within the metropolitan area (or non-metropolitan county) in which assistance is located in the following order of priority (*where feasible*):
 - a) Section 3 business concerns that provide economic opportunities to Section 3 workers residing within the service area or the neighborhood of the project; and
 - b) YouthBuild programs.

Contractors and subcontractors will be required to certify that they will and have made best efforts to follow the prioritization of effort requirements prior to the beginning work and after work is completed.

Section 3 Eligibility and Certifications

Individuals and businesses that meet Section 3 criteria may seek Section 3 preference from Tioga County or its contractors/subcontractors for training, employment, or contracting opportunities generated by public housing financial assistance or housing and community development financial assistance. To qualify as a Section 3 worker, Targeted Section 3 worker or a Section 3 business concern, each must self-certify that they meet the applicable criteria.

Businesses who misrepresent themselves as Section 3 business concerns and report false information to Tioga County may have their contracts terminated as default and be barred from ongoing and future considerations for contracting opportunities.

SECTION 3 WORKER AND TARGETED SECTION 3 WORKER CERTIFICATION

A Section 3 worker seeking certification shall submit self-certification documentation to the recipient contractor or subcontractor, that the person is a Section 3 worker or Targeted Section 3 worker as defined in 24 CFR Part 75. For the purposes of Section 3 worker eligibility, Tioga County will use individual income rather than family/household income to determine eligibility. The income limits will be determined annually using the guidelines published at <https://www.huduser.org/portal/datasets/il.html>.

Persons seeking the Section 3 worker preference shall demonstrate that it meets one or more of the following criteria currently or when hired within the past five years, as documented:

- 1) A low- or very low-income resident (the worker's income for the previous or annualized calendar year is below the income limit established by HUD); or
- 2) Employed by a Section 3 business concern; or
- 3) A YouthBuild participant.

Persons seeking the Targeted Section 3 worker preference shall demonstrate that it meets one or more of the following criteria:

(for public housing financial assistance)

- 1) Employed by a Section 3 business concern or
- 2) Currently meets or when hired met at least one of the following categories as documented within the past five years:
 - a) A resident of public housing; or
 - b) A resident of other public housing projects or Section 8-assisted housing; or
 - c) A YouthBuild participant.

(for housing and community development assistance)

- 1) Employed by a Section 3 business concern; or
- 2) Currently meets or when hired met at least one of the following categories as documented within the past five years:
 - a) Living within the service area or the neighborhood of the project, as defined in 24 CFR Part 75.5; or
 - b) A YouthBuild participant.

Section 3 workers and Targeted Section 3 workers who are seeking preference in training and employment must submit the Section 3 Worker and Targeted Section 3 Worker Certification Form. The certification procedure will consist of the following:

PROJECTS INVOLVING MULTIPLE SOURCES OF FUNDING

In cases where Section 3 covered projects include multiple sources of funds, including public housing financial assistance and housing and community development assistance, Public Housing Authorities must follow the definition of Targeted Section 3 worker and priorities as outlined in subpart B of Part 75. For housing and community development financial assistance, Tioga County may follow either subpart B or subpart C of Part 75.

In cases where Section 3 covered projects include multiple housing and development funding sources (financial assistance) from single or multiple recipients, Tioga County will follow subpart C of Part 75. Refer to chart in [Appendix B](#).

SECTION 3 BUSINESS CONCERN CERTIFICATION

Tioga County should encourage contractors and subcontractors to make best efforts to award contracts and subcontracts to Section 3 business concerns.

Businesses that believe they meet the Section 3 Business requirements may self-register in the HUD Business registry, here: <http://www.hud.gov/Sec3Biz>. Businesses may seek Section 3 Business Concern preference by demonstrating that it meets one or more of the following criteria:

- 1) At least 51 percent of the business is owned and controlled by low- or very low-income persons; or
- 2) At least 51 percent of the business is owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing; or
- 3) Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers.

Businesses that seek Section 3 preference shall certify, or demonstrate to Tioga County, contractors or subcontractors, that they meet the definitions provided in the above. Businesses may demonstrate eligibility by submitting the Section 3 Business Concern Certification Form.

Section 3 Business Concern Certification Forms must be submitted at the time of bid/proposal. If Tioga County previously approved the business concern to be Section 3 certified, then the certification can be submitted along with the bid, as long as the form is submitted within the prescribed expiration date. The Section 3 Business Concern Certification Form will expire after 12 months. Establishing a 12-month certification of eligibility period allows Tioga County the ability to assess contractor performance to ensure the business is striving to meet the required goals.

Assisting Contractors with Achieving Section 3 Goals

In an effort to assist contractors with meeting or exceeding the Section 3 goals, Tioga County will do the following:

- 1) Share Section 3 Plan with contractors and subcontractors and explain policies and procedures.
- 2) Require contractors wishing to submit a bid/offer/proposal to attend pre-bid meeting.
- 3) Require contractor to sign the Section 3 Plan at pre-construction conference.
- 4) Review Section 3 benchmarks and prioritization of effort with contractors and subcontractors to ensure that the goals are understood. It is not intended for contractors and subcontractors to terminate existing employees, but to make every effort feasible to meet Section 3 benchmark goals by utilizing

existing qualified workforce and by considering qualified eligible Section 3 workers and Targeted Section 3 workers (per the prioritization of effort outlined in Section #3) before any other person, when hiring additional employees is needed to complete proposed work to be performed with a HUD program.

- 5) At the time of bid, require the contractor to present a list, of the number of total labor hours, Section 3 worker labor hours, and Targeted Section 3 worker labor hours expected to be generated from the initial contract and a list of projected number of available positions, to include job descriptions and wage rates.
- 6) Maintain a local Section 3 worker/Targeted Section 3 worker database and provide the contractor with a list of interested and qualified Section 3 workers and Targeted Section 3 workers and contact information.
- 7) Inform contractors about the HUD Section 3 Opportunity Portal <https://hudapps.hud.gov/OpportunityPortal/>
- 8) Require contractors to notify Section 3 Coordinator of their interests regarding employment of Section 3 workers prior to hiring.
- 9) Encourage local business to register on the HUD Business Registry and direct contractors to the HUD Section 3 Business Registry <https://www.hud.gov/section3businessregistry>
- 10) Leverage Tioga County's communication outlets (social media, website, etc.) to effectively communicate employment and contracting opportunities that arise.
- 11) Require contractors to submit a list of core employees (including administrative, clerical, planning and other positions pertinent to the construction trades) at the time of contract award.

Section 3 Outreach

OUTREACH EFFORTS FOR EMPLOYMENT AND TRAINING

In order to educate and inform workers and contractors, Tioga County's Section 3 Coordinator will be prepared to provide training and technical assistance on a regular basis per program guidelines. When training opportunities are available, contractors and subcontractors should, to the greatest extent feasible:

- 1) Notify the Section 3 Coordinator when training opportunities are available.
- 2) Provide information/handouts about Section 3 training opportunities to potential Section 3 workers and Targeted Section 3 workers.
- 3) Conduct an annual training for Section 3 workers and Section 3 businesses.

Contractors and subcontractors should employ several active strategies to notify Section 3 workers and Targeted Section 3 workers of Section 3 job opportunities, including:

- 1) Clearly indicating Section 3 eligibility on all job postings with the following statement: "This job is a Section 3 eligible job opportunity. We encourage applications from individuals that are low income and/or live in Public Housing and/or receive a Section 8 voucher";
- 2) Including the Section 3 Worker and Targeted Section 3 Worker Self-Certification Form in all job postings
- 3) Working with the Section 3 Coordinator to connect Section 3 worker and Targeted Section 3 workers in Tioga County's database with opportunities and/or utilize the Section 3 Opportunity Portal to find qualified candidates
- 4) Establishing a current list of Section 3 eligible applicants
- 5) Contacting local community organizations and provide them with job postings for Section 3 eligible applicants
- 6) Coordinating a programmatic ad campaign, which results in widespread job posting across diverse ad networks including:
 - a) Advertising job opportunities via social media, including LinkedIn and Facebook;
 - b) Advertising job opportunities via flyer distributions and mass mailings and posting ad in common areas of housing developments and all public housing management offices; and
 - c) Contacting resident councils, resident management corporations, and neighborhood community organizations to request their assistance in notifying residents of available training and employment opportunities.

OUTREACH EFFORTS FOR CONTRACTING

When contracting opportunities arise in connection with the HUD program, Tioga County will employ the following strategies to notify Section 3 Business Concerns of Section 3 contracting opportunities, including but not limited to:

- 1) Adding Section 3 language to all RFPs, procurement documents, bid offerings and contracts.
- 2) Coordinating mandatory pre-bid meetings to inform Section 3 Business Concerns of upcoming contracting opportunities. The Section 3 Coordinator will participate in these meetings to explain and answer questions related to Section 3 policy.

- 3) Advertising contracting opportunities in local community papers and notices that provide general information about the work to be contracted and where to obtain additional information.
- 4) Providing written notice of contracting opportunities to all known Section 3 Business Concerns. The written notice will be provided in sufficient time to enable business concerns the opportunity to respond to bid invitations.
- 5) Coordinating with the prime contractor to publicize contracting opportunities for small businesses.
- 6) Coordinating with Tioga County Departments and all other business assistance agencies and contractor associations to inform them of contracting opportunities and request their assistance in identifying Section 3 business concerns. Could include local community development organizations, business development agencies (Chamber of Commerce), and minority contracting associations.
- 7) Connecting Section 3 business concerns with resources to support business development to assist in obtaining contracting opportunities (e.g., bonding and insurance assistance, etc.). Contractors will also be encouraged to collaborate with Tioga County as subcontracted opportunities arise in an effort to notify eligible Section 3 business concerns about the contracting opportunities.

Section 3 Contracting Policy and Procedure

Tioga County will incorporate Section 3 in its existing Procurement Policy and adopt a Section 3 Contracting Policy and Procedure to be included in all procurements generated for use with HUD funding. This policy and procedure contain requirements for making efforts to award contracts to Section 3 Business Concerns.

All contractors/businesses seeking Section 3 preference must, before submitting bids/proposals to Tioga County will be required to complete certifications, as appropriate. Such certifications shall be adequately supported with appropriate documentation as referenced in the Section 3 Business Concern Certification Form.

Section 3 Provisions/Contract Language

Tioga County will include standard Section 3 language in all of its contracts to ensure compliance with regulations in 24 CFR Part 75. Tioga County will take appropriate actions upon finding that a contractor is in violation of 24 CFR Part 75 and does not knowingly contract with any contractor that has been found in violation of the Section 3 regulations. On a periodic basis the Section 3 Coordinator will audit Tioga County contractors for compliance with the minimum Section 3 requirements outlined in the Section 3 Plan.

In addition, contractors and subrecipients are required to include language in all Section 3 covered contracts or agreements for subcontractors to meet the requirements of 24 CFR Part 75.9 (for public housing financial assistance) or 24 CFR Part 75.19 (for housing and community development financial assistance).

For businesses, non-compliance with HUD's regulations in 24 CFR part 75 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

Reporting Requirements

For Section 3 covered contracts, contractors must submit the Section 3 Performance and Summary Report to Tioga County's Section 3 Coordinator on a monthly basis, and the annual reporting requirement set forth in that form's instructions.

MONTHLY REPORTING

- 1) Contractors are required to submit monthly activity reports to Tioga County's Section 3 Coordinator by the 25 day of each month.

ANNUAL REPORTING

- 1) Once a project is completed, contractors must submit a final Section 3 cumulative report for the program year.
- 2) Upon the completion of a project, Tioga County's Section 3 Coordinator will conduct a final review of the project's overall performance and compliance.
- 3) Tioga County's Section 3 Coordinator will submit the Section 3 data into the Section 3 reporting portal to HUD at the required reporting period.

REPORTING ON PROJECTS WITH MULTIPLE FUNDING SOURCES

- 1) For Section 3 projects that include public housing financial assistance and housing and community development financial assistance, Tioga County and its subrecipients, contractors and subcontractors will report on the project as a whole and will identify the multiple associated recipients.
- 2) For projects assisted with funding from multiple sources of housing and community development assistance that exceed the thresholds of \$200,000 and \$100,000 for Lead Hazard Control and Healthy Homes Programs (LHCHH), Tioga County will follow subpart C of Part 75 and will report to the applicable HUD program office, as prescribed by HUD. Note: LHCHH assistance is not included in calculating whether the assistance exceeds the \$200,000 threshold. HUD public housing financial assistance and HUD housing and community development financial assistance is not included in

calculating whether the assistance exceeds the LHCHH \$100,000 threshold. Refer to chart in [Appendix B](#).

Internal Section 3 Complaint Procedure

In an effort to resolve complaints generated due to non-compliance through an internal process, Tioga County encourages submittal of such complaints to its Section 3 Coordinator as follows:

- 1) Complaints of non-compliance should be filed in writing and must contain the name of the complainant and brief description of the alleged violation of 24 CFR Part 75.
- 2) Complaints must be filed within 180 calendar days after the complainant becomes aware of the alleged violation.
- 3) An investigation will be conducted if complaint is found to be valid. Tioga County will conduct an informal, but thorough investigation affording all interested parties, if any, an opportunity to submit testimony and/or evidence pertinent to the complaint.
- 4) Tioga County's Section 3 Coordinator will provide written documentation detailing the findings of the investigation. The County Attorney will review the findings for accuracy and completeness before it is released to complainants. The findings will be made available no later than 30 days after the filing of complaint. If complainants wish to have their concerns considered outside of Tioga County a complaint may be filed with:

The HUD program office responsible for the public housing financial assistance or the Section 3 project, or to the local HUD field office. These offices can be found through the HUD website, www.hud.gov/.

Complainants may be eligible to bring complaints under other federal laws. The U.S. Equal Employment Opportunity Commission (EEOC) is responsible for enforcing federal laws that make it illegal to discriminate against a job applicant or an employee because of the person's race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability or genetic information (medical history or predisposition to disease). For more information about complainant rights, please contact EEOC at: www.EEOC.gov.

The Department of Labor Office of Federal Contract Compliance Programs (OFCCP) enforces, for the benefit of job seekers and wage earners, the contractual promise of affirmative action and equal employment opportunity required of those who do business with the Federal government. More information about the services they provide can be obtained at: <http://www.dol.gov/ofccp/>.

Appendices

APPENDIX A: DEFINITIONS

The terms *HUD*, *Public housing*, and *Public Housing Agency (PHA)* are defined in 24 CFR Part 5.

The following definitions also apply to 24 CFR Part 75 HUD's Economic Opportunities for Low-and Very Low-Income Persons:

1937 Act means the United States Housing Act of 1937, 42 U.S.C. 1437 *et seq.* activities related to *Public Housing*

Contractor means any entity entering into a contract with:

(1) A recipient to perform work in connection with the expenditure of public housing financial assistance or for work in connection with a Section 3 project; or

(2) A subrecipient for work in connection with a Section 3 project.

Labor hours means the number of paid hours worked by persons on a Section 3 project or by persons employed with funds that include public housing financial assistance.

Low-income person means a person as defined in Section 3(b)(2) of the 1937 Act, at or below 80% AMI. Note that Section 3 worker eligibility uses individual income rather than family/household income.

Material supply contracts means contracts for the purchase of products and materials, including, but not limited to, lumber, drywall, wiring, concrete, pipes, toilets, sinks, carpets, and office supplies.

Professional services means non-construction services that require an advanced degree or professional licensing, including, but not limited to, contracts for legal services, financial consulting, accounting services, environmental assessment, architectural services, and civil engineering services.

Public housing financial assistance means assistance as defined in 24 CFR Part 75.3(a)(1).

Public housing project is defined in 24 CFR 905.108.

Recipient means any entity that receives directly from HUD public housing financial assistance or housing and community development assistance that funds Section 3 projects, including, but not limited to, any State, local government, instrumentality, PHA, or other public agency, public or private nonprofit organization.

Section 3 means Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

Section 3 business concern means:

(1) A business concern meeting at least one of the following criteria, documented within the last six-month period:

(i) It is at least 51 percent owned and controlled by low- or very low-income persons;

(ii) Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers; or

(iii) It is a business at least 51 percent owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

(2) The status of a Section 3 business concern shall not be negatively affected by a prior arrest or conviction of its owner(s) or employees.

(3) Nothing in this part shall be construed to require the contracting or subcontracting of a Section 3 business concern. Section 3 business concerns are not exempt from meeting the specifications of the contract.

Section 3 Coordinator is person tasked with overseeing all Section 3 responsibilities for the PHA/CD office.

Section 3 project means a project defined in 24 CFR Part 75.3(a)(2).

Section 3 worker means:

(1) Any worker who currently fits or when hired within the past five years fit at least one of the following categories, as documented:

(i) The worker's income for the previous or annualized calendar year is below the income limit established by HUD.

(ii) The worker is employed by a Section 3 business concern.

(iii) The worker is a YouthBuild participant.

(2) The status of a Section 3 worker shall not be negatively affected by a prior arrest or conviction.

(3) Nothing in this part shall be construed to require the employment of someone who meets this definition of a Section 3 worker. Section 3 workers are not exempt from meeting the qualifications of the position to be filled.

Section 8-assisted housing refers to housing receiving project-based rental assistance or tenant-based assistance under Section 8 of the 1937 Act.

Service area or the neighborhood of the project means an area within one mile of the Section 3 project or, if fewer than 5,000 people live within one mile of a Section 3 project, within a circle centered on the Section 3 project that is sufficient to encompass a population of 5,000 people according to the most recent U.S. Census.

Small PHA means a public housing authority that manages or operates fewer than 250 public housing units.

Subcontractor means any entity that has a contract with a contractor to undertake a portion of the contractor's obligation to perform work in connection with the expenditure of public housing financial assistance or for a Section 3 project.

Subrecipient has the meaning provided in the applicable program regulations or in 2 CFR 200.93.

Targeted Section 3 worker has the meanings provided in 24 CFR Part 75.11, 75.21, or 75.29, and does not exclude an individual that has a prior arrest or conviction.

Very low-income person means the definition for this term set forth in section 3(b)(2) of the 1937 Act (at or below 50% AMI).

YouthBuild programs refers to YouthBuild programs receiving assistance under the Workforce Innovation and Opportunity Act (29 U.S.C. 3226).

APPENDIX B: MULTIPLE FUNDING SOURCES - CHART

TYPE OF FINANCIAL ASSISTANCE	DEFINITIONS *TARGETED SECTION 3 WORKER	THRESHOLDS	PRIORITIZATION	REPORTING
Public Housing and Housing and Community Development	PHA – must follow subpart B of Part 75 HCD – may follow subpart B or C of Part 75	None *Any amount of PH assistance triggers Section 3	PHA – must follow subpart B of Part 75 HCD – may follow subpart B or C of Part 75	PHA – must follow subpart B of Part 75 HCD – may follow subpart B or C of Part 75 Both - Must report on project as a whole and identify the multiple associated recipients
Multiple Sources of Housing and Community Development <i>(single or multiple recipients)</i>	Must follow subpart C of Part 75	Exceeds \$200,000 for Section 3 projects *LHCHHP exceeds \$100,000	Must follow subpart C of Part 75	Must follow subpart C of Part 75 Must report on project as a whole and identify the multiple associated recipients Must report to the applicable HUD program office, as prescribed by HUD

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION
PERSONNEL COMMITTEE

RESOLUTION NO. 47-23 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES,
SUBSECTION T. ENTITLED
TIOGA COUNTY REMOTE WORK POLICY

WHEREAS: The Tioga County Legislature adopted Resolution No. 265-21 on November 9, 2021, establishing a new policy entitled Tioga County Remote Work supporting the use of remote worksites for a portion of the standard workweek and allowing Department Heads to implement Remote Work Arrangements for eligible Management/Confidential employees, where appropriate; and

WHEREAS: Tioga County's current policy established and identified the rules and procedures for the use of remote worksites as a pilot program effective January 1, 2022 – December 31, 2023, for eligible Management/Confidential staff as deemed appropriate by their Department Head; and

WHEREAS: The Tioga County Remote Work Policy-Pilot Program has been revised in its entirety to include eligible CSEA staff as deemed appropriate by their Department Head and will supersede the existing policy; and

WHEREAS: The current Remote Work Policy is set to expire on December 31, 2023; therefore be it

RESOLVED: That the revised Remote Work Policy continues as a pilot program set to expire on December 31, 2023, unless otherwise expanded; and be it further

RESOLVED: That the Remote Work Policy-Pilot Program is hereby renamed, amended, and replaced in its entirety as follows:

SECTION IV. – PERSONNEL RULES

Tioga County Remote Work Policy-Pilot Program

I. PURPOSE

To establish a policy and procedures to allow, where appropriate, the use of remote worksites in order to attract and retain a diverse and talented work force and improve productivity among employees. Tioga County supports the use of

remote worksites for a portion of the standard workweek and allows Department Heads to implement Remote Work Arrangements where appropriate, for eligible employees.

This policy does not apply in situations where an employee is seeking a reasonable accommodation in relation to a disability or injury. Such requests should be considered in light of the applicable policy in relation to the request.

II. ORGANIZATIONS AFFECTED

Applicable to all Tioga County departments where a remote worksite is feasible and appropriate, as determined by the Department Head.

III. DEFINITIONS

- A. "Centrally Located Worksite" means the Tioga County worksite where the employee would be required to work if they were not remote working.
- B. "Remote Work Agreement" means a Remote Work Arrangement has been agreed to by the Department Head and employee for the employee to work one or two days each work week from a non-County location instead of commuting to the employee's centrally located worksite. No more than the equivalent of two days per week may be worked from a remote worksite. For those employees with a 35-hour work week, two days shall mean 14 hours. For those employees with a 40-hour work week, two days shall mean 16 hours.
- C. "Remote Work Location" means the non-County site where the employee intends to perform County work.
- D. "Voluntary" means employees choose an alternative working arrangement.

IV. POLICY

A. General Remote Work Standards and Requirements

1. This Remote Work Policy shall supersede all prior and/or existing Telecommute guidelines.
2. Remote Work Arrangements may be implemented where appropriate and approved by the Department Head for eligible employees. Remote Work Arrangements may be made in recognition of the positive personal and organizational impacts of such arrangements, including increased workplace flexibility and increased productivity.
3. While Remote Work Arrangements are available to both Management/Confidential and CSEA members, they are not appropriate for all employees and roles. No employee is entitled to, nor guaranteed the opportunity to have a Remote Work Arrangement. Said schedules are not a universal employee benefit; employees do not have

the “right” to Remote Work Arrangements, nor do employees have a right to an indefinite remote work arrangement. Offering the opportunity for a Remote Work Arrangement is at the discretion of the employee’s Department Head. All Remote Work Arrangements must meet the criteria in this policy and may be terminated by the Department Head. The Department Head may terminate a Remote Work Arrangement at any time should they determine the arrangement is not being adhered to or is no longer in the best interest of their department.

4. An employee wishing to request a Remote Work Arrangement shall submit a written request to his/her Department Head. Again, employees seeking a reasonable accommodation in relation to a disability or religion should submit the appropriate forms under the applicable policy. A determination on a Remote Work Arrangement must be issued in writing by the Department Head. Any changes, other than termination of the arrangement, to the written arrangement must also be documented in writing and the Department Head’s determination issued in writing.
5. Department Heads should routinely evaluate the effectiveness of an employee’s alternative work agreement, minimally every three months. Remote Work Agreements will be reviewed each December for renewal the following January. At the expiration of a Remote Work Agreement, the employee may request renewal of the arrangement. **The Remote Work Agreement can be found on the County’s Intranet under “Employee Handbook – EH Forms”.** The request to renew the arrangement must be made in writing.
6. The Department Head will evaluate and adjust Remote Work Arrangements as needed to meet the organizational and workload needs. Adjustments may be made at any time during the agreement, subject to Department Head approval.
7. Should a conflict arise between two or more employees concerning a Remote Work Arrangement, the Department Head shall have final authority to resolve the matter.
8. The business of the County will take precedence over remote workdays. Employees may, at the discretion of their immediate supervisor or Department Head, be called to work with 4 hours’ notice to their centrally located worksite on their remote workday during their regular work hours to meet workload or operational requirements. Employees will be expected to complete their remote work during their approved

- work schedule. Approved schedules and any deviations of these for remote work must be approved in advance by the Department Head.
9. Department Head determinations regarding Remote Work Arrangements will not be “greivable” as per the Memorandum of Understanding with the CSEA (*note: MOU to be developed*).
 10. When an employee engaged in a Remote Work Agreement comes into their centrally located worksite, the time traveling from the employee's home to the centrally located worksite will be treated as regular commuting time and the employee's travel time will not be counted as hours worked, nor will the employee's mileage be reimbursed. **On-Call Employees are exempt from this (A. #10) and are to comply with their department procedures.**
 11. The essential duties, obligations, and responsibilities of an employee who remote works are the same as employees at the centrally located worksite. Employees must be available to communicate with those whom he/she normally conducts business (e.g., supervisor, clients/the public, co-workers, etc.) by phone and email while remote working. Employees must respond to inquiries in the same fashion and within the same timeframes, as if she/he were in the office. In-person meetings must not be delayed because of remote work scheduling. Furthermore, employees are not allowed to meet with County clients at their remote work locations unless expressly authorized to do so by their Department Head.
 12. A set procedure and schedule for regular communication between a remote working employee, staff, and clients must be identified in the Remote Work Agreement. For all employees, the Remote Work Agreement must indicate the hours that the remote working employee will be available to be reached by staff and clients. The Department Head may also outline specific job assignments and expectations of the remote working employee. Work schedules and variations are subject to Department Head approval.
 13. Work hours, overtime compensation, and annual leave schedule must conform to state and federal law and the County policies. Requests to work overtime or use leave time must first be approved by the Department Head/Supervisor in the same manner as when working in the office. If the employee is sick and unable to work, he/she must follow the same policy/procedure as employees at the centrally located worksite and notify his/her supervisor in accordance with county policy/collective

bargaining agreement. Employees are to adhere to the lunch break language found in their collective bargaining agreement, and must take a lunch break, as outlined therein.

14. Employees must record and report all their time accurately. Department Heads must either develop their own preferred mechanism for accountability of remote work (daily or weekly) or the employee will complete the County's *Tele-work Weekly Log*. **This form can be located on the County's Intranet under "Employee Handbook – EH Forms"**.
15. Employees who remote work are expected to be working during their Remote Work schedule, without the availability of a direct supervisor during non-standard hours of operation. Personal, vacation, and any other leave time scheduled during a Remote Work employee's scheduled workday must be arranged in the same manner as employees at the centrally located worksite. Telework is not an alternative to utilization of leave time.
16. The Remote Work employee's salary, retirement, and benefits are the same as if the employee were working at the centrally located worksite.
17. While working remotely, responsibilities and tasks need to be completed with the same importance and attention as they would if they were tended to in the centrally located worksite. Non-work-related interruptions must be kept to a minimum. Remote working shall not be used as a substitute for dependent child or elder care. Employees who remote work are expected to make dependent or childcare arrangements during the period they will be working. Remote working is not intended to enable employees to conduct personal or non-County business while on County time.
18. Employees who remote work may be covered by workers' compensation for job-related injuries occurring during their defined work period. Any claim received will be reviewed on its merit and in accordance with the Workers' Compensation Law. The employee is responsible for maintaining a safe and ergonomic remote working environment, including the work area, bathroom, and other areas that may be necessary for use during the Remote Work Arrangement. Workers' compensation will not apply to non-job-related injuries that occur at the remote work site. The employee remains responsible for injuries to third parties and/or members of the employee's family on the employee's premises. Tioga County will not be responsible for injuries to third parties or members of the employee's family that occur on the

employee's premises and employee will hold the County harmless for injury to others at the remote worksite.

19. In the event of a job-related incident, accident or injury during remote working hours, the employee shall report the incident to their supervisor as soon as possible but no longer than 24 hours after and follow established procedures to report and investigate workplace incidents, accidents, or injuries.
20. The employee must allow inspections of the employee's work area(s), home office, or other relevant location to be conducted by the County or its agent if a job-related incident, accident, or injury has occurred.
21. Remote working employees shall not hold in-person business meetings with internal or external clients, customers, or colleagues at their remote worksite.
22. Employees shall not conduct any unauthorized external (non-County) work during their remote work schedule.
23. The employee shall participate in any County-sponsored remote working and/or technology training as requested by the employee's supervisor or Department Head.
24. The employee shall participate as requested in any County evaluation of the remote working arrangement.
25. Violations of this policy may result in rescission of a telework agreement, as well as potential disciplinary action.

B. Remote Work Arrangement Eligibility:

1. Characteristics of the employee will include a demonstrated conscientiousness about work time and productivity, self-motivation and ability to work well alone. The employee communicates effectively with supervisors, co-workers, support staff and clients. The employee operates computer or other equipment independently, to the degree that will be required to work from their home or during non-supervised periods. The employee must be performing currently at an overall satisfactory level or above in their position.
2. An employee's work must be of a nature that face-to-face interaction with internal or external customers or project workgroups is minimal and/or the employee's tasks can be performed successfully away from the centrally located worksite.
3. The need for specialized material or equipment in order to remote work should be minimal. Employees interested in Remote Work must already

have a safe and ergonomic home office environment or work area and the primary materials and equipment needed at their home in order to remote work.

4. Employees must have completed a reasonable amount of employment to be assessed by Department Head to be a successful candidate for a Remote Work Arrangement.
5. Each Department Head will establish criteria for worker and role eligibility for potential Remote Work Agreement.
6. Employee must have appropriate dependent care arrangements that allow the employee to work without distraction and mitigate undue interruption, which could impact productivity.
7. Employees in a training capacity or providing hands-on service will not normally be eligible to participate in a Remote Work Arrangement program.
8. Employees with attendance or tardiness issues will not be eligible.
9. Employees who have been counseled or disciplined within the two years immediately preceding the request for Remote Work Arrangement will not be eligible.
10. Meeting the above eligibility criteria does not guarantee that an employee will be approved for a Remote Work Arrangement. Operational and organizational needs may preclude an employee's Request from being approved.

C. Hardware, Software and Supplies:

1. Employee is responsible for providing computer, laptop or tablet approved by Information Technology as well as workspace, phone, networking and/or internet capabilities at the remote work location and shall not be reimbursed by the County for these or related expenses. Special circumstances may arise and will be reviewed by the Department Head. (*Arrangements made prior to effective date of this policy may remain in effect with approval from Department Head). Internet access is expected to be reliable and secure, and meet the bandwidth needed for the job.
2. The need for specialized material or equipment in order to remote work should be minimal. The County may provide equipment (hardware and/or software) and services (such as technical support) if it is approved in advance by the employee's Department Head and the Chief Information Officer.

3. Department expenses incurred in the implementation and execution of remote work arrangements require the approval of the Department Head. If County equipment is provided to the employee, the employee is responsible for seeing that the equipment is properly used in compliance with County IT policy and returned in working order to the County upon conclusion of the Remote Work Arrangement.
4. Standard office supplies (such as paper and pens) will be provided by the County and should be obtained by the employee at the centrally located worksite. Out-of-pocket expenses for supplies normally available at the centrally located worksite will not be reimbursed. Office furniture will not be provided to employees who remote work.
5. Employees who remote work are subject to the same internal County policies regarding the use of County-provided equipment (hardware and/or software) and services as that of employees at the centrally located worksite.
6. Employees who remote work shall not allow anyone, except County employees, to use or access County-provided equipment (including hardware, software, chargers, storage devices) and services.
7. Employees are prohibited from accessing the County network using a public access computer.
8. **HARDWARE:** New or existing computer equipment may be provided on an as-needed basis to staff by the County if approved in advance by the employee's Department Head and the Chief Information Officer. Staff working remotely will be permitted to use personal computer equipment to access the County data or network. All County owned hardware equipment and devices must be returned to the County as soon as the remote working agreement has ended, or when the equipment is no longer needed to perform related work activities.
9. The County will provide routine maintenance and repairs for County owned computers and equipment. The County will try and perform maintenance remotely, however, to complete necessary maintenance it may be required that the staff member bring their device back to the worksite or internal network. Staff can request technical support for County computer devices by sending an email to the Tioga County Helpdesk. County IT staff will not visit the employee's remote work location to provide service onsite.

10. **SOFTWARE:** Employees must conform to the County's software standards. Department Heads will consult with Information Technology staff to ensure that the software needed conforms to the County's software policies.
11. Remote access to the County's network may be provided to the employee at the discretion of the employee's Department Head and with the approval of the Chief Information Officer or designee. If the County's remote access system includes internet access or other dial-in services, the employee may only use the County provided internet access or other dial-in services in a manner consistent with that of employees at the centrally located worksite. Employees who remote work are subject to the same internal County policies regarding the use of County provided equipment, software and services as that of employees at the centrally located worksite.
12. The County may purchase software for installation on County-provided equipment if approved in advance by the employee's Department Head and the Chief Information Officer or designee.
13. Employees may forward their County phone extension to their remote work site during Remote Work hours, as determined by the Department Head.

D. Confidential Information:

1. The employee will maintain the confidentiality of County and State information and documents, prevent unauthorized access to any County system or information, and dispose of work-related documents in a manner that will not jeopardize the interests of the County or its clients/customers.
2. The employee shall continue to follow all Tioga County policies that address confidentiality and security, as found in the Employee Handbook.
3. Employees must maintain documents in their possession in a safe and secure manner while they are outside of their normal workplace.

X. PROCEDURE

- A. Employee submits completed Request for Remote Work Arrangement form to Department Head. If Department Head is requesting remote work, completed form to be submitted by Department Head to Chair of the County Legislature. ***The Request for Remote Work Arrangement can be found on the County's Intranet under "Employee Handbook – EH Forms".***

- B. After review by Information Technology for technical needs, Department Head (or Chair of Legislature if Department Head requesting) issues written determination within 10 working days of receipt of Request.
- C. If approved, employee and Department Head (or Chair of Legislature if Department Head requesting) or designee complete Remote Work Agreement form.
- D. Any requests to revise the Agreement are to be submitted by the employee to the Department Head (or Chair of Legislature if Department Head requesting) in writing and answered in writing by the Department Head (or Chair of Legislature if Department Head requesting).
- E. Department Heads are to file with the Chair of the Legislature and Chair of their Legislative Committee each newly approved Remote Work Agreement, changes to Remote Work Agreements, and the conclusion thereof.

VI. FORMS

Located on the **County's Intranet "Employee Handbook-EH Forms"**, are the following:

- A. Remote Work Agreement
- B. Request for Remote Work Arrangement
- C. Employee Assessment for Remote Work Suitability
- D. Tele-Work Weekly Log

VII. CONTINUOUS REVIEW

The County reserves all rights to continuously review this policy and any telework agreement and rescind either of them upon a review and determination that the policy or an agreement is no longer in the best interest of the County. No employee should have any belief or expectation that the policy or an agreement will continue indefinitely. The County will continuously review this policy and make a determination as to its effectiveness, need, and any other rationale behind it or the procedures within it and it may, within its sole discretion, rescind or alter the policy or procedures and any associated documentation.

Furthermore, the County retains all rights in determining the work assignments and location of its employees. As teleworking is an assignment to work from a different work location, that may be changed by the County at any time. As this policy is being implemented by the County, it is not incorporated into any collective bargaining agreement or grievance procedure included within them.

Chair Sauerbrey spoke. "We currently have a Remote Work Policy in the Employee Handbook; however, this is an upgrade of that same policy that will be in effect for one more year."

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ITCS COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 48-23 AMEND EMPLOYEE HANDBOOK; SECTION VIII:
COMPREHENSIVE INFORMATION SECURITY POLICY

WHEREAS: The Comprehensive Information Security Policy needs to be amended in whole due to numerous updates and changes; and

WHEREAS: The Chief Information Officer and Deputy Director of ITCS have reviewed the County's Comprehensive Information Security Policy and made recommendations that the policy should be amended in its entirety and replaced; therefore be it

RESOLVED: That the Comprehensive Information Security Policy be amended in its entirety and replaced as follows:

**SECTION VIII – COMPREHENSIVE INFORMATION SECURITY POLICY
(FORMERLY POLICY #44)**



Tioga County, New York

Comprehensive Information Security Policy

Policies, Procedures, and Standards for Information Security

I. Contents

II. PURPOSE	79
III. GENERAL PROVISIONS	80
A. DEFINITIONS	80
B. BREACH POLICY FOR HIGH-RISK AND CONFIDENTIAL DATA.....	81
C. FACILITY SECURITY PLAN	81
D. CONTINGENCY OPERATIONS	82
E. DATA SECURITY POLICY.....	82
F. DATA CLASSIFICATION POLICY.....	82
IV. AUDIENCE – LEGISLATURE	83
A. GENERAL	83
B. EVALUATION	83
V. AUDIENCE – END USER	83
A. SANCTION POLICY.....	83
B. EXPECTATION OF PRIVACY.....	83
C. INTELLECTUAL PROPERTY - LEGAL OWNERSHIP.....	83
D. PASSWORDS	83
E. ACCEPTABLE USE - GENERAL	83
F. ACCEPTABLE USE – E-MAIL.....	84
G. ACCEPTABLE USE – INTERNET.....	85
H. ACCEPTABLE USE – VPN (VIRTUAL PRIVATE NETWORK) OR OTHER REMOTE ACCESS.....	86
I. ACCEPTABLE USE – CELLULAR PHONES AND OTHER WIRELESS DEVICES.....	86
J. WORKING FROM HOME OR OTHER REMOTE SITES	87
K. REMOTE OFFICE SECURITY.....	88
L. HANDLING OF SENSITIVE INFORMATION.....	89
M. SECURITY INCIDENT REPORTING PROCEDURE	89
N. WORKSTATION SECURITY.....	89

O. PRINTING..... 90

P. DATA RESTORATION..... 91

VI. AUDIENCE – DEPARTMENT HEADS \ SUPERVISORS 91

A. AUTHORIZATION AND SUPERVISION..... 91

B. WORKFORCE CLEARANCE PROCEDURES 91

C. TERMINATION \ SEPARATION PROCEDURES 91

D. ACCESS AUTHORIZATION, ESTABLISHMENT & MODIFICATION 92

E. DEPARTMENTAL SECURITY TRAINING 92

F. BUSINESS ASSOCIATE AGREEMENT..... 92

G. VENDOR ACCESS CONTROL..... 93

H. APPLICATION LEVEL AUTHENTICATION, LOGGING AND INTEGRITY CONTROLS ON HIGH-RISK DATA 93

I. KEYS AND SWIPE CARDS..... 93

J. SOLICITATION..... 94

VII. AUDIENCE – ITCS DEPARTMENT 94

A. DATA NETWORK CONFIGURATION 94

B. NETWORK FOLDER CONFIGURATION 96

C. NETWORK INTRUSION, VIRUS OR MALICIOUS SOFTWARE OUTBREAK..... 96

D. DATA BACKUP PLAN..... 96

E. DISASTER RECOVERY AND EMERGENCY MODE OPERATION PLANS..... 97

F. DISASTER TESTING AND REVISION PROCEDURE 98

G. DETERMINING DATA CRITICALITY 98

H. CRITICAL SYSTEMS, APPLICATIONS AND DATA 98

I. MAINTENANCE WINDOWS 100

J. ACCESS CONTROL 100

K. AUDIT CONTROLS..... 100

L. DATA TRANSMISSION & ENCRYPTION POLICY 100

M. INFORMATION RETENTION 101

N. SECURITY TRAINING 101

O. POLICY CHANGES..... 101

VIII. AUDIENCE – DEPUTY DIRECTOR OF ITCS 101

A. INFORMATION SECURITY DUTIES OF DEPUTY DIRECTOR OF ITCS..... 101

II.Purpose

The purpose of the Tioga County Comprehensive Information Security Policy is to protect the confidentiality, integrity, and availability of all information that County Agencies, towns and villages and employees, create, receive, maintain or transmit.

It is to provide a security framework that will ensure the protection of Tioga County information from unauthorized access, loss or damage while supporting the open, and information-sharing needs of our county. This information may be verbal, digital, and/or hardcopy, individually-controlled or shared, stand-alone or networked. Failure to comply with this policy may subject you to disciplinary action up to and including termination.

This document is organized by audience to assist in clearly defining the responsibilities required for different roles.

III. General Provisions

E. Definitions

- **Breach**

A security incident, in which sensitive protected or confidential data is copied, transmitted, viewed, stolen or used by an individual unauthorized to do so.

- **Business Associates**

Is an organization or individual that performs services for a covered entity (healthcare organization) that has access to protected health information (PHI).

- **Chief Information Officer**

An individual named by the County Legislature who has the responsibility for establishing and maintaining all Information Systems within the County.

- **Confidential Data**

Protected information that is not available to the general public.

- **Covered Entities**

Any organization or corporation that directly handles Personal Health Information (PHI) or Personal Health Records (PHR).

- **Data Custodian**

The individual or group who has responsibility for maintaining the tools necessary for storing of data by the data owners. Ex: ITCS maintains servers that a department's software program runs on. ITCS is the data custodian as the maintainer of the server\data storage infrastructure.

- **Data Owner**

The individual who is responsible for the maintenance and safekeeping of data, whether it be electronic or physical.

- **End User**

Individuals performing work for Tioga County, whether they are employees or contractors.

- **Deputy Director of ITCS**

An individual named by the County Legislature to function as a point person for ensuring compliance with the details of this policy.

- **Phishing**

The attempt to acquire sensitive information such as usernames, passwords, and credit card details, often for malicious reasons, by masquerading as a trustworthy entity in an electronic communication (email, website etc.).

- **Protected Health Information (PHI)**

Any information in a medical record that can be used to identify an individual.

- **Public Data**

Information that may be freely disseminated is considered to be *public* data. However, even though the data may be freely disseminated to the public, the integrity of the data must be protected.

- **Ransomware**
A type of malware that restricts access to an infected computer system in some way and demands that the user pays a ransom to the malware operators to remove the restriction.
- **Spear Phishing**
An email-spoofing attack that targets a specific organization or individual, seeking unauthorized access to sensitive information.
- **Social Engineering**
The art of manipulating people so they give up confidential information.
- **Super Users**
Users who are granted additional authority for specific functions on the data network.

F. Breach Policy for High-Risk and Confidential Data

Any breach of High-Risk and Confidential Data must be reported to your supervisor who will report it to the Deputy Director of ITCS and the County Attorney immediately for investigation. The County Attorney and Deputy Director of ITCS shall investigate the matter and recommend further action to ensure compliance with applicable statutory requirements and County Policy provisions.

G. Facility Security Plan

Access to every office, computer room, and work area containing High-Risk or Confidential information will be physically restricted.

Visitors and other third parties must not be permitted to use employee entrances or other uncontrolled pathways leading to or through areas containing High-Risk or Confidential information.

Identification badges, keys and physical access cards that have been lost or stolen – or are suspected of being lost or stolen – must be reported to the Department Head or designee, who will notify Buildings and Grounds, or any other appropriate entity, immediately. Likewise, all computer or communication system access tokens that have been lost or stolen – or are suspected of being lost or stolen – must be reported to the Department Head or supervisor and Deputy Director of ITCS immediately. All Personal approved devices lost or stolen that contain Tioga County data must also be reported to the Department Head or supervisor and Deputy Director of ITCS immediately.

Each person must present his or her badge to the badge reader before entering every controlled door within Tioga County premises. Before proceeding through every controlled door, each person must wait until the reader indicates that they have permission to enter the area. Workers must not permit unknown or unauthorized persons to pass through doors, gates, and other entrances to restricted areas at the same time when authorized persons go through these entrances.

Whenever controlled doors are propped open (perhaps for moving supplies, furniture, etc.) the entrance must be continuously monitored by an employee or guard.

Tioga County employees must not attempt to enter restricted areas in Tioga County buildings for which they have not received access authorization.

H. Contingency Operations

In the event that primary facility access controls are not functional or unable to be utilized, the Buildings and Grounds department shall keep as part of the County's Disaster Plan the backup or secondary methods for facilities access. This includes consideration for ensuring data is secured in the event a primary security control (e.g. electronic door lock) is non-operational.

I. Data Security Policy

County Information Assets shall be handled in accordance with their Data Classification and in accordance with appropriate federal and state statutes and regulations.

Tioga County employees may be in a position to receive confidential information during the performance of their duties. County employees shall never use information obtained confidentially for any non-business-related purpose and shall respect the privacy of the data according to its classification. Since public access of information varies, employees should consult with their supervisor/Department Head regarding the dissemination of High-Risk or Confidential information. Violations of this confidentiality requirement may be grounds for disciplinary action, up to and including termination.

J. Data Classification Policy

It is essential that all County data be protected. However, there are gradations that require different levels of security. All data should be reviewed on a periodic basis by the Data Owner and classified according to its use, sensitivity, and importance. Tioga County recognizes four classes of data: Public, Internal, Confidential, and Restricted Use.

Public Classification is any data that may be disclosed to the public. An example may be an announcement or general information.

Internal Classification is sensitive information that is not shared with the public. An example may be some memos, contact lists and procedures.

Confidential Classification is secure data that needs protection. This data would have limited access. An example may be HIPAA data.

Restricted Use Classification is highly sensitive information and should be limited on a need-to-know basis. An example of this would be passwords.

Data Owners and their supervisors must determine the data classification and must ensure that the data custodian is protecting the data in a manner appropriate to its classification.

IV. Audience – Legislature

K. General

The Legislature holds responsibility to adopt any changes to the Information Security Policy as necessary and create and appoint members as necessary to a Data Disaster Recovery Workgroup.

L. Evaluation

The Tioga County Legislature shall receive, review, and adopt the following:

- External Risk Assessment Report every two years (Section VII)
- Risk Mitigation and Management Plan every two years (Section VII)
- Disaster Testing and Revision Analysis annually (Section VII.F)
- Data Criticality Analysis annually (Section VI.G)

V. Audience – End User

A. Sanction Policy

Failure to comply with any of the policies contained in this document may result in disciplinary action up to and including termination of employment.

B. Expectation of Privacy

All County information resources, including but not limited to equipment, documents, data, information, records and software are the property of Tioga County. Users have no expectation of privacy in their use of County computer and information resources. County equipment, data, records, software and connections are County property, provided for County purposes only. Software and systems that can monitor use may be used. Use of County computer systems and networks constitutes consent to such monitoring.

C. Intellectual Property - Legal Ownership

With the exception of material clearly owned by third parties, Tioga County is the legal owner of all business information stored on or passing through its systems. Unless a specific written agreement has been signed with the Legislature, all business-related information, including but not limited to copyrights and patents, developed while a user is employed by Tioga County is Tioga County property.

D. Passwords

Passwords will be changed once every calendar year. They will be at least twelve characters long. There will be a history of eight (8). Which means the end user will not be able to use the same password for 8 calendar years.

E. Acceptable Use - General

It is the user's responsibility to utilize Information and Information Technology resources appropriately and ensure their security. Users shall not use County

Information or County IT systems for purposes other than those that support official County business or as defined in this policy.

Except when in the process of conducting law enforcement activities, users shall not use County IT systems to intentionally obtain or generate information containing content that may be reasonably considered offensive or disruptive. Offensive content includes, but is not limited to images, or comments of a sexual nature, racial slurs, gender offensive comments, or any comments that would offend someone on the basis of age, sexual orientation, gender identity, religious or political beliefs, national origin, or disability.

The provisions, terms, and rules for acceptable use apply to the use of all County systems and equipment whether in a County Building, remote site, or when working from home or any other location using County resources.

Incidental personal use of any of the below listed tools is permissible so long as: (a) it does not consume more than a trivial amount of resources, (b) does not interfere with worker productivity, and (c) does not preempt any business activity. Users are forbidden from using Tioga County electronic communications systems for charitable endeavors, political campaigns, private business activities, or amusement/entertainment purposes. The use of County resources, including electronic communications should never create either the appearance or the reality of inappropriate use.

F. *Acceptable Use – e-mail*

As a productivity enhancement tool, Tioga County encourages the business use of electronic communications. Electronic communications systems, including backup copies, are considered to be the property of Tioga County. Tioga County cannot guarantee that e-mail communications will be private. All e-mail communications may be stored and archived by ITCS for 7 years. E-mail messages are considered to be “documents” and are subject to all statutory and legal compliance, particularly in reference to Schedule LGS-1 published by the New York State Archives. E-mail items that are not “official documents” as described by the New York State Archives should be deleted as soon as they are no longer needed. E-mail items that do fit the definition of “official documents” should be stored in a permanent archive or other appropriate medium for the period of time defined by regulation or statute. See your department's record officer for more information on this.

Sending high or moderate risk information outside of our County email system must be encrypted. This is done by selecting the ENCRYPT icon at the top of the Outlook NEW EMAIL screen or by selecting Options then ENCRYPT, if using Office 365.

County employees are prohibited from using personal e-mail to conduct County business.

It is the responsibility of the individual user to manage and maintain their e-mail mailbox. ITCS may employ quotas on mailbox size to enforce compliance. Messages no longer needed for business purposes must be periodically purged by users from

their email system mailbox. After a certain period – generally six months – e-mail messages stored on the email server may be automatically archived by ITCS staff.

It is the policy of Tioga County not to regularly monitor the content of electronic communications. However, the content of electronic communications may be monitored, and the usage of electronic communications systems will be monitored to support operations, maintenance, auditing, security, and investigative activities. Users should structure their electronic communications in recognition of the fact that Tioga County will from time to time examine the content of electronic communications.

It may be necessary for ITCS personnel to review the content of an individual employee's communications during the course of problem resolution. ITCS personnel may not review the content of an individual employee's communications out of personal curiosity or at the behest of individuals who have not gone through proper approval channels.

Misrepresenting, obscuring, suppressing, or replacing a user's identity on an electronic communications system is forbidden. The username, e-mail address, organizational affiliation, and related information included with e-mail messages or postings must reflect the actual originator of the messages or postings.

Workers must not use profanity, obscenities, or derogatory remarks in electronic mail messages discussing employees, constituents, or others. Such remarks may create legal problems such as libel and defamation of character.

Message Forwarding: Some information is intended for specific individuals and may not be appropriate for general distribution. Users should exercise caution when forwarding messages. Tioga County High-Risk and Confidential information must never be forwarded to any party outside the County unless the message is encrypted and/or Department Head approval has been obtained.

G. *Acceptable Use – Internet*

All Internet users are expected to be familiar with and comply with this policy. Violations of this policy can lead to revocation of system privileges and/or disciplinary action up to and including termination. Tioga County users have no expectation of privacy in Internet usage.

Access to the internet will be provided to those Tioga County employees who have need for such access for the performance of their official County duties. Upon recommendation of the Department Head, users may be granted either unrestricted or restricted access to the Internet. Should a user require unrestricted access, ITCS must be informed in writing, by the Department Head, in either a service ticket or e-mail.

Tioga County employees should realize that their communications are not automatically protected from viewing by third parties. Unless encryption is used,

workers must not send information over the Internet if it is classified as High-Risk or Confidential information.

Tioga County routinely logs websites visited, files downloaded, time spent on the Internet, and related information. Department Heads may receive reports of such information and use it to determine what types of Internet usage are appropriate for their department's business activities.

Tioga County routinely uses technology to prevent users from connecting to certain non-business web sites. Workers using Tioga County computers who discover they have connected with an inappropriate web site that contains sexually explicit, racist, violent, or other potentially offensive material must immediately disconnect from that site. The ability to connect with a specific web site does not in itself imply that users of Tioga County systems are permitted to visit that web site.

Tioga County strongly supports strict adherence to Intellectual Property rights, copyright law, and software vendors' license agreements. Download and use of copyrighted software in a manner that violates the license agreement and without permission are prohibited. Tioga County employees should assume that all materials on the Internet are copyrighted unless specific notice states otherwise. When information from the Internet is integrated into internal reports or used for other purposes, all material must include labels such as "copyright, all rights reserved" as well as specific information about the source of the information (author names, URL's dates, etc.). Reproduction, forwarding, or in any other way republishing or redistributing words, graphics, or other materials must be done only with the written permission of the author/owner.

H. Acceptable Use – VPN (Virtual Private Network) or Other Remote Access

VPN access may be provided to employees, contractors, business partners, and members of other agencies based on demonstrated need and job function as approved by the Department Head. VPN Access is to be used only to support County government business and all the general provisions of the General Acceptable Use policy stated above apply to all VPN use. VPN Access will be granted by ITCS upon written memo from the Department Head. Employees may be granted VPN access during business hours if they are working from a remote site, such as a school or conference.

I. Acceptable Use – Cellular Phones and Other Wireless Devices

Tioga County may provide employees with cell phones, smart phones and other appropriate mobile and wireless devices, when necessary for the performance of their County duties.

Cellular phone service, like other means of communication, is provided for the sole purpose of supporting County business operations

Employees are required to reimburse the County for personal use. Employees must understand that unreimbursed personal use of County Cell Phones may be audited by the IRS and be reportable as income.

Employees shall not use cellular telephones for illegal, disruptive, unethical or unprofessional activities, or for personal gain, or for any purpose that would jeopardize the legitimate interest of Tioga County.

Department Heads must review all cellular telephone statements for compliance with this policy. Any use not in accordance with this policy may result in disciplinary action, up to and including termination of employment, in addition to reimbursement to the County for all costs associated with non-compliance.

Cellular phones or other mobile devices shall not be used while operating a motor vehicle.

Smartphones and other mobile devices will be password protected.

J. *Working from Home or Other Remote Sites*

The scope of this section does not indicate working from home is authorized for any particular employee, and only discusses the precautions and steps that must be employed if authorization is given or allowed through a separate policy.

Laptop computers and mobile devices such as tablets, smart phones or other devices, hereafter referred to as mobile devices, as well as Remote Desktop access services may be provided to employees based on demonstrated need and job function as approved by the Department Head. This includes but is not limited to employees whose positions involve on-call duties, employees who during the normal course of employment perform their duties away from their assigned workspace, and employees who have demonstrated a need to be in contact with their office via email and other communication interfaces. County business should always be conducted on County-issued computers or devices approved for use by ITCS. Users should never use personal computers to conduct County business except through County authorized tools or mechanisms.

Mobile devices, like other means of communication, are to be used only to support County government business. Employees may use mobile devices to communicate outside of the County government when such communications are related to legitimate business activities and are within their job assignments or responsibilities.

Employees shall not use mobile devices for illegal, disruptive, unethical or unprofessional activities, or for personal gain, or for any purpose that would jeopardize the legitimate interests of Tioga County.

User identification and passwords must be enabled and used on all Mobile devices and mobile computing devices in accordance with County policy. Access codes must be protected and will be required to be changed in accordance with Tioga County's Password Policy. Mobile devices will be either turned off or locked when not in use.

Users shall avoid leaving mobile devices in situations that increase the risk of theft and never leave mobile devices unattended or unsecured. If the mobile device is

stolen, you must immediately report this to your supervisor who will inform the appropriate Department Head, ITCS and appropriate law enforcement authorities.

Mobile devices will not be used while operating a motor vehicle. Employees must take every effort to ensure the safe usage of mobile devices.

Employees must take every effort to ensure the security, safety and maintenance of the mobile device. Any unreasonable use, abuse, neglect, or alterations of mobile device equipment may result in the loss of computing privileges. Misuse of mobile devices will result in appropriate disciplinary action up to and including termination of employment.

Users are required to immediately report any problems with their mobile devices to Information Technology Helpdesk at extension 8294. Any attempt by employees to dismantle or repair their machines or to install modifications themselves may invalidate the manufacturer's warranty.

It is mandatory for all County users of mobile devices to copy or move all data files stored on the hard drives to the network so they will be backed up according to the critical nature of the data. It is the policy of the County that no user or County data be stored on mobile devices, and instead be stored and accessed from County servers. An exception shall be made for circumstances such as travel outside the County network where access to specific local files is necessary (e.g. presentation on mobile device for out of area court appearance.) Upon return, the user must delete those locally stored files from the computer.

No personal hardware or software is allowed to be loaded on the Mobile Device. All equipment and software of any kind is the sole property of Tioga County.

Failure to comply with this policy may result in discipline, up to and including termination.

K. Remote Office Security

Before approval for working at home or telecommuting is granted, a user's Department Head must review the security environment of the proposed working environment through employee interview or onsite evaluation. If the user works with sensitive information, a shredder must be employed. If sensitive information will be stored in paper form, locking furniture or a safe must be available. Users must also make sure they are connected to VPN when saving their files or at least saving documents in their assigned OneDrive.

The security of Tioga County information and physical property at remote locations is just as important as it is in the office. All the same security requirements apply at remote locations, although they may be implemented in different ways. For example, paper-based Confidential and High-Risk information must be locked up when not in active use. In Tioga County offices, a file cabinet might be used, but on the road, or at home, a locking briefcase might be employed.

L. Handling of Sensitive Information

In general, sensitive (Confidential, High or Moderate Risk) information, regardless of whether it is in paper or electronic form, should not leave Tioga County offices. If it is necessary to remove sensitive information from Tioga County offices - e.g., a court hearing - this information must be protected as appropriate for the type of media. Sensitive data may only be removed from County premises when it is encrypted and securely locked.

M. Security Incident Reporting Procedure

Users shall report all suspicious activities, social engineering attempts, anomalous behavior of equipment, systems or persons, virus activity, and any unusual occurrences to their department supervisor immediately. The department supervisor shall report this information to the ITCS Department and the County Deputy Director of ITCS at the time of the reported incident. The ITCS Department will conduct an investigation as required by the nature of the incident and will document their findings and report back to the department supervisor within ten business days. ITCS and the Deputy Director of ITCS will contact law enforcement agencies if their investigation warrants it.

N. Workstation Security

1. General

Workstations are a gateway to secure network storage, printing, applications and other services. Data shall never be stored on individual workstations. Workstations are not backed up and may be removed, replaced or erased and reconfigured at any time by ITCS without prior notice. End users are responsible for ensuring that all data resides on appropriate network resources and that no data is stored on their individual computer. All data must be stored on either Home Folders, Shared Folders, or other applicable network storage devices.

No network devices, including but not limited to computers, hubs, switches and routers, and wireless devices shall be attached to the Tioga County network unless they have been approved in writing by the CIO. Moreover, only members of the ITCS Department or approved contractors may attach network devices to the Tioga County Network. Users may not bring workstations or other devices from home and attach them to the network unless approved in writing by the CIO or designee. The CIO or designee reserves the right to revoke personal device access to the network at any time.

All workstations must have county-approved virus protection software on them, configured in accordance with the current Malicious Software Policy.

Workstations shall be stored in controlled access areas, or in areas where there is minimal probability of unauthorized personnel viewing screens or data. When workstations must be stored in public areas, screens shall be turned away from public view. When this precaution is not possible, covers will be installed in order to preclude passerby access to High-Risk and Confidential information. When a

user leaves his or her work area or office for any period of time, the user must place the desktop in a password-protected "locked" state. Any devices found left in "Logged in" state must be reported to the Deputy Director of ITCS and Department Head.

2. Removable Media

Considering federal and state regulations on information security, use of rewritable media including but not limited to flash drives, cell phones, diskettes, DVDs and CDs is strongly discouraged. Users shall not utilize personal removable media devices in County computer systems.

Media not intended for redistribution must be formatted before being discarded according to applicable regulations.

Connecting Cell phones via USB on any Tioga County Technology device is strictly prohibited unless written permission from the CIO or designee has been granted.

3. Media Disposal

Media containing County Information Assets, including but not limited to floppy disks, CDs, hard drives, flash drives, cell phones and other removable media will be treated in accordance with applicable state and federal statute or regulation. When media is no longer required, it will be turned over to ITCS for proper disposal.

Hard drives from workstations must go through a certified, approved destruction process. ITCS shall document and maintain a record of receipt and disposition and will provide copies to the responsible parties.

4. Media Reuse

If media is to be reused or redistributed, the user or ITCS must repartition and format the media. If a department has determined a need for the use of rewritable media and the media is coming from a source outside the County network, the media must be scanned for malware prior to using any information on the media.

5. Data Backup and Storage

Before being edited, or before performing upgrades, or before moving County equipment that holds County data, all data shall be backed up in order to create and preserve a retrievable, exact copy of the data.

O. Printing

When users are printing High, Moderate risk or Confidential data they shall take precautions to ensure that their privacy and security are protected. Examples of this include:

- Stand by the printer while the job is printing.
- Immediately remove the documents from the printer.

- Print to a printer/copier mailbox and release the print job when standing at the printer/copier.
- Print to a printer/copier in a secure area.
- Lock file cabinets and records rooms that contain High-Risk and Confidential Data when unattended and/or during non-business hours.

P. *Data Restoration*

End users who require restoration of data shall inform their supervisor and the ITCS Department immediately. They will provide ITCS with as much information about the data, including the location and the approximate date and time of deletion. Depending on the circumstances, the data may or may not be available for restoration.

VI. Audience – Department Heads \ Supervisors

A. *Authorization and Supervision*

Department Heads are responsible for the authorization and supervision of employees who work with High and Moderate Risk or Confidential information within their departments. Department Heads must ensure that the relevant procedures described in this policy are followed in order to mitigate the risk of unauthorized use or release of High and Moderate Risk or Confidential Data.

B. *Workforce Clearance Procedures*

The County shall conduct background checks, of the following current and prospective County employees:

- All full-time and part-time employees, except elected officials and employees of the Tioga County Board of Elections, hired after 1/1/2016.
- All temporary and seasonal employees, except employees of the Tioga County Board of Elections, hired after 1/1/2016 who may have access to High-Risk or Confidential Information.
- All current employees of the Personnel and ITCS Departments, except employees hired before 1/1/2016 who are represented by CSEA.

Nothing in subparagraph (1) above shall preclude a Department Head from conducting such other background checks of current and prospective County employees as may be required by law or internal department policy.

C. *Termination \ Separation Procedures*

The Department Head shall notify the Personnel Office when an employee is to be terminated or otherwise separated from County employment. Upon receipt of such notification, the Personnel Office shall notify ITCS. ITCS shall secure the employee's data by whatever means necessary and appropriate under the circumstances, including moving the data, locking or deleting the employee's system accounts, redirecting or deleting the employee's phone extension and voice mail, and/or securing or deleting the employee's email box. The Department Head may request specific actions be taken via a service ticket. The Department Head must make sure

all assigned equipment is returned to the department and verified with the ITCS Department. Any approved Personal Devices will immediately lose access to the county network and data.

D. Access Authorization, Establishment & Modification

The access authorization process for employees and contractors will be initiated by an employee's department in a service ticket or e-mail describing the level of access, group membership, and other appropriate information needed to grant access. Authorization will be granted by the Department Head or alternatively by the CIO. The privileges granted remain in effect until the worker's job changes or the worker leaves Tioga County, or until the department otherwise notifies ITCS of a change. If any of these events takes place, the Department Head must immediately notify the ITCS Department.

E. Departmental Security Training

Each County Department is required to hold, at a minimum, annual training for their users concerning the management of Information Security. It is the responsibility of the individual Department Head to ensure that this training takes place and records are maintained concerning the scope of the training as well as documentation of those employees that attended the training.

ITCS shall sponsor Countywide annual security training for the County Staff that employees are required to complete once per calendar year. Attendance at this training can be used as proof of compliance with the departmental security training requirements.

F. Business Associate Agreement

All Covered Entities and Business Associates (as the terms are defined by HIPAA) within the County are required to have in place a current, HIPAA compliant Business Associates Agreement (BAA) with any and all vendors, contractors, subcontractors, consultants, non-county agencies or other service providers who are their Business Associate. The BAA must address specific compliance issues in keeping with all New York and Federal statutes, rules and regulations. Each BAA must be approved by the County Attorney prior to execution. Department Heads shall consult with the County Attorney to ascertain whether their department is a Covered Entity or Business Associate.

In some instances, County Departments are Business Associates (defined in Definitions above) of Non-County Covered Entities. In the event a County Department is asked to enter into a BAA with a Non-County Covered Entity, the BAA must be reviewed and approved by the County Attorney prior to execution.

Any County Department that is either a Covered Entity or Business Associate, as those terms are defined by HIPAA, shall maintain a current list of all BAAs entered into by their department and shall ensure that said BAAs are kept current.

It is the responsibility of the Department Head of the County Covered Entity or Business Associate to ensure that the requirements of this section are met.

G. Vendor Access Control

All Vendors requiring access to Tioga County electronic resources on the Tioga County network must be submitted for review and approval by the by the CIO or Deputy Director of ITCS. All software with Vendor service agreements, requiring access for support, must also be submitted for review and approval by the CIO or Deputy Director of ITCS. Vendors requiring continual access will use the Tioga County authorized Virtual Private Network solution.

All methods of vendor remote access must be approved by the CIO or Deputy Director of ITCS. Department Heads must contact the ITCS Department before allowing any Third-Party Access to Tioga County Network. Access will be granted only for the requested maintenance window. Once support is completed, Access will be terminated, and Vendor accounts disabled. The CIO or Deputy Director of ITCS reserves the right to disable all Vendor access at any point in time.

Vendors chosen by Department Heads must follow the same compliance requirements which that Department adheres. All vendors must comply with the Comprehensive Security Policy and be given this policy prior to signing any contracts.

H. Application Level Authentication, Logging and Integrity Controls on High-Risk Data

Individual Department Heads with applications that contain or store High-Risk data are responsible for monitoring the security and logs of their applications and must record and document these activities. All department level applications must be password protected at the user interface and must have password protection at the database and file level. Departments with such application must have a written policy on log monitoring and management and must monitor the logs on a regular basis. This responsibility may be assigned to a staff member(s) who will take responsibility for the task. Department Heads must ensure that the data has not been altered by unauthorized personnel. All the policies that apply to the County network apply to individual applications.

I. Keys and Swipe Cards

Each Department Head shall determine the level of access, via key or swipe card, that each employee within his/her department may have to County facilities within the Department Head's authority and control. NOTE: Certain County employees/contractors, such as IT, Buildings and Grounds, cleaning staff and the Tioga County Safety Officer, are entitled to such access to County facilities as is required to perform their job functions.

Upon an employee's separation from County employment, the Department Head shall:

- collect all swipe cards and keys issued to the employee; and

- return all keys to the Buildings and Grounds Department; and
- terminate swipe card system access.

Each department shall maintain a written record of the names, dates and times of all swipe card assignments and changes in access permissions.

The Buildings and Grounds Department shall maintain a written record of the names, dates, and times of all key assignments, the changes to all locks and the repairs to all doors.

J. Solicitation

Solicitation is any form of requesting money, support or participation for products, groups, organizations or causes. Tioga County employees, contractors and volunteers are not allowed to use any electronic device, network or social media owned by Tioga County. The exception is any pre-approved solicitation such as United Way.

VII. Audience – ITCS Department

A. Data Network Configuration

1. Firewalls

All county-owned computers and networks shall be protected by a physical or virtual network firewall to prevent intrusion, theft, or breach.

2. Time Synchronization

All network devices and phones attached to the Tioga County network shall have their internal clocks synchronized with a single time source, maintained by ITCS.

3. Passwords

Passwords shall be at least 12 characters in length consisting of upper- and lower-case alphabetic characters, numbers, and punctuation characters. Where systems support it, this minimum length shall be enforced automatically. Passwords shall be changed at a minimum of every 365 days and the password history shall be maintained for the last 8 passwords.

4. Automatic Logoff & Screensavers

Screen Savers shall be configured to activate after 10 minutes of inactivity so that High-Risk and Confidential information is not visible during periods of user inactivity. System policy shall be configured to automatically log-off users after 8 hours of inactivity, when possible.

5. Login Banners

When logging in to a workstation or any other Information Systems device in Tioga County, the device will display a login banner reminding users of their responsibilities to be familiar with County Information Security Policies and of their responsibility to help maintain the security of Tioga County's information assets, if supported by the device. The banner states: *Computer Systems Access. This*

device is a part of the Tioga County, New York computer network. Usage of this device is governed by the Comprehensive Information Security Policy, found in Section VIII of the County Employee Handbook. Unauthorized use prohibited.

6. Protection from Malicious Software

All Tioga County devices are required to have appropriate protection from Malware installed and configured for centralized management and reporting. Tioga County ITCS shall provide and configure network-level software and policies that monitor malware.

7. Login Monitoring

Login banners shall display Last Login information whenever a user logs into a County device when possible.

8. Server and Network Infrastructure Device Security

Servers shall be placed in locked rooms that have access limited to authorized personnel only. Administrative access to servers will be strictly limited to members of the ITCS Department, approved contractors, software vendors, and in rare cases, super users in individual departments. When possible, servers will be placed so that only ITCS members and IT contractors have access to them. Because of privacy and security requirements, users who are neither ITCS members nor approved contractors will not receive administrative-level permissions.

Server desktops shall remain logged out at all times unless a member of the ITCS staff or a contractor is working on the server. When administrative tasks are complete, the operator will log out immediately.

When remote access to servers is required, members of the ITCS Department will use only approved, encrypted communications for these sessions.

9. Server File System Security

With the exception of HOME folders, only Active Directory Domain Global Groups shall be used to apply security to server resources on Tioga County servers. Individual user objects shall never be assigned access to any folders or other shared server resources.

10. Workstation System Security

User privileges on a workstation shall be assigned at the lowest level possible. Initially, the user's workgroup shall be assigned *Domain User* access. However, some applications will not work properly unless the user has a higher level of privileges. If this has been demonstrated to be the case, the user shall be granted the lowest level required for applications to work properly. At the discretion of the Department Head and with authorization from the CIO, users may be assigned administrative privileges to their workstations.

Workstations shall be configured to allow Remote Desktop and Virtual Network Computing (VNC) access to the workstation and shall be configured so that authorized support personnel can login in order to provide technical support.

B. Network Folder Configuration

1. Home Folders

Users who are assigned network accounts will receive a HOME directory (folder) for storage of their daily work. Only the individual user and the ITCS Department will have access to HOME folders.

2. Shared Folders

Users shall be assigned access to shared folders in accordance with departmental or workgroup requirements as directed by the user's supervisor. Shared folders are for the purpose of allowing entire workgroups or departments to share data. Requests for special workgroups or cross-departmental workgroups should be referred to the ITCS Department.

3. Application Folders

Users shall be assigned access to shared folders in accordance with departmental or workgroup requirements as directed by the user's supervisor.

C. Network Intrusion, Virus or Malicious Software Outbreak

Should a network intrusion, virus or malicious software outbreak be suspected, ITCS will take the following steps:+

- Record and Capture any necessary system information
- Backup, isolate, and shut down (if necessary) the compromised system
- Search other systems for signs of intrusion or infection
- Secure and examine logs
- Identify how the intruder gained access, if applicable
- Identify what the intruder did, if applicable
- Collect and preserve evidence
- Contact Law Enforcement (if necessary)
- Identify and implement new security features or procedures to protect from a recurrence of a similar intrusion
- Provide a report to the Deputy Director of ITCS that details the identified issue, what steps were taken to address it, and progress on eliminating the threat from the network until completion

D. Data Backup Plan

End users are responsible for ensuring that all County data is stored on county file servers. The ITCS Department is responsible for backing up and restoring data on servers and is responsible for ensuring the confidentiality, integrity, and availability of the County data that is stored on servers. To that end:

- All servers shall be fully backed up at least once a week and backup images will be maintained for at least 30 days.
- All servers shall be incrementally backed up every business day. However, daily full backups are preferred, when possible.
- At least two sets of full backups shall be maintained off-site and rotated weekly.
- An ITCS staff member shall review all server backup logs daily and will record the status of backups on a daily checklist/report.
- At least once a quarter, a member of the ITCS staff will perform a random test restoration of data from backup media in order to ensure the integrity of the backups.
- For automated backups, a backup user will be created. Backups will not be performed under the Administrator account.
- A record of backups will be kept by ITCS for review.

Backups of data must be handled with the same security precautions as the data itself. When systems are disposed of, or repurposed, data must be certified deleted, or disks destroyed consistent with industry best practices for the security level of the data.

E. *Disaster Recovery and Emergency Mode Operation Plans*

The Tioga County Emergency Management Office maintains a Countywide disaster recovery document, known as a Continuity Of Operations Plan (COOP.) The COOP plan covers key elements of physical disaster recovery operations for County departments including:

- How the department will conduct business during an emergency.
- The key resources that are required for emergency operations and enumerate how those resources will be provided.
- The backup location(s) where the department will conduct operations.
- How the department will contact key personnel in an emergency.
- How the department will disseminate information during an emergency.
- Enumerating a timeline for the reconstruction of normal operations

The ITCS Department maintains a Data Disaster Recovery Plan that addresses the following IT and data-specific disaster needs:

- Identifying the configurations of key County IT infrastructure.
- Enumerating and ranking the most likely failures or disasters that can occur.
- Documenting action plans for mitigating the identified potential disasters.

The CIO will be provided with a Countywide master key that allows access to all facilities with IT assets that may require physical access or intervention by an IT staff member.

F. Disaster Testing and Revision Procedure

Tioga County shall establish a Data Disaster Recovery Workgroup consisting of, at minimum, representative(s) from ITCS and representative(s) from the Emergency Management Office. This group shall annually conduct a review, with key departments, of the processes the County intends to follow in a disaster. This group is responsible for annual testing and review of the Data Disaster Recovery Plan no later than March 15th. A report of the testing and review, along with recommended remediation shall be presented to the County Legislature no later than June 30th. The group is responsible for ensuring that all remediation is performed no later than December 31st annually.

During testing of the Data Disaster Recovery Plan, the Data Disaster Recovery Workgroup will annually review processes and procedures taking into consideration the relative importance of critical systems and data.

G. Determining Data Criticality

Tioga County shall have a formal process for defining and identifying the criticality of its computing systems and the data contained within them. The responsibility for this process lies with the Disaster Recovery Workgroup. The prioritization of Tioga County information systems must be based on an analysis of the impact to Tioga County services, processes, and business objectives if disasters or emergencies cause specific information systems to be unavailable for particular periods of time. The criticality analysis must be conducted with the cooperation of the Legislature, Department Heads, and owners of Tioga County information systems and business processes. The criticality analysis must be conducted as part of the annual disaster testing and revision procedures

At a minimum, this process will include:

- Creating an inventory of interdependent systems and their dependencies.
- Documenting the criticality of Tioga County's information systems (e.g. impact on users of Tioga County services).
- Identifying and documenting the impact to Tioga County services, if specific Tioga County information systems are unavailable for different periods of time (e.g. 1 hour, 1 day).
- Identifying the maximum time periods that County computing systems can be unavailable.
- Prioritizing County computing system components according to their criticality to the County's ability to function at normal levels.

H. Critical Systems, Applications and Data

1. General

During an emergency, operations and data should be restored within 72 hours.

ITCS will utilize the following classifications and definitions to identify other critical systems, application and data:

a) Safety Critical Systems & Applications (SCS)

A Safety Critical System or application is a computer, electronic or electromechanical system whose failure may cause injury or death to human beings. Downtime is unacceptable and appropriate measures, such as redundant systems are required.

During an emergency, these systems will receive the highest priority and will be restored as quickly as possible.

These systems shall maintain uptime of 99.7% or better.

b) Mission Critical Systems & Applications (MCS)

A computer, electronic, or electromechanical system whose failure would cause grave financial consequences is considered to be a *Mission Critical System or Application*. Downtime during general business operations is unacceptable. However, downtime during an emergency or disaster is acceptable if the system resumes operations within a period of 48 hours after the emergency is over.

These systems shall maintain uptime of 99% or better.

c) Core Systems & Applications (CS)

A computer, electronic, or electromechanical system whose failure would cause operational difficulties, increased workload, and inconvenience to staff and clients.

These systems shall maintain uptime of 98% or better.

d) Standard Systems and Applications (SS)

During an emergency, standard systems and applications should be restored within 96 hours.

2. Emergency Access Procedures for Critical Systems and Data

ITCS shall maintain a database of all applications in use by Tioga County employees and rate the applications according to the priority of restoration that will be required in the case of a disaster or interruption of operations.

Table of County Systems and Classifications

Type of System	System or Application
Safety Critical Systems (SCS)	911 Center Telephone Systems and Radio System
Mission Critical Systems (MCS)	I5 Series, Accounting and Financial Systems, Core Network Equipment
Core Systems (CS)	Infrastructure devices and systems
Standard Systems	County File Servers

I. Maintenance Windows

ITCS requires a maintenance window on all equipment that it maintains. The maintenance window will be in keeping with the system uptime standards. Routine maintenance will be announced and coordinated with the affected department.

J. Access Control

1. User Identification (User IDs)

Each User shall be assigned their own unique userid. This userid follows an individual as they move through the County. It shall be permanently decommissioned when a user leaves Tioga County; re-use of userids is not permitted. Userids and related passwords must not be shared with any other individual (Users should instead utilize other mechanisms for sharing information such as electronic mail, shared folders, etc.). Userids are linked to specific people, and are not associated with computer terminals, departments, or job titles. Anonymous userids (such as *guest*) are not permitted unless mitigative controls are in place.

2. Encryption

Electronic High-Risk data must be encrypted whenever being transported outside of County facilities on removable media. Protected Electronic data also must be encrypted at rest using various approved encryption methods.

K. Audit Controls

All County file servers and core network devices such as firewalls and routers shall have logging enabled and the logs shall be sent to a central log server maintained by ITCS. At a minimum, the following types of events shall be logged:

- Logon/Logoff Events
- Account Lockouts
- Logon/Logoff Exceptions
- Authority and Permission Changes
- Privilege use and elevation.

ITCS shall monitor the logs daily and will immediately report anomalous behavior to the Deputy Director of ITCS.

L. Data Transmission & Encryption Policy

High-Risk and Confidential data must be encrypted during transmission over non-secure channels, abiding by the following definitions and conditions:

- A non-secure channel is defined as any public network, including but not limited to the Internet.
- The Public Switched Telephone Network is considered to be a secure medium (i.e. faxing and telephone calls on a landline).
- Tioga County Employees are not permitted to encrypt or apply passwords to data unless it is for the purpose of transmission over a non-secured channel.

Tioga County ITCS will provide services and training to end users for the secure, encrypted transmission of data and will provide detailed documentation for these services to County employees.

M. Information Retention

County Information Assets, including archival backups, must be retained in accordance with applicable federal and state statute, including the *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*. Where permitted by statute, documents will be scanned, indexed, and retained in electronic format as a substitute for original documents. Document imaging will be performed in accordance with the *New York State Archives Imaging Production Guidelines (2014)*.

N. Security Training

Annual Security Training (as referenced in section VI (E)) shall be performed by members or designees of the ITCS Department. ITCS shall maintain responsibility for the content and coordination of these training sessions each year.

O. Policy Changes

ITCS Department will notify all users, including employees and shared services, of any policy and training changes or notifications.

VIII. Audience – Deputy Director of ITCS

A. Information Security Duties of the Deputy Director of ITCS

The County shall appoint an employee who is responsible for implementing and monitoring a consistent data security program. The Deputy Director of ITCS shall:

- Report directly to the Chief Information Officer to help improve and communicate the maturity levels of information security, state of and information technology risk priorities across Tioga County networks and systems.
- Be responsible for overseeing information security, cyber security and IT risk management programs based on industry-accepted information security and risk management frameworks.
- Provide proactive identification and mitigation of IT risks as well as responding to observations identified by third party auditors or examiners.
- Review the Information Security Policy on an annual basis for both accuracy and to ensure continued HIPAA compliance. If changes in policy are necessary, those changes shall be submitted for review and approval by the Legislature with the report.
- Coordinate every two years a Risk Assessment that may be conducted by an external consultant. The Risk Assessment will review current security policies, the County's compliance therewith and identify any deficiencies. The results of the Risk Assessment will be used to create a Risk Assessment Report that shall be submitted to the Legislature for review and approval. The assessment

will be conducted every two years and results will be presented to the Tioga County Legislature about twelve weeks after.

- Create a *Risk Mitigation and Management Plan* from the results of the Risk Assessment and present to the Legislature for review on or about 16 weeks from the date of the Risk Assessment. This plan will suggest remedies and solutions for deficiencies identified in the Risk Assessment. These deficiencies will be remedied, or a Legislature-approved plan prepared to address the deficiency by, on or about 24 weeks from the date of the Risk Assessment. The Deputy Director of ITCS is responsible for ensuring that risk mitigation is assigned to appropriate parties and completed within a reasonable amount of time.
- Develop and manage the frameworks, processes, tools and consultancy necessary for ITCS to properly manage risk and to make risk-based decisions related to IT activities.
- Development of periodic reports and dashboards presenting the level of control compliance and current information security risk posture.
- Participate in tabletop Emergency Response exercises as outlined in this policy.
- Work with the County Attorney to investigate information security breaches; ensure compliance with any and all reporting protocols required by the applicable statutes, rules and regulations and County policies; ensure that corrective measures and procedures to prevent, detect and contain future information security breaches are implemented. Monitor information security activities and oversee the application of specified security procedures.
- Assist personnel in assessing data to determine classification level.
- Facilitate ITCS security management education and training, including but not limited to annual cyber awareness training for all Tioga County users.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 49-23 *AMEND EMPLOYEE HANDBOOK:
SECTION VI. TRAVEL POLICY AND PROCEDURES,
SUBSECTION VII. MEAL ALLOWANCES AND SECTION
VII. PURCHASING AND PAYMENT POLICY,
SUBSECTION III. PURCHASING CARDS*

WHEREAS: Tioga County's Employee Handbook Section VI. Travel Policy and Procedures, Subsection VII. Meal Allowances and Section VII. Purchasing and Payment Policy, Subsection III. Purchasing Cards currently reference per-diem reimbursement rates based on 30% less the General Services Administration (GSA) Chart rates; and

WHEREAS: The Legislature is desirous of amending both policies to reflect a Standard Daily Rate of \$65.00 for all travel within New York State and an Out-of-State GSA Rate based on travel location via <https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup/>; therefore be it

RESOLVED: That effective January 10, 2023, the Employee Handbook is amended to read as follows:

**SECTION VI. TRAVEL POLICY AND PROCEDURES –
SUBSECTION VII. MEAL ALLOWANCES**

VII. MEAL ALLOWANCES

- A. The County will pay a total per-diem rate for travel requiring an overnight stay. The per-diem rate shall be based upon a Standard Daily Rate of \$65.00 for all travel within New York State according to the time the travel takes place and the Meal Reimbursement Allowances Breakdown Rates:

Breakfast:	\$14.00
Lunch:	\$16.00
Dinner:	\$30.00
Incidentals:	\$ 5.00

- B. The County will pay a total per-diem rate for out-of-state travel requiring an overnight stay. The per-diem rate shall be based upon the Out-of-State GSA Rate via <https://www.gsa.gov/travel/plan-book/per-diem-rates/per->

[diem-rates-lookup/](#) according to the time the travel takes place and the established Meal & Incidental Rates.

- C. Based on the NYS Standard Daily Rate or Out-of-State GSA rates in effect at time of travel.
 - 1. Meals will be allowed as follows at time of overnight travel:
 - a. Breakfast – When the time of departure from home at the beginning of the trip necessarily occurs before 7:00 am.
 - b. Lunch – When the employee is away from his/her office for more than one-half of the employee's normal workday.
 - c. Dinner – When the time of return home at the conclusion of a trip necessarily occurs after 7:00 pm.

Meal costs, which are part of a package conference fee, will be allowed even if they exceed these guidelines.

- D. Extended training of five days or more – With the prior approval of the Legislative Chair special consideration may be made for extended training of five consecutive days or more, excluding modifications to the allowance rate.
- E. Meals included in airline fare or conference registration fee must not be claimed a second time.
- F. Tioga County will pay up to 18% tipping/gratuity for meals.

SECTION VII. PURCHASING AND PAYMENT POLICY-

SUBSECTION III. PURCHASING CARDS

USING THE PURCHASING CARD

- E. Meals purchased with the card should be in accordance with Section VI Travel Policy and Procedures, Subsection VII Meal Allowances following the appropriate NYS Standard Daily Rate or Out-of-State GSA Rate. If a Purchase Card is used in place of requesting per-diem the tax-exempt form must be presented at time of purchase. If the vendor refuses to abate the tax or a credit cannot be obtained the user is responsible to reimburse Tioga County all sales tax. If the meal purchased exceeds the NYS Standard Daily Rate or Out-of-State GSA Rate, the cardholder will be responsible for reimbursing the exceeding amount to the County.

And be it further

RESOLVED: That the remainder of these policies will remain unchanged.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell motioned to adjourn at 12:37 P.M., seconded by Legislator Roberts. Meeting was adjourned at 12:37 P.M.

*Public Hearing
Local Law Introductory No. A of 2023
January 19, 2023*

The Public Hearing on Local Law Introductory No. A of 2023 A Local Law of the Tioga County Legislature establishing the salary for the Offices of County Clerk and County Sheriff for the four-year term of office commencing January 1, 2024 and continuing through and including December 31, 2027 was called to order by Chair Sauerbrey at 10:02 A.M. Legislators Brown, Ciotoli, Monell, Mullen, Roberts, and Sauerbrey were present with Legislators Standinger and Weston being absent.

There were six people in attendance.

The Clerk read the legal notice as published in the official newspapers.

Legislator Mullen spoke. "I am going to abstain from the vote on this local law because of my candidacy. I will state that I am very much in favor and approve of the salary for the County Clerk."

There being no public comments, the hearing was adjourned at 10:04 A.M.

Second Regular Meeting
February 14, 2023

The Second Regular Meeting of 2023 was held on February 14, 2023 and was called to order by the Chair at 12:00 P.M. All Legislative members were present.

Chair Sauerbrey asked Legislator Mullen to have a moment of prayer. "Lord, we take this moment to thank you for the blessings you have bestowed upon all of us; our family, our friends, and our community. It is a great country to be so blessed to live in. We ask you for your guidance in doing the people's business today. We also thank you for the opportunity to welcome our newest Legislator into the fold of serving the people of Tioga County."

Legislator Mullen led all Legislators and those in attendance in the Pledge of Allegiance.

There were 11 people in attendance.

Chair Sauerbrey announced and welcomed newly appointed District 7 Legislator, Keith Flesher.

Chair Sauerbrey asked for a unanimous motion for the following recognition resolution, seconded unanimously and carried.

Chair Sauerbrey reported this resolution will be noted in the minutes, as Deputy Clifford Little, Sheriff's Office, is not in attendance.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 50-23

*RESOLUTION RECOGNIZING
CLIFFORD LITTLE'S 22 YEARS OF
DEDICATED SERVICE TO TIOGA COUNTY
SHERIFF'S OFFICE*

WHEREAS: Clifford Little was hired as a Corrections Officer on July 12, 2000 and appointed to the position of Deputy Sheriff on November 16, 2002; and

WHEREAS: Clifford Little has been dedicated and loyal in the performance of his duties and responsibilities during his 22 years of service, thereby earning the respect of his colleagues and peers throughout Tioga County; and

WHEREAS: Clifford Little retired from the Tioga County Sheriff's Office on January 21, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Clifford Little for his 22 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Clifford Little.

ROLL CALL VOTE

Unanimously Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED UNANIMOUSLY.

There was no privilege of the floor.

Legislator Monell made a motion to approve the minutes of January 3, 10, and 19, 2023 seconded by Legislator Brown and carried.

Chair Sauerbrey appointed the following Legislators and staff to the **County Strategic Plan Committee** and **Negotiations Mediation Committee**:

County Strategic Plan Committee:

- Legislator Barbara Roberts
- Planning Director Elaine Jardine
- ED&P Director LeeAnn Tinney
- Commissioner of Social Services Shawn Yetter
- Interim Public Health Director Heather Vroman

Negotiations Mediation Committee:

- Chair Martha Sauerbrey
- Legislator Ron Ciotoli
- Personnel Officer Linda Parke
- Sheriff Gary Howard

Absent – None.

RESOLUTION ADOPTED.

Chair Sauerbrey invited County Clerk Klett and Legislator Flesher to the podium for the official Oath of Office swearing in process.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 52-23 *APPOINT MEMBERS ALTERNATIVES TO
INCARCERATION ADVISORY BOARD*

RESOLVED: That the following members be appointed to the Alternatives to Incarceration Advisory Board for the following terms:

	TERM
Ex-Offender	4/1/23-3/31/24
Crime Victim	4/1/23-3/31/24
State Certified Provider of Alcohol and/or Substance Abuse Treatment	4/1/23-3/31/24

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 53-23 RESOLUTION RE-APPOINTING MEMBER TO
COMMUNITY SERVICES BOARD

WHEREAS: Francis Bialy's appointment to the Community Services Board expired on January 31, 2023; and

WHEREAS: The Community Services Board has recommended Francis Bialy's reappointment; and

WHEREAS: Section Article 41.11 (d) of the Mental Hygiene Law allows counties to determine the length of term of Community Services Board members; therefore be it

RESOLVED: That Francis Bialy be re-appointed to the Community Services Board, for term starting February 1, 2023 and ending January 31, 2027.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 54-23 RESOLUTION RE-APPOINTING MEMBER TO
COMMUNITY SERVICES BOARD

WHEREAS: Patricia Gillule's appointment to the Community Services Board expires on February 28, 2023; and

WHEREAS: The Community Services Board has recommended Patricia Gillule's re-appointment; and

WHEREAS: Section Article 41.11 (d) of the Mental Hygiene Law allows counties to determine the length of term of Community Services Board members; therefore be it

RESOLVED: That Patricia Gillule be re-appointed to the Community Services Board, for term starting March 1, 2023 and ending February 28, 2027.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 55-23 *RESOLUTION RE-APPOINTING MEMBER TO
COMMUNITY SERVICES BOARD*

WHEREAS: Legislator William Standing III appointment to the Community Services Board will expire on March 31, 2023; and

WHEREAS: Legislator William Standing III has served two consecutive terms and pursuant to Local Law No. 2 of 2005, upon the recommendation of the Chair of the Community Services Board members, may be appointed to more than two consecutive terms of office; and

WHEREAS: The Community Services Board has recommended re-appointment of Legislator William Standing III; therefore be it

RESOLVED: That Legislator William Standing III be re-appointed to the Community Services Board, for a term starting April 1, 2023 and ending March 31, 2027.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 56-23 ADOPT LOCAL LAW NO. 1 OF 2023

WHEREAS: A public hearing was held on January 19, 2023, following due notice thereof to consider the adoption of Local Law Introductory No. A of the Year 2023; A Local Law establishing the salary for the Offices of County Clerk and County Sheriff for the four-year term of office commencing January 1, 2024 and continuing through and including December 31, 2027; and

WHEREAS: It is in the best interest of the residents of Tioga County to adopt such Local Law which will be Local Law No. 1 of 2023; therefore be it

RESOLVED: That the following Local Law be and hereby is adopted:

County of Tioga

Local Law No. 1 of 2023.

A Local Law establishing the salary for the Offices of County Clerk and County Sheriff for the four-year term of office commencing January 1, 2024 and continuing through and including December 31, 2027.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: PURPOSE

As set forth at Local Law No. 3 of 2003, the annual salary for the elected public Offices of County Clerk and County Sheriff shall not be increased during a term of office.

Accordingly, it is the purpose and intent of this Local Law to establish the salary for the Offices of County Clerk and County Sheriff for the four-year term of office commencing January 1, 2024 and continuing through and including December 31, 2027.

SECTION 2: ANNUAL SALARY

A) The annual salary for the Offices of County Clerk and County Sheriff for the term of office beginning January 1, 2024 and continuing through and including December 31, 2027 is hereby established as follows:

- | | |
|-------------------|-----------|
| 1. County Clerk | \$ 80,000 |
| 2. County Sheriff | \$104,055 |

SECTION 3: SEVERABILITY

If any clause, sentence, phrase, paragraph, subdivision, section, rule or part of this ordinance shall be adjudged by any Court or Agency of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, phrase, paragraph, subdivision, section, rule or part thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 4: EFFECTIVE DATE

This Local law shall take effect January 1, 2024.

Legislator Mullen spoke. "I am going to abstain from this vote with the understanding that I would gladly vote yes for the salary for the County Clerk. Aside from that because of the ongoing political campaign, I am abstaining on the vote for this piece of legislation.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – Legislator Mullen.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 57-23

*SET PUBLIC HEARING FOR 2023 ANNUAL
AGRICULTURAL DISTRICT INCLUSIONS*

WHEREAS: The Tioga County Legislature, as per Resolution 296-03 designated January 2nd through January 31st as the official annual enrollment period for inclusion of viable agricultural properties in agricultural districts as required by §303-B of the NYS Agricultural and Markets Law 25-AA; and

WHEREAS: Tioga County Planning has received requests for inclusion of land in agricultural districts and said law requires that the Tioga County Legislature hold a public hearing before making a decision on inclusion of lands; therefore be it

RESOLVED: That the Tioga County Legislature will hold a public hearing on requests of inclusion of viable agricultural land in agricultural districts received within the designated time period in 2023 on February 23, 2023 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY. All interested parties will be heard by the Tioga County Legislature at this hearing.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 58-23 *CALLING ON THE STATE OF NEW YORK TO
CONTINUE TO PASS-THROUGH FEDERAL
AFFORDABLE CARE ACT ENHANCED FEDERAL
MEDICAID ASSISTANCE PERCENTAGE FUNDS*

WHEREAS: The SFY 2024 State Budget proposal would end the Affordable Care Act (ACA) enhanced Federal Medicaid Assistance Percentage (eFMAP) Federal pass-through to counties and New York City; and

WHEREAS: The State is proposing to keep all of these Federal savings going forward and use them to cover further expansions of Medicaid eligibility and benefits and to increase payments to health care providers; and

WHEREAS: The elimination of this ACA eFMAP Federal pass-through funding will require the 57 counties to spend at least \$280 million more in SFY 2024, and approximately \$1 billion when New York City is included; and

WHEREAS: The annualized increase in Tioga County's Medicaid budget would be approximately \$900,000; and

WHEREAS: The SFY 2024 costs to counties and New York City are scheduled to grow by 30 percent by SFY 2027; and

WHEREAS: It is the strong view of NYSAC that Congress intended these Federal savings to be shared with counties proportional to the amount they contributed toward the non-Federal Medicaid match; and

WHEREAS: Since 2003, the State has shared the funds proportionally based on our analysis of savings we have received during periods when an enhanced Federal Medicaid match was enacted by Congress; and

WHEREAS: Enacted in 2011, the Medicaid statutory cap for all 62 counties is \$7.6 billion. The Medicaid statutory cap for the 57 counties outside of New York City is \$2.25 billion; and

WHEREAS: Starting in SFY 2014, New York began sharing these Federal ACA savings directly with counties. The savings for a year were provided by lowering the weekly payments each county and NYC make to the State to support the State's Medicaid program. Through February 1, 2023, the State continues to share the Federal savings from the ACA eFMAP with the 57 counties and New York City; and

WHEREAS: Tioga County strongly disagrees with the need to cut county funding so deeply when the Governor's budget proposes to fully fund its own reserves two years ahead of schedule depositing \$5.4 billion in to reserves before the end of SFY 2023, while also projecting a general fund surplus of \$35 billion by the end of SFY 2024; therefore be it

RESOLVED: That the Tioga County Legislature calls on the State to continue to share these Federal funds with Tioga County as it has been the precedent for over 20 years; and be it further

RESOLVED: That certified copies of this resolution be sent to Governor Kathy Hochul, Congressman Marc Molinaro, Senator Charles E. Schumer, Senator Thomas F. O'Mara, Assemblyman Christopher S. Friend, and New York State Association of Counties.

Legislator Standinger spoke. "It seems that the State is trying to penalize the counties so they can get a windfall regarding this money. I am obviously not in favor of the State dipping their fingers in what they shouldn't."

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 59-23 *AUTHORIZING LEGISLATIVE CHAIR SIGNATURE ON FARMER BROWN SOLAR, LLC PAYMENT IN LIEU OF TAX AGREEMENT*

WHEREAS: Farmer Brown Solar, LLC has submitted a Notice of Intent to the Town of Owego that it plans to build and operate a “Solar Energy System” with an expected total capacity of approximately 4.95 Megawatts AC; and

WHEREAS: The project location is situated on a portion of the property located at State Route 434, tax map #130.00-2-66.111, Town of Owego, County of Tioga, State of New York; and

WHEREAS: The Taxing Jurisdiction is defined as the Town of Owego, the Owego Apalachin Central School District and the County of Tioga; and

WHEREAS: The Taxing Jurisdiction has not opted out of Real Property Tax Law (RPTL) Section 487; and

WHEREAS: The Taxing Jurisdiction has indicated its intent to require Payment in Lieu of Taxes (PILOT) Agreements with Farmer Brown Solar, LLC; and

WHEREAS: Pursuant to RPTL 487, the Taxing Jurisdiction has agreed to place the project as exempt upon the assessment rolls of the Taxing Jurisdiction; and

WHEREAS: Farmer Brown Solar, LLC has agreed to make annual lump sum payments to the Taxing Jurisdiction in lieu of real property taxes for a period of fifteen (15) consecutive fiscal tax years; and

WHEREAS: Such fifteen (15) year term shall commence on the first taxable status date selected by Farmer Brown Solar, LLC following the commencement of the construction of the project, and shall end by the fifteenth fiscal year following; and

WHEREAS: The first annual payment shall be in the aggregate amount of \$8,500 per built out Megawatt AC of capacity, and thereafter annual payments shall escalate by two (2.0 %) percent per year; and

WHEREAS: The annual payments for the Taxing Jurisdiction shall be made payable to the Town of Owego and mailed to the Town of Owego and are due no later than January 15th of each year; and

WHEREAS; The Town of Owego shall be responsible for distributing the annual payments to the Owego Apalachin Central School District and the County of Tioga; and

WHEREAS: The Taxing Jurisdictions have agreed that the said payments shall be disbursed to the Town of Owego, Owego Apalachin Central School District and County of Tioga in equal portions; therefore be it

RESOLVED: That the Tioga County Legislature agrees to authorize the Legislative Chair to sign the Payment in Lieu of Tax Agreement between Farmer Brown Solar, LLC, the Town of Owego, Owego Apalachin Central School District and Tioga County.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO:

LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 60-23

AUTHORIZING AND APPROVING A SETTLEMENT AGREEMENT WITH TEVA CONCERNING CLAIMS RELATED TO THE OPIOID CRISIS

WHEREAS: Tioga County has joined in a legal action seeking compensation from those who are responsible for causing and perpetuating the opioid addiction crisis (the "Action"); and

WHEREAS: The Action is against several defendants, including manufacturers of opioids, distributors of opioids and chain pharmacies; and

WHEREAS: The Action alleges several causes of action against defendant Teva based on claims that Teva contributed to the opioid epidemic by falsely promoting prescription opioids it manufactured and sold and by falsely promoting the increased use of opioids directly and generally through various "front groups" and failing to implement measures to prevent diversion of prescription opioids in connection with distribution of its products, all of which contributed to a public health crisis in New York; and

WHEREAS: Teva has offered to settle the claims against it by entering into a national settlement and paying a sum to be used for restitution and abatement and agreeing to not manufacture, sell or promote opioids; and

WHEREAS: The final amount to be received by Tioga County will vary depending on several factors including the number of Plaintiff's ultimately agreeing to enter into the settlement but will have an approximate value to Tioga of \$303,293.00; and

WHEREAS: It is in the best interest of Tioga County to resolve this matter with respect to Teva without further litigation and enter into an agreement to settle all allegations against Teva and avoid protracted litigation; therefore be it

RESOLVED: That Tioga County is authorized to participate in the proposed settlement with Teva and Tioga County Chair of the Legislature, Martha Sauerbrey, is authorized to execute such forms and agreements, as approved by the County Attorney to compromise the claim the Defendants Teva and distribute the proceeds between the participating Plaintiffs.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. 61-23 *AUTHORIZATION FOR LEGISLATIVE CHAIR TO EXECUTE DOCUMENTS TO DEDICATE AND DECLARE A PORTION OF BELVA LOCKWOOD LANE AS A COUNTY ROADWAY*

WHEREAS: Owego Gardens Associates II, LLC constructed a ninety-three (93) unit working family housing development in the Village of Owego; and

WHEREAS: Said development required the construction of a public roadway for access to the housing units; and

WHEREAS: The newly constructed portion of roadway is identified as Belva Lockwood Lane and assigned tax map #129.09-2-18.14; and

WHEREAS: Owego Gardens Associates II, LLC designed and constructed the roadway to meet acceptable public roadway specifications and has received an approval by the Village of Owego Planning Board; and

WHEREAS: There will be families with school aged children residing in the housing units; and

WHEREAS: The Owego Apalachin School District necessitates that a public roadway is required to provide bus transportation services for school aged children; and

WHEREAS: Lighting was installed along the roadway as required by the Village of Owego Planning Board; and

WHEREAS: The County will not assume ownership, maintenance, or any cost to operate said lighting; and

WHEREAS: A water system was constructed to provide services to the housing units; and

WHEREAS: The County will not assume ownership, maintenance or any cost associated with the water system positioned along the roadway; and

WHEREAS: The utility requires the water system be located within a publicly owned right of way; therefore be it

RESOLVED: That the Tioga County Legislature, out of concern for families and children residing at Owego Gardens II, and as the Village of Owego is not taking action to take ownership of the road, approves the dedication of the newly constructed portion of Belva Lockwood Lane as a County roadway until such time as the roadway will be abandoned to the Village of Owego; and be it further

RESOLVED: That the Tioga County Legislature authorizes the Legislative Chair to execute documents as approved by the County Attorney to expedite the dedication and transfer of the newly constructed portion of the roadway known as Belva Lockwood Lane from Owego Gardens Associates II, LLC to Tioga County.

Legislator Mullen spoke. "Thank you to LeeAnn and her staff. This is something we have to do to move forward with this, but it is a lot of work and I really appreciate all their effort."

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 62-23 *AUTHORIZATION FOR THE DEPARTMENT OF
ECONOMIC DEVELOPMENT AND PLANNING TO
APPLY, ADMINISTER AND PAY APPLICATION FEE
FOR RESTORE NY GRANT ON THE PROPERTY
LOCATED AT 48-50 LAKE STREET, OWEGO NY*

WHEREAS: The Restore New York Communities Initiative ("Restore NY") provides municipalities with financial assistance for the revitalization of commercial and residential properties; and

WHEREAS: Restore NY funding is available for projects involving the demolition, deconstruction, rehabilitation and/or reconstruction of vacant, abandoned, condemned and surplus properties; and

WHEREAS: Restore NY funding must be initiated by a municipality; and

WHEREAS: The Tioga Trails building located at 48-50 Lake Street, Village of Owego, County of Tioga, New York has been identified as blighted and in need of stabilization; and

WHEREAS: The Restore NY application requires a five hundred dollar (\$500) wire transfer fee as part of the application; and

WHEREAS: Tioga County is in support of taking a proactive approach to stabilizing the building in an effort to prevent the continued decay, potential property foreclosure and any additional expense to the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the Department of Economic Development and Planning to submit and administer a Restore New York Communities Initiative in the amount of two million dollars (\$2,000,000) and the wire transfer of the application fee in the amount of five hundred dollars (\$500) for the property located at 48-50 Lake Street, Owego New York.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 63-23 *AUTHORIZE THE SUBMISSION OF THE
FISCAL YEAR 2023 BODY WORN CAMERA GRANT
SHERIFF'S OFFICE*

WHEREAS: United States Bureau of Justice Assistance (BJA) has announced the fiscal year 2023 Body Worn Camera (BWC) grant funding; and

WHEREAS: Applications for this grant are required to be submitted by February 17th, 2023; and

WHEREAS: County Policy Section III (e) requires that a resolution be approved before any such grant application is submitted; therefore be it

RESOLVED: That the Tioga County Sheriff's Office be authorized to submit the appropriate grant application for securing this funding, and authorizes the Chair of the Legislature to sign such application.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:	PUBLIC SAFETY COMMITTEE
RESOLUTION NO. 64-23	<i>RESOLUTION TO APPROVE A SOLE SOURCE CONTRACT AND MAINTENANCE AGREEMENT BETWEEN THE TIOGA COUNTY PROBATION DEPARTMENT AND CATALIS COURTS & LAND RECORDS, LLC f/k/a AUTOMON LLC TO PROVIDE SOFTWARE AND MAINTENANCE OF THE CASELOAD EXPLORER PRODUCT</i>

WHEREAS: The Tioga County Legislature has approved contracts between Tioga County Probation Department and Catalis Court & Land Records, LLC f/k/a AutoMon LLC since 2008; and

WHEREAS: Catalis Court & Land Records, LLC f/k/a AutoMon LLC has changed their contract status with New York State, therefore the Tioga County Legislature is approving that the Probation Department can contract with Catalis Courts & Land Records, LLC f/k/a AutoMon LLC as a sole source provider of Caseload Explorer, a software program that meets the qualifications of 9 NYCRR 345, which mandates Probation Departments to use a software program that automatically sends Presentence Investigation completed in the software program to the DCJS PSI Repository in Albany, NY. Caseload Explorer software is the only software in New York State that meets this criteria; and

WHEREAS: Catalis Courts & Land Records, LLC f/k/a AutoMon, LLC has submitted their yearly Maintenance Agreement to Tioga County Probation which consists of the base charge of \$5,298.34, plus a fee of \$259.47 per user. Probation has 17 registered users of the software, so the total cost for basic software maintenance for contract period of 3/25/2023 to 3/24/2024 is \$9,709.33; therefore be it

RESOLVED: That the Probation Director is approved to contract with Catalis Courts & Land Records, LLC f/k/a AutoMon, LLC as a sole source provider for software and maintenance costs in 2023 for Caseload Explorer and Ce Assessments in the amount of \$9,709.33.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO

HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 65-23

*AUTHORIZE CONTRACT WITH
GLOVE HOUSE INC.*

WHEREAS: The Department of Social Services posted a Request for Proposals for an In-Home Parent Education Program; and

WHEREAS: The Department received four bids from the following Agencies: CASA-Trinity, Children's Home of Wyoming Conference, Glove House Inc., and Tioga Opportunities Inc.; and

WHEREAS: The lowest responsible bidder was Glove House Inc., at \$64,898; and

WHEREAS: The Department of Social Services wishes to contract for February 15, 2023 through December 31, 2023 in the amount of \$64,898; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Glove House Inc., for In-Home Parent Education Services for the period February 15, 2023 through December 31, 2023 contingent upon County Attorney review.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ITCS COMMITTEE

RESOLUTION NO. 66-23 *AUTHORIZE AGREEMENT WITH NEW YORK STATE
INFORMATION TECHNOLOGY SERVICES FOR
ENDPOINT DETECTION AND RESPONSE SOFTWARE*

WHEREAS: New York State Information Technology Services has partnered with the New York State Division of Homeland Security and Emergency Services and the City of New York Joint Security Operations Center (JSOC) in a JSOC Initiative; and

WHEREAS: This initiative provides for Participating Entities to receive Endpoint Detection and Response software at no cost; and

WHEREAS: The initial term of this agreement shall be for a period of (3) years and will be automatically renewed for additional (12) month terms based upon approval of funding in the NYS budget and approval of the NYS Office of the State Comptroller; and

WHEREAS: The Endpoint Detection and Response software vendor provided in the initiative is CrowdStrike; and

WHEREAS: The CrowdStrike Endpoint Detection and Response software can be run in parallel with existing cyber security software employed by Tioga County; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute this agreement between Tioga County and New York State Information Technology Services and New York State Division of Homeland Security upon review by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 68-23 *AUTHORIZE PARTICIPATION IN
PEPPM COOPERATIVE PURCHASING PROGRAM*

WHEREAS: Tioga County is dedicated to the procurement of the right goods and services at the right price for the various County departments in a timely manner assuring the prudent and economical use of public monies; and

WHEREAS: Tioga County declares its intention to purchase competitively without prejudice and to seek maximum operational value for every dollar expended; and

WHEREAS: Tioga County's purchasing policy shall be administered in accordance with all ethical rules called for by the County of Tioga and the National Institute of Governmental Purchasing Code of Ethics; and

WHEREAS: PEPPM is a technology cooperative purchasing program administered by the Central Susquehanna Intermediate Unit (CSIU) which solicits bids on popular lines of hardware, software, and services satisfying legal bid requirements; and

WHEREAS: Tioga County purchasing procedures shall be subject to the approval of the Legislature; therefore be it

RESOLVED: That the PEPPM Cooperative Purchasing program satisfies certain purchasing requirements and is hereby authorized for use by all Tioga County departments within the scope of Section VII – Purchasing and Payment Policy of the Tioga County Employee Handbook.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: *FINANCE COMMITTEE*

RESOLUTION NO. 69-23 *ERRONEOUS ASSESSMENT
TOWN OF OWEGO*

WHEREAS: An application for Corrected Tax Roll for the year 2023 indicates that parcel #121.00-1-32.26 acct#13340 in the Town of Owego assessed to Andrew J Gable on the 2023 tax roll of the Town of Owego is erroneous in that owner qualified for exemptions 41132, 41133, 41142, 41143 for the 2022 assessment roll but they were not applied; therefore be it

RESOLVED: That a new 2023 tax bill be issued by the Town of Owego Tax Collector to Andrew J Gable for parcel 121.00-1-32.26 as follows:

	Original Bill #13340	Corrected Bill #13340
County	1488.37	1082.10
Townwide	141.55	84.93
Part Town	342.08	205.25
Owego Fire	430.00	430.00
Total	2402.00	1802.28

And be it further

RESOLVED: That the erroneous county tax of \$406.27 be charged to the proper account in the records of the County Treasurer; and be it further

RESOLVED: That the erroneous town tax of \$56.62 be charged back to the Town of Owego; and be it further

RESOLVED: That the erroneous Part Town tax of \$136.83 be charged back to the Town of Owego.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. 70-23 ERRONEOUS ASSESSMENT
TOWN OF OWEGO

WHEREAS: An application for Corrected Tax Roll for the year 2023 indicates that parcel #154.05-2-33 acct#6556 in the Town of Owego assessed to Alice M Sergi on the 2023 tax roll of the Town of Owego is erroneous in that owner qualified to receive Partial Tax Exemption for Senior Citizens on the 2022 assessment roll and did not receive it; therefore be it

RESOLVED: That a new 2023 tax bill be issued by the Town of Owego Tax Collector to Alice M Sergi for parcel 154.05-2-33 as follows:

	Original Bill #7496	Corrected Bill #7496
County	1107.53	553.76
Townwide	105.33	52.67
Part Town	254.55	127.28
Apalachin Fire	279.31	279.31
Lighting 2	9.08	9.08
Total	1755.80	1022.10

And be it further;

RESOLVED: That the erroneous county tax of \$553.77 be charged to the proper account in the records of the County Treasurer; and be it further

RESOLVED: That the erroneous town tax of \$52.66 be charged back to the Town of Owego; and be it further

RESOLVED: That the erroneous Part Town tax of \$127.27 be charged back to the Town of Owego.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: FINANCE COMMITTEE
 RESOLUTION NO. 71-23 ERRONEOUS ASSESSMENT
 TOWN OF RICHFORD

WHEREAS: An application for Corrected Tax Roll for the year 2023 indicates that parcel #8.00-1-14 acct#530 in the Town of Richford assessed to State of New York on the 2023 tax roll of the Town of Richford is erroneous in the fact that School Taxes were paid; therefore be it

RESOLVED: That a new 2023 tax bill be issued by the Tioga County Treasurer's Office to State New York for parcel 8.00-1-14 as follows:

	Original Bill #530	Corrected Bill #530
County	0.00	0.00
Townwide	1584.80	1584.80
Return School	3277.38	0.00
Richford Fire	237.18	237.18
Total	5099.36	1821.98

And be it further

RESOLVED: That the erroneous school tax and penalty of \$3277.38 be charged back to the proper accounts of the Tioga County Treasurer's Office.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE
 PERSONNEL COMMITTEE

RESOLUTION NO. 72-23 *ESTABLISH NEW BUDGET LINE,
MODIFY PERSONNEL 2023 BUDGET AND
TRANSFER FUNDS FOR THE PURCHASE OF
A LAPTOP COMPUTER*

WHEREAS: The Personnel Officer has found a need for a laptop computer; and

WHEREAS: Personnel's Budget does not have an established computer expense line for the purchase of this laptop; and

WHEREAS: Amending Personnel's Budget with the addition of a computer expense line, A1430 520090 and transfer of funds requires Legislative approval; therefore be it

RESOLVED: That the Personnel Officer be authorized to purchase the laptop and the following funds be transferred for this purchase:

From:	A1430 540420 Office Supplies	\$936.00
To:	A1430 520090 Computers	\$936.00

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 73-23 *RE-ESTABLISH PRIOR YEAR 2022 CAPITAL
FOR 2023 BUDGET FOR FIRE/EMO*

WHEREAS: Personal Protective Equipment order was placed in 2022 for the Fire/EMO department but will not be received prior to the closing of 2022; and

WHEREAS: Prior year Capital Equipment requests need to be re-established for the remaining unspent balance as of year-end 2022 for purchase or completion in 2023; therefore it be

RESOLVED: That the following accounts and amounts be re-established:

Capital Equipment

A3410 520215	Personal Protective Equipment	\$13,144.19
--------------	-------------------------------	-------------

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO:	FINANCE COMMITTEE PUBLIC WORKS COMMITTEE
--------------	---

RESOLUTION NO. 74-23	<i>RE-ESTABLISH PRIOR YEAR 2022 PUBLIC WORKS FUNDS</i>
----------------------	--

WHEREAS: Prior Year Public Works Funds need to be re-established for the remaining unspent balance as of year-end 2022 for purchase or completion in 2023; therefore be it

RESOLVED: That the following account and amounts be re-established and the 2023 budget is amended:

<u>Capital Construction</u>	<u>Amount to Re-Establish</u>
------------------------------------	--------------------------------------

H1620.520911	Renovations 56 Main Street	\$38,900.35
--------------	----------------------------	-------------

RESOLVED: That the following accounts and amounts be re-established:

TO: A6510 540640 M7674 SUPPLIES (NOT OFFICE) \$15,405.40

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 76-23 *APPROPRIATION OF FUNDS*
BUDGET MODIFICATION 2023
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene (TCMH) has been allocated additional pass through state aid funding for the purpose of Alcohol and Substance Abuse Prevention; and

WHEREAS: TCMH has contracted with Tompkins-Seneca-Tioga BOCES to provide these services to Tioga County residents; and

WHEREAS: TCMH will incur no local share increase, yet this will require an appropriation of funds into the proper account codes; and

WHEREAS: The appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated and 2023 budget modified as follows:

From: A4211 434861 State Aid Council on Alcoholism \$ 10,284.00

To: A4211 540590 Services Rendered \$ 10,284.00

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 77-23 *APPROPRIATION OF FUNDS*
BUDGET MODIFICATION 2023
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene (TCMH) has been allocated additional pass through state aid funding for the purpose of Alcohol and Substance Abuse Prevention; and

WHEREAS: TCMH has contracted with the Council on Alcohol and Substance Abuses of Livingston County, d.b.a. Trinity to provide these services to Tioga County residents; and

WHEREAS: TCMH will incur no local share increase, yet this will require an appropriation of funds into the proper account codes; and

WHEREAS: The appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated and 2023 budget modified as follows:

From: A4211 434861	State Aid Council on Alcoholism	\$ 2,831.00
To: A4211 540590	Services Rendered	\$ 2,831.00

ROLL CALL VOTE

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 79-23 *APPROPRIATION OF FUNDS
AUTHORIZE THE ACCEPTANCE OF THE
2022 NYS DCJS BODY WORN CAMERA GRANT
SHERIFF'S OFFICE*

WHEREAS: The Sheriff's Office applied for and was awarded a NYS DCJS Body Worn Camera (BWC) grant in the amount of \$50,000; and

WHEREAS: The funding will help mitigate the costs of Body Worn Camera, required accessories, and data storage; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award and authorizes the Chair of the County Legislature to sign any and all grant related paperwork upon review of the County Attorney; and be it further

RESOLVED: That the 2023 budget be appropriated as follows:

FROM: A3110-433890-BWC22 State Aid Sheriff NYS DCJS \$50,000

TO: A3110-520130-BWC22 Equipment (not car) \$50,000

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 80-23 AMEND BUDGET & APPROPRIATE FUNDS
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene, in partnership with Trinity CASA, Tioga County Alcohol and Substance Abuse Prevention (TC ASAP) Community Coalition, continues to receive \$124,957 annual funding awards from the Centers for Disease Control and Prevention (CDC); and

WHEREAS: The award is designated for the existing Drug-Free Communities (DFC) Support Program; and

WHEREAS: These grant funds were previously part of annual Department budget, yet removed from 2023 per Budget Officer Directives; and

WHEREAS: The funding represents January 1, 2023 thru September 29, 2023 balance of the award; and

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

RESOLVED: That funding be appropriated as follows:

From: A4213 444863 Federal Aid DFC Grant	\$ 89,301.45
To: A4213 540590 Services Rendered	\$ 89,301.45

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 81-23 AMEND BUDGET & APPROPRIATE FUNDS
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene in partnership with Trinity CASA, Tioga County Alcohol and Substance Abuse Prevention (TC ASAP) Community Coalition, continues to receive \$50,000 annual funding awards from the Centers for Disease Control and Prevention (CDC); and

WHEREAS: The award is designated for the existing Comprehensive Addiction and Recovery Act (CARA) Program; and

WHEREAS: These grant funds were previously part of annual Department budget, yet removed from 2023 per Budget Officer Directives; and

WHEREAS: The funding represents January 1, 2023 thru June 30, 2023 balance of the award; and

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

RESOLVED: That funding be appropriated as follows:

From: A4213 444863 CARA Federal Aid CARA Grant \$ 34,615.18

To: A4213 540590 CARA Services Rendered \$ 34,615.18

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 82-23 *AMEND CAPITAL BUDGET AND
TRANSFER FUNDS FOR SWEEPER
PUBLIC WORKS*

WHEREAS: Tioga County entered into an agreement with the Villages of Owego and Nichols and the Town of Owego to jointly purchase a street sweeper/catch basin cleaner in 2022; and

WHEREAS: Village of Owego has now decided to opt out of this agreement; and

WHEREAS: Tioga County and the Town of Owego have agreed to reimburse the Village of Owego for their share of the joint purchase; and

WHEREAS: Cost savings was achieved in another 2023 Capital Reserve Budget line and Legislative approval is needed to authorize all Capital Reserve expenses; and

WHEREAS: Legislative approval is needed to amend 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H5130.520915	Patrol Truck	\$27,265.02
To: H5130.521945	Sweeper - Road	\$27,265.02

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

WHEREAS: The Tioga County Veteran Services' Agency (TCVSA) will be purchasing furniture, equipment and technology for our new office needs; and

WHEREAS: The TCVSA shall be utilizing funds as allowed by ARPA program guidelines to pay for the necessary furniture, equipment and technology; and

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

RESOLVED: That TCVSA budget be modified, and the following sums be transferred within the 2023 TCVSA budget to cover the costs of furniture, equipment and technology needs:

From: A6510 540640 M7674	ARPA Supplies (Not Office)	\$ 6,800.00
To: A6510 520130 M7674	ARPA Equipment (Not Car)	\$ 1,000.00
To: A6510 520621 M7674	ARPA Computer Equipment	\$ 1,800.00
To: A6510 520210 M7674	ARPA Furniture (Other)	\$ 4,000.00

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PERSONNEL COMMITTEE
 LEGISLATIVE WORKSESSION
 LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 86-23 *AUTHORIZE TO CREATE AND FILL
 SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY;
 TEMPORARILY INCREASE FULL-TIME HEADCOUNT
 LAW DEPARTMENT*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: Due to the announced retirement of the current Secretary to 1st Assistant County Attorney as of March 31st, 2023, the County Attorney has implemented a succession plan which includes the current Secretary to 1st Assistant County Attorney training her replacement for a period of time in order to transition duties; and

WHEREAS: In an attempt to recruit and train for said replacement the County Attorney would like to temporarily increase his authorized full-time headcount to offer the employee benefits; therefore be it

RESOLVED: That one full-time Secretary to the 1st Assistant County Attorney position shall be created effective February 15, 2023, at an annual salary of \$39,940 – \$49,740 (Management/Confidential); and be it further

RESOLVED: That the authorized full-time headcount for the Tioga County Law Department shall increase from 8 to 9 through March 31st, 2023 and shall revert back to 8 as of April 1, 2023.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 87-23 AUTHORIZATION TO CREATE AND FILL
ONE, FULL-TIME HEO III POSITION
PUBLIC WORKS

WHEREAS: Legislative approval is required for the creation of any new position within Tioga County; and

WHEREAS: This Resolution amends Resolution 35-23 which authorized the Chief Information Officer to create a temporary GIS Technician position effective February 1, 2023 with authorization to recruit and fill said temporary position on or after January 11, 2023 through April 1, 2023, at an hourly rate of \$25.55; and

WHEREAS: Legislative approval is required for the creation of any new position within Tioga County and any appointments made to a Management/Confidential position; and

WHEREAS: The GIS Manager position will become vacant upon the retirement of the current incumbent, William Ostrander; and

WHEREAS: The Chief Information Officer has implemented a succession plan which includes the current GIS Technician, Bryan Goodrich to be promoted to the GIS Manager position; and

WHEREAS: The Chief Information Officer would like to create another full-time GIS Manager position to aid in the transition of the incumbent GIS Manager's planned retirement; therefore be it

RESOLVED: That one full-time GIS Manager position (Management/Confidential \$60,379 – \$70,379) be created for a temporary duration effective February 15, 2023 through April 30, 2023; and be it further

RESOLVED: That the current GIS Technician, Bryan Goodrich be appointed to the GIS Manger position effective February 15, 2023 at an annual salary of \$65,073; and be it further

RESOLVED: That the authorized full-time headcount for the Information Technology & Communication Services shall temporarily increase from 10 to 11 effective February 15, 2023 and shall revert back to 10 as of April 30, 2023.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 89-23 *AUTHORIZE SALARY ABOVE HIRING BASE
CORRECTIONS OFFICER
SHERIFF'S OFFICE*

WHEREAS: As of January 1st, 2023, there were six full-time Corrections Officer positions vacant; and

WHEREAS: In order to maintain adequate staffing levels for the Corrections Division, the Sheriff has an immediate need to backfill said position; and

WHEREAS: Kenneth Wilbur, a transfer candidate with over 10 years of Corrections experience, applied and he is eligible and willing to accept a transfer from the Delaware County Sheriff's Office to a Corrections Officer vacancy in Tioga County; and

WHEREAS: Resolution 211-99 requires Legislative approval for any appointments made above an established base salary amount. The Sheriff has received approval from the Tioga County Corrections Association to hire a new Corrections Officer, who has over 10 years of corrections experience, at an annual salary rate reflecting ten years of experience per the current union contract, or \$53,428; therefore be it

RESOLVED: That the Sheriff is hereby authorized to backfill the vacant, full-time Corrections Officer position with Kenneth Wilbur at an annual salary of \$53,428 effective March 13, 2023.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 90-23 RECLASSIFY VACANT POSITION
MENTAL HYGIENE

WHEREAS: Legislative approval is required for all position reclassifications; and

WHEREAS: One Senior Certified Drug and Alcohol position (CSEA Salary Grade XIII) has been vacant since March 11, 2022; and

WHEREAS: The Director of Community Services has reviewed the staffing needs within the Mental Hygiene Department and has determined that said vacancy would be better utilized in the service of clients if the position was classified as a Certified Drug and Alcohol Counselor; and

WHEREAS: Due to program needs, there is need to fill the vacancy as a Certified Drug and Alcohol Counselor; therefore be it

RESOLVED: That the Legislature hereby authorizes the reclassification of one vacant, full-time Senior Certified Drug and Alcohol position (CSEA Salary Grade XIII) to a full-time Certified Drug and Alcohol Counselor (CSEA Salary Grade XI) effective February 15, 2023.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 91-23 *AUTHORIZATION TO FUND THE POSITION OF
DIRECTOR OF ADMINISTRATIVE SERVICES
SOCIAL SERVICES*

WHEREAS: Legislative approval is required to fund any position within Tioga County; and

WHEREAS: The Commissioner of Social Services currently has a vacant, unfunded, full-time Director of Administrative Services; and

WHEREAS: Upon the anticipated retirement of Gary Grant, Deputy Commissioner of Social Services, the Commissioner of Social Services would like to fund the position of Director of Administrative Services; and

WHEREAS: This position is critical for continuity in the functioning of the fiscal operation of the Department; therefore be it

RESOLVED: That the Commissioner of Social Services is authorized to fund the Director of Administrative Services Position within the Management/Confidential annual salary range of \$59,997 - \$69,997 effective February 15, 2023; and be it further

RESOLVED: That the Department of Social Services full-time headcount will increase from 88 to 89.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 92-23 *AMEND EMPLOYEE HANDBOOK:
SECTION I. RULES OF THE LEGISLATURE;
SUBSECTION IV. ORDER OF BUSINESS,
SECTION 2. – COMMITTEES AND
SECTION 4. – APPOINTMENTS*

WHEREAS: Due to several updates and minor revisions, Section I. Rules of the Legislature policy is in need of amendment; and

WHEREAS: SECTION 1. Subsection IV. ORDER OF BUSINESS needs to be revised to remove Unfinished Business, as this is not part of the County's standard agenda for each regular Legislature meeting; and

WHEREAS: SECTION 2. – COMMITTEES needs to be revised to update the Administrative Services Committee, Finance, Legal & Safety Committee, and Personnel Committees to accurately reflect the matters pertaining to each committee; and

WHEREAS: SECTION 4. – APPOINTMENTS needs to be revised to accurately reflect the County's current Boards, Committees, and Specialized Teams; therefore be it

RESOLVED: That SECTION I. Rules of the Legislature, Subsection IV. ORDER OF BUSINESS is amended to read as follows:

IV. ORDER OF BUSINESS

(1) The order of business at each regular meeting of the Legislature shall be as follows:

- Roll Call of Members
- Prayer
- Pledge of Allegiance
- Approve Minutes of Previous Meeting
- Privilege of the Floor
- Petitions, Communications and Notices
- Appointments
- Reports of Legislative Standing Committees
- Reports of Special Committees
- Presentation of Motions and Resolutions
- Late-Filed Resolutions
- Adjournment

(2) The following regulations shall be applicable to the foregoing order of business:

(a) Roll Call of Members

The Legislative Clerk shall call the roll of the members and record by name all members absent and shall further record the arrival of any members listed as present during the course of each meeting. In all cases of absence during any regular or special meeting, a majority of the Legislature may impose a penalty of fifty dollars for each non-attendance without sufficient excuse.

(b) Prayer

The Chair may direct a Legislator at each meeting to have prayer.

(c) Pledge of Allegiance

The Chair shall designate one of the members of the Legislature at each meeting to lead the assemblage in the Pledge of Allegiance to the United States of America.

(d) Approve Minutes of Previous Meeting

The formal reading of the minutes of the previous meeting shall not be required. Opportunity for corrections, alterations and additions shall be afforded to members of the body, after which the minutes, as corrected, shall be approved by a vote of the Legislature.

(e) Privilege of the Floor

Persons not members of the Legislature may be accorded the privilege of the floor and be permitted to speak on any matter relevant to the business of the Legislature. Such privilege shall be granted to those who fill out a sign-up sheet prior to the beginning of the meeting. Such privilege shall be limited to five (5) minutes. The privilege may also be granted on motion of any member, if approved by majority vote. Those persons granted the privilege of the floor shall address the Legislature with proper civility and shall refrain from any personal attacks or accusations directed at any member of the public, including members of the Legislature and officers and employees of the County of Tioga. The Chair, or the Legislature by majority vote, may extend the time afforded any speaker, or may limit the number of speakers on any subject.

(f) Petitions, Communications and Notices

Petitions, communications and notices may be presented by the Chair, Legislative Clerk, any member, or individual, and shall be read by the Legislative Clerk. The Chair may direct the Clerk to dispense with the

reading of petitions and communications, provided that any member may offer a point of order and call for the reading of the same. Disposition thereof shall be directed by the Chair unless objections be made, in which case dispositions shall be directed by majority vote.

(g) Appointments

Appointments to any agency, committee, organization or group that are the sole prerogative of the Chair shall be made at this point.

(h) Reports of Legislative Standing and Special Committees

Reports of Legislative Standing and Special Committees may be oral if written minutes have been filed with the Clerk of the Legislature.

(i) Presentation of Motions and Resolutions

All resolutions to be presented at any regular meeting shall be submitted for consideration by the appropriate committee by filing with the Clerk of the Legislature at least two (2) business days before any regularly scheduled committee meetings. The title of any resolution shall be sufficiently clear as to describe the resolution's general purpose and intent to the casual reader. (See Resolution Procedures) Any resolutions not filed in a timely fashion will be deferred to the next scheduled regular meeting and shall not be considered at the current meeting; or such special meeting as may be called for the purpose of considering any such resolution, except by the consent of the majority of the Legislature. If the Legislature accepts the resolution to be heard, it must be submitted to the Clerk of the Legislature.

(j) Late-filed Resolutions

Any resolution not filed in a timely manner as defined above in Section IV, subparagraph 2, section h shall be considered a late-filed resolution. Any Department Head, individual, or designee seeking Legislative consideration of a late-filed resolution shall first obtain the consent of a majority of the members of the Legislature prior to submitting a late-filed resolution to the Legislative Clerk. The Legislature requires that any Department Head, individual, or designee seeking a late-filed resolution shall personally appear before the Legislature as directed by the Chair.

(k) Variance from Order

The Chair may, for any meeting, vary the foregoing order of business unless any member objects, in which event the variance may be made only upon majority vote. The Chair may not, however, omit any item except upon unanimous consent of the Legislature.

And be it further

RESOLVED: That SECTION 2. – COMMITTEES be amended to read as follows:

SECTION 2 - COMMITTEES

- (1) The Chair of the Legislature shall be an ex-officio member (i.e. non-voting) of all Legislative Standing and Special Committees with the exception of labor negotiations.
- (2) The Chair of the Legislature shall appoint the members and designate the Chair of all Legislative Standing Committees within the (10) days following his/her election. He/she shall also appoint the members and designate the Chair of all subsequently created Legislative Standing Committees within ten (10) days following creation thereof.
- (3) Any vacancy, including that of Committee Chair, occurring on any Legislative Standing or Special Committee, shall be filled by the Legislative Chair within thirty (30) days after such vacancy occurs.
- (4) Neither the Chair nor any other member of a Legislative Standing or Special Committee shall be removed during the term for which the Chair or committee was appointed except for due cause. The issue of due cause shall be determined by the members of the Legislature and recorded by a roll call vote.

With the approval of the members of the Legislature, Legislative Standing Committee members may seek or exchange other committee assignments for any reason.
- (5) The members of all Legislative Standing Committees shall be appointed for the calendar year and shall continue in office until their successors have been appointed, but nothing herein contained shall be construed to allow any person to continue to serve on any committee after he or she has ceased to be a member of the Legislature.
- (6) The Legislature, by majority vote, or the Chair may, from time to time, create and appoint members of Special Committees. Any resolution creating a Special Committee shall specify the powers and duties of the committee and the number of members. Each member of any Special Committee shall serve for the period specified in such resolution but in any event no longer than the term for which he or she shall have been elected as a Legislator. Such Special Committees may be completely legislative in composition or may include county officers, employees or members of the public, provided

however, that any such committee consisting of non-members of this body shall possess none of the duties, powers or authority vested in the Legislature.

- (7) Legislative Standing Committees shall consist of at least three (3) Legislators, but not more than four (4) Legislators with the exception of the Finance/Legal Committee, which shall be a committee of the whole.
- (8) Each Legislative Standing and Special Committee shall perform the duties so designated by the rules of this Legislature, as required by law or as assigned by the Chair of the Legislature.
- (9) Upon a two-thirds vote of the whole number of the members of the Legislature, any matter assigned by the rules, or otherwise, to any Legislative Standing Committee may be withdrawn from the consideration of such committee and referred to a Special Committee appointed in such manner, as the resolution withdrawing such matter shall direct.
- (10) The Chair of each Legislative Standing Committee and Special Committee shall be the presiding officer and shall cause the members thereof to be notified in advance of each meeting. The Legislative Standing or Special Committee Chair shall call all necessary meetings. Upon their refusal or neglect to call any meetings, the Legislative Clerk of the Legislature upon written request signed by the Chair of the Legislature or by a majority of the committee, shall call such meeting.
- (11) There shall be the following Legislative Standing Committees and their duties shall be as required by law, as directed by the Chair of the Legislature, or as so, designated herein.

Administrative Services - Within the jurisdiction of this committee shall fall all matters pertaining to the following:

- (1) All matters pertaining to the operation of the County Clerk's Office.
- (2) All matters pertaining to the operation of the Department of Motor Vehicles.
- (3) All matters pertaining to the operation of the County Historian and county history.
- (4) All matters pertaining to the operation of the Real Property Tax Services and with regard to the correction of assessments and corrections of any manifest errors on the assessment rolls.
- (5) All matters pertaining to the operation of the Veterans Service Agency.
- (6) All matters pertaining to the operation of the Board of Elections.

- (7) All matters pertaining to Records Management, including both current and archive records and physical asset inventory of County personal property.

Economic Development/Planning/Tourism/Agriculture - (ED&P Committee) - Within the jurisdiction of this committee shall fall all matters pertaining to the following:

- (1) All matters pertaining to the operation of the Economic Development Office. This specifically includes the interfaces to the Tioga County Industrial Development Agency, the Tioga County Local Development Corporation, the Tioga County Property Development Corporation (Land Bank) and any subsequent entities created by the Legislature in support of economic development within Tioga County.
- (2) All matters pertaining to County Planning.
- (3) All matters pertaining to the operation of the Tourism Office.
- (4) Agriculture - All matters pertaining to societies and/or organizations for the prevention of cruelty to animals, County extension service associations, Soil & Water Conservation District, and Agricultural Districts.
- (5) All matters pertaining to recycling, household hazardous waste, and renewable energy.

Finance/Legal & Safety – Within the jurisdiction of this committee shall fall all matters pertaining to the following:

- (1) Finance - All matters pertaining to the fiscal affairs of the County, including all matters relating to the methods and operation of the County Treasurer's Office, the appropriation of County funds, the borrowing of money for County purposes, the reports of the Budget Officer and the various steps in the preparation of the County budget, and the apportionment of license, mortgage and other taxes among the Towns and Villages of the County. This committee is also designated as the committee for the purpose of receiving tentative budgets filed with the Legislative Clerk, pursuant to Section 357 for the County Law.
- (2) Legal - All matters pertaining to the County Attorney's Office, District Attorney's Office, Public Defender's Office, Assigned Counsel, justices, and the New York State Court Systems Tioga County operations. All matters and litigation in which the County is concerned which may require legal action by the County and Freedom of Information duties.

- (3) All matters pertaining to Safety, Right to Know and ADA regulations including building accommodations.

Information Technology & Communications Services – (Information Technology Committee) Within the jurisdiction of this committee shall fall all matters pertaining to the following:

- (1) Information Technology & Communications Services – All matters pertaining to data processing and telecommunications, including but not limited to budgetary reports and processes, information systems and development of new programs and software.
- (2) Purchasing - The Chief Information Officer is the responsible person for overseeing the administrative details of Tioga County's purchasing program.

Health & Human Services – Within the jurisdiction of this committee shall fall all matters pertaining to the following:

- (1) Social Services - Within the jurisdiction of this committee shall fall all matters pertaining to areas affecting the Department of Social Services. Said committee shall also examine the bills and accounts of the Department of Social Services, including its administration of all programs related thereto. Shall also include all matters pertaining to the Youth Bureau, the development of youth services, and all matters pertaining to the operation of the Tioga Career Center.
- (2) Public Health - Within the jurisdiction of this committee shall fall all matters pertaining to Public Health Nursing, Physically Handicapped Children's Programs, general supervision of the Public Health Services, the Environmental Health Division, the Board of Health, and the functions of the Sealer of Weights and Measures.
- (3) Mental Hygiene – Within the jurisdiction of this committee shall fall the following matters pertaining to all Mental Health functions and related sub-agencies and services, all Developmental Disabilities functions and related sub-agencies and services, and all Drug and Alcohol functions and related sub-agencies and services.
- (4) Transportation – All matters related to public transportation.

Public Safety/Probation, STOP DWI & Coroner – Within the jurisdiction of this committee shall fall the following:

- (1) Public Safety - All matters pertaining to all areas affecting the Sheriff's Office, including the County Jail, road patrol, and emergency communication center (911).
- (2) All matters pertaining to the Department of Emergency Services.
- (3) All matters pertaining to County Fire Safety.
- (4) Probation -All matters pertaining to the Probation Department and related services.
- (5) STOP DWI Program – All matters pertaining to the STOP DWI Program and related services.
- (6) All matters pertaining to the Coroners and related services.

Public Works & Capital Projects - Within the jurisdiction of this committee shall fall the following:

- (1) All matters pertaining to the maintenance of all County-owned or leased real property, and the capital construction and improvements thereon.
- (2) All matters pertaining to the maintenance and construction of highways and bridges in which the County has responsibility, together with general overall supervision of the Commissioner of Public Works.
- (3) All matters relating to the County's fleet of vehicles.

Personnel Services (Personnel Committee) - Within the jurisdiction of this committee shall fall the following matters:

- (1) Personnel Administration & Services - All matters pertaining to the administration of County officers and employees' compensation, both union and Management/Confidential, including salaries, health insurance and retirement benefits, and any matters properly referable to the Personnel Department. All requests for creation or abolition of position(s) shall be referred to this committee.

- (2) All matters pertaining to civil service involving the County and all reports of the NYS Civil Service Commission required by law or by direction of the Legislature shall be referred to this committee.
- (3) Worker's Compensation - All matters pertaining to Workers' Compensation.

And be it further

RESOLVED: That SECTION 4. – APPOINTMENTS be amended to read as follows:

SECTION 4 – APPOINTMENTS

The Chair of the Legislature shall appoint the members of all Legislative Standing and Special Committees of the Legislature in accordance with Section 2, Rule 2.

(1) At the organizational meeting the Legislature shall appoint:

(a) Clerk to the Legislature who shall serve during the pleasure of the membership of the Legislature and shall be appointed for a term as set forth in Group One of Local Law 1 of 2021. He or she shall serve until a successor is appointed and qualified. (County Law No. 475).

(b) County Attorney who shall serve for the term for which the membership in Group One of Local Law 1 of 2021 of such Legislature appointing him or her was elected (County Law No. 500).

(c) Budget Officer who shall serve during the pleasure of the membership of such Legislature appointing him or her, shall be appointed for a term as set forth in Group One of Local Law 1 of 2021 (County Law No. 351, sub. 3).

(d) Public Defender whose term of office is fixed with Group One of the Tioga County Legislators pursuant to Local Law 2 of 2011.

(2) The following County positions are to be appointed by the Legislature whenever called for:

- (a) Commissioner of Social Services who shall serve a five (5) year term.
- (b) Commissioner of Public Works who shall serve a five (5) year term.
- (c) Director of Real Property Tax Services I who shall serve a six (6) year term.

- (d) Director of Weights and Measures I who shall serve according to Civil Service Law.
 - (e) Historian who shall serve at the pleasure of the Legislature.
 - (f) County Auditor who shall serve a term consistent with that of the Clerk to the Legislature.
 - (g) Personnel Officer who shall serve for a term of six years (Civil Service Law, Section 16(b)).
 - (h) Director of Community Services who shall serve for a term of five (5) years.
 - (i) Public Health Director who shall serve for a term of six (6) years.
 - (j) Economic Development & Planning Director who shall serve at the pleasure of the Legislature.
 - (k) Chief Information Officer who shall serve at the pleasure of the Legislature.
 - (l) Director of Veterans Service Agency who shall serve at the pleasure of the Legislature.
 - (m) Probation Director II who shall serve according to Civil Service Law.
 - (n) Two Board of Election Commissioners, one Republican, one Democratic, who shall serve for a two (2) year term according to Legislative resolution.
 - (o) Director of Emergency Services who shall serve according to Civil Service Law.
- (3) The following committees, boards, specialized teams, or positions shall be filled by the Legislature by resolution. The appropriate Legislative Standing Committee shall be consulted, by the Chair, and reported to the members of the Legislature, for recommendations. Geographic and demographic representation throughout the County shall be considered.

ADA Coordinators (2)
Ag & Farmland Protection Board
Alternatives to Incarceration Board
Assigned Counsel
Board of Ethics
Board of Health
Broome-Tioga Workforce Development Board
Community Services Board
Critical Incident Stress Debriefing Team
Fire Investigation Team
Fish & Wildlife Management Board
Hazardous Materials Team
Industrial Development Agency
Local Development Corporation

WHEREAS: Due to the transition to Munis, the Tioga County Legislature adopted Financial Guidelines, which addressed the process for budget requests, transfers, amendments, and modifications; and

WHEREAS: Section III. Financial Rules, Subsection a. Budget Transfers policy in the Employee Handbook was not updated to reflect the new processes and procedures; therefore be it

RESOLVED: That Section III. Financial Rules, Subsection a. Budget Transfers policy is hereby amended in its entirety to be in compliance with the current Munis processes and practices and as defined by the County.

SECTION III – FINANCIAL RULES

a. BUDGET TRANSFERS **(FORMERLY POLICY #4)**

FINANCES, (BUDGET), ACCOUNTING PROCEDURES, AUDITING PROCEDURES, PROGRAM AUDITS, EXIT AUDITS OR EXIT CONFERENCES

SECTION I. FINANCES

- A. Budget Requests
- B. Budget Transfers and Amendment Types
 - 1. Budget Transfers
 - 2. Budget Amendments
- C. Budget Modifications

SECTION II. ACCOUNTING PROCEDURES

SECTION III. AUDITING PROCEDURES

SECTION IV. PROGRAM AUDITS, EXIT AUDITS, OR EXIT CONFERENCES

SECTION I. FINANCES

As of 2015, all accounting and budgetary transactions are managed through Munis financial management accounting system.

A. Budget Requests

1. The Budget Officer will annually notify all Legislators, Department Heads, and Administrative Assistants when the Next Year Budget Entry Module in Munis is available for budget entry.

2. Each Department Head is responsible for entering their Department budget in Munis, in accordance with the Budget Officer's budget directives and budget year calendar. This includes Capital Budgets.
3. All budget requests shall receive the approval of the Department's respective Legislative Standing Committee. Department Heads are required to present their budgets to their Legislative Standing Committees, in accordance with the Budget Officer's budget directives and budget year calendar. This includes Capital Budgets.
4. Failure to enter a Department budget in Munis by the date specified without an authorized extension may result in the Budget Officer preparing a budget in Munis based on the previous year budget.
5. The Budget Officer and the Legislative Standing Committee Chair shall have prior review of the budget.
6. Department Heads are required to begin discussions with the Commissioner of Public Works and the Chief Information Officer for any capital needs/requests.
7. Department Heads are required to begin discussions with the Personnel Officer for any new positions or staff changes during the budget process and prior to budget presentation to the Department's respective Legislative Standing Committee.
8. The Budget Officer will present the County's Tentative Budget at a public hearing no later than November 15th. The Budget Officer is responsible for posting the Tentative Budget on the County website. Following the public hearing, the Tentative Budget cannot be increased without conducting another public hearing.
9. The Legislature is required to adopt the County budget no later than December 20th each year. The Budget Officer is responsible for posting the Adopted Budget on the County website and providing the Clerk of the Legislature with a copy.

B. Budget Transfers & Amendment Types:

Type 1 – Transfer between two revenue or two expense accounts within the same Org.

Type 2 – Bottom line fund budget is being increased or decreased. **This type of transfer can only be entered by the Budget Officer).**

Type 3 – “One-sided” entry, journal will not be balanced.

1. Budget Transfers

- a. A Budget Transfer CANNOT cross over ORGS or FUNDS.
- b. A Budget Transfer in Munis is defined as a transfer of appropriations or revenues among two or more accounts with the same ORG. A Budget Transfer does NOT change the total budgeted funds of the ORG (FUND).
- c. Departments are responsible for initiating and entering Budget Transfers in the Munis Budget Module – Budget Transfers and Amendments. The Department Head is responsible for Step 10 approval and the Budget Officer is responsible for the Step 20 approval and posting of the Budget Transfer. This all occurs within the established Munis workflow.
- d. All budget transfer requests require Department Head and Budget Officer approval via Munis workflow.

2. Budget Amendments

- a. A Budget Amendment CANNOT cross over ORGS or FUNDS.
- b. A Budget Amendment in Munis is defined as any budgetary action that changes the original approved budgeted line-item structure, but does not modify the approved budgeted amount, budgetary level defined, or Department funded.
- c. All Budget Amendment requests need to be initiated and entered in Munis by the Department with the attached “Budget Amendment Request Form” located on the County’s Intranet.
- d. All Budget Amendment requests that need a new line item or account to be added to the Chart of Accounts, requires a “New Account Request Form” to be scanned and attached with the Budget Amendment request in Munis.
- e. All approved Budget Amendment requests initiated by a Department into a newly budgeted expense object that was not in the original approved budget requires Budget Officer review and approval.

C. Budget Modifications

1. A Budget Modification CAN cross over ORGS and FUNDS with a certified Legislative resolution.
2. A Budget Modification in Munis is defined as any budgetary action that changes the original approved budgeted amount, the highest level defined, or Department originally funded. Examples include Contingency Fund

requests, a transfer from Department to Department, and a transfer from one object code to another outside of the accounting series (51 to 54, etc.).

3. All Budget Modification requests need to be initiated by the Department via resolution for Legislature consideration. The resolution is required to be sent to the Budget Officer and Chief Accountant for review prior to submission to the Legislative Clerk for Legislature consideration. Resolution must go through the Department's Legislative Standing Committee AND Finance, Legal, Safety Committee for approval. Upon Legislative approval via certified resolution, the Budget Officer will enter and approve the budget transaction in Munis.
4. Periodic reporting will be provided to the Legislative Office as requested for all budgetary changes.

SECTION II. ACCOUNTING PROCEDURES

The County Treasurer, as chief fiscal officer, may formulate and prescribe systems of keeping accounts by departments, and may, from time to time whenever deemed necessary, prescribe changes in methods of record keeping by the Department.

[NOTE: The County Treasurer is required by law to maintain records in a certain form.]

SECTION III. AUDITING PROCEDURES

Munis workflow is designed for Department approval (Step 10) and County Auditor approval (Step 20).

Department Heads or designated staff are responsible for ensuring that AP invoices entered in Munis for payment are accurate and in compliance with the Procurement and Purchasing Policy and that all supporting documentation is in Munis prior to Step 10 approval and initiating Step 20 County Auditor for final review and approval.

SECTION IV. PROGRAM AUDITS, EXIT AUDITS, OR EXIT CONFERENCES

The Department Head responsible for the program, agency or budget, shall notify the Chair of the County Legislature, the Chair of the appropriate Legislative Standing Committee, the Personnel Officer, the County Treasurer and the Clerk of the Legislature of the date, time and location of said program audit, exit audit or exit conference.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: LEGISLATIVE WORKSESSION
PERSONNEL COMMITTEE

RESOLUTION NO. 94-23 *AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES;
SUBSECTION T. ENTITLED TIOGA COUNTY
REMOTE WORK POLICY-PILOT PROGRAM,
SUBSECTION IV. POLICY C. HARDWARE, SOFTWARE
AND SUPPLIES*

WHEREAS: The Tioga County Legislature adopted Resolution 265-21 on November 9, 2021 establishing a new policy entitled Tioga County Remote Work supporting the use of remote worksites for a portion of the standard workweek and allowing Department Heads to implement Remote Work Arrangements for eligible Management/Confidential employees, where appropriate; and

WHEREAS: On January 10, 2023, the Tioga County Legislature adopted Resolution 47-23 to rename, amend, and replace the Remote Work Policy-Pilot Program in its entirety for continuation as a pilot program set to expire on December 31, 2023, unless otherwise expanded; and

WHEREAS: As a pilot program, it is known that this policy is subject to additional revisions as deemed necessary; and

WHEREAS: The Chief Information Officer has determined to mitigate the risk of a security and/or data breach that the County will provide the hardware devices needed, as approved by the respective Department Head and Information Technology; and

WHEREAS: Section IV. POLICY, Subsection C. Hardware, Software, and Supplies has been revised identifying the County and employee responsibilities; therefore be it

RESOLVED: Section IV. POLICY, Subsection C. Hardware, Software, and Supplies is hereby amended to read as follows:

IV. POLICY

C. Hardware, Software and Supplies:

1. The County will provide a computer, laptop or tablet approved by Information Technology. The Employee will be responsible for workspace, networking and/or internet capabilities at the remote work location and shall not be reimbursed by the County for these or related expenses. Special circumstances may arise and will be reviewed by the Department Head. (*Arrangements made prior to effective date of this policy may remain in effect with approval from Department Head). Internet access is expected to be reliable and secure, and meet the bandwidth needed for the job.
2. The need for specialized material or equipment in order to remote work should be minimal. The County shall provide equipment (hardware and/or software) and services (such as technical support) if it is approved in advance by the employee's Department Head and the Chief Information Officer.
3. Department expenses incurred in the implementation and execution of remote work arrangements require the approval of the Department Head. If County equipment is provided to the employee, the employee is responsible for seeing that the equipment is properly used in compliance with County IT policy and returned in working order to the County upon conclusion of the Remote Work Arrangement.
4. Standard office supplies (such as paper and pens) will be provided by the County and should be obtained by the employee at the centrally located worksite. Out-of-pocket expenses for supplies normally available at the centrally located worksite will not be reimbursed. Office furniture will not be provided to employees who remote work.
5. Employees who remote work are subject to the same internal County policies regarding the use of County-provided equipment (hardware and/or software) and services as that of employees at the centrally located worksite.
6. Employees who remote work shall not allow anyone, except County employees, to use or access County-provided equipment (including hardware, software, chargers, storage devices) and services.
7. Employees are prohibited from accessing the County network using a public access computer.
8. **HARDWARE:** New or existing computer equipment shall be provided to staff by the County if approved in advance by the employee's Department Head and the Chief Information Officer. All County owned hardware equipment and devices must be returned to the County as

- soon as the remote working agreement has ended, or when the equipment is no longer needed to perform related work activities.
9. The County will provide routine maintenance and repairs for County owned computers and equipment. The County will try and perform maintenance remotely, however, to complete necessary maintenance it may be required that the staff member bring their device back to the worksite or internal network. Staff can request technical support for County computer devices by sending an email to the Tioga County Helpdesk. County IT staff will not visit the employee's remote work location to provide service onsite.
 10. **SOFTWARE:** Employees must conform to the County's software standards. Department Heads will consult with Information Technology staff to ensure that the software needed conforms to the County's software policies.
 11. Remote access to the County's network may be provided to the employee at the discretion of the employee's Department Head and with the approval of the Chief Information Officer or designee. If the County's remote access system includes internet access or other dial-in services, the employee may only use the County provided internet access or other dial-in services in a manner consistent with that of employees at the centrally located worksite. Employees who remote work are subject to the same internal County policies regarding the use of County provided equipment, software and services as that of employees at the centrally located worksite.
 12. The County may purchase software for installation on County-provided equipment if approved in advance by the employee's Department Head and the Chief Information Officer or designee.

And be it further

RESOLVED: That the remainder of the Remote Work Policy-Pilot Policy is unchanged.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 95-23 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES:
SUBSECTION V. LEAVE TIME

WHEREAS: The County Attorney has reviewed the Employee Handbook for compliance with State and Federal Law and has identified the need to amend Section IV. Personnel Rules, Subsection V. Leave Time, with the revision of Paragraph C. and the addition of Paragraphs E. and F.; and

WHEREAS: Section 202-j of the New York State Labor Law requires employers to provide up to three (3) hours of unpaid leave time per calendar year to donate blood; and

WHEREAS: Section 202-a of the New York State Labor Law requires employers to allow unpaid leave absences to undergo a medical procedure to donate bone marrow not exceeding twenty-four (24) hours per each request; and

WHEREAS: Tioga County does not have its own leave time for blood donation and bone marrow donation policies; and

WHEREAS: The County Attorney has written and proposed new paragraphs entitled E. related to blood leave donation and F. related to bone marrow donation; and

WHEREAS: Paragraph C. related to cancer screening has been revised to remove the term "male/female" and to add the word "time" to the following sentence "Leave time for cancer screening(s) is not cumulative and expires at the close of business on the last day of each calendar year"; therefore be it

RESOLVED: That Section IV., Personnel Rules, Subsection V. Leave Time, Paragraph C. related to cancer screening is hereby amended to read as follows:

C. In accordance with Section 159-b of the Civil Service Law (amended as of March 18, 2018, all County employees (full-time, temporary or permanent) are allowed up to four (4) hours of paid leave time per calendar year annually for cancer screening(s). Leave time for cancer screening(s) is not cumulative and expires at the close of business on the last day of each calendar year. Travel time to and from the screening(s) is included in the four

hours. Absence beyond the four hours must be charged to other leave time. Employees who undergo the screening(s) outside their regular work schedule do so on their own time. Employees are not granted compensatory time off for cancer screening(s) that occur on days off or holidays. Employees are required to provide satisfactory medical documentation that their absence was for the purpose of screening for cancer. The documentation should be attached to the employee's time sheet or presented to the Department Head.

And be it further

RESOLVED: That Section IV., Personnel Rules, Subsection V. Leave Time, is hereby amended to add new Paragraphs E. related to blood work donation and F. related blood marrow donation to read as follows:

- E. In accordance with Section 202-j of the New York State Labor Law all County employees, full-time, temporary, or permanent are allowed up to three (3) hours of unpaid leave time per calendar year annually for the purpose of donating blood. Leave time for blood donation(s) is not cumulative and expires on the last day of each calendar year. Travel time to and from blood donation sites is included in the three hours. Leave taken by employees at a county-designated donation alternative (such as an employer-sponsored blood drive at the workplace) must be paid leave that is provided without requiring the employee to use accumulated vacation, personal, or other leave time. Employees are required to give reasonable notice of at least three working days prior to the day of their intended use of leave time. Documentation should be attached to the employee's time sheet or presented to the Department Head.
- F. In accordance with Section 202-a of the New York State Labor Law all County employees, full-time, temporary, or permanent are allowed unpaid leaves of absence to undergo a medical procedure to donate bone marrow. The length and duration of leave must be determined by a physician, but the combined leaves may not exceed twenty-four (24) hours per each request for the purpose of donating bone marrow, unless agreed to by the Department Head. This leave is available only to the extent that it conflicts with the employee's work schedule. Leave may be taken in increments of either full or partial days, and may include any necessary travel time, medical testing, or further procedures to determine bone marrow compatibility, medical procedure, and recovery time. Employees must provide suitable verification from a physician regarding the purpose

and length of each leave. Documentation should be attached to the employee's time sheet or presented to the Department Head.

And be it further

RESOLVED: That the remainder of the Section IV. Personnel Rules: Subsection V. Leave Time Policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO:	PERSONNEL COMMITTEE LEGISLATIVE WORKSESSION FINANCE, LEGAL & SAFETY COMMITTEE
--------------	---

RESOLUTION NO. 96-23	<i>AMEND EMPLOYEE HANDBOOK; SECTION IX. SAFETY RULES, SUBSECTION J. WORKPLACE VIOLENCE PREVENTION PROGRAM POLICY AND DISCRIMINATORY HARASSMENT POLICY</i>
----------------------	---

WHEREAS: Tioga County's Workplace Violence Prevention Program Policy and Discriminatory Harassment Policy was reviewed by the Workplace Violence Advisory Team and the Loss Control Committee for the annual review of the Workplace Violence Prevention Program Policy and Discriminatory Harassment Policy for necessary updates; and

WHEREAS: The Workplace Violence Prevention Program Policy and Discriminatory Harassment Policy warrants revisions in several sections and the need for forms to be updated in their entirety; therefore be it

RESOLVED: That the Workplace Violence Prevention Program Policy and Discriminatory Harassment Policy be updated to include inclusive pronouns; and be it further

RESOLVED: That **Section I. Workplace Violence Prevention Program Policy, Subsection III. Definitions** is hereby amended to include two new definitions; 6. Harassment and 7. Furniture Abuse to read as follows:

III. Definitions

6. Harassment occurs when you have the intent to harass, annoy or alarm some person and you: Strike them in some manner or make physical contact with them (or attempt to do so); or follow a person around in public areas; or engage in a course of conduct (repeated actions) of annoyance or alarm to that person without any legitimate reason to do so.
7. Furniture Abuse can be defined as the deliberate kicking, smashing, slamming or hitting of chairs, tables, workstations, walls, doors, objects or other items of furniture in the workspace.

And be it further

RESOLVED: That **Section I. Workplace Violence Prevention Program Policy, Subsection V. Responsibilities**, 1. Department Head/ Supervisor Responsibility and 3. Safety Officer are hereby amended to read as follows:

V. Responsibilities

1. Department Head/Supervisor Responsibility

Department Heads and supervisors are expected to enforce the program in a fair and consistent manner and ensure all aspects of the program under their area of responsibility are properly met.

If an employee notifies their Department Head of an actual or potential workplace violence incident or submits a completed Workplace Violence Incident Report, the Department Head is responsible for following the reporting procedures as outlined in Section VII of this policy. Failure to follow reporting procedures could result in disciplinary action.

3. County Attorney's Office

The County Attorney's Office, or their designee, will be responsible for annual training and disseminating any changes made to this policy to County personnel, as well as ensuring the policy is posted appropriately throughout county buildings and other work sites.

And be it further

RESOLVED: That **Section I. Workplace Violence Prevention Program Policy, Subsection VIII. Incident Investigation, 1. Risk Evaluation After a Workplace Violence Incident** is hereby amended to read as follows:

VIII. Incident Investigation

1. Risk Evaluation After a Workplace Violence Incident

The County Attorney's Office, or their designee, will perform a risk evaluation and determination immediately after the occurrence of a workplace violence incident. The investigation may take various forms, depending upon the type of incident.

Upon completion of the review, the County Attorney's Office, or their designee, will address the cause(s) of the incident and take the necessary steps to eliminate or reduce the likelihood of such an incident occurring again. The County Attorney's Office may also make recommendations for revising the Workplace Violence Prevention Policy. Any revisions to the policy will be put in writing and made available to employees. Employee training will be provided if significant changes to the policy are made. The County will also consider global prevention enhancements at all work sites which may be necessary to properly protect employees.

And be it further

RESOLVED: That **Section I. Workplace Violence Prevention Program Policy, Subsection X. Workplace Risk Evaluation** is hereby amended to include additional risk factors, worksite locations, and applicability in Tioga County and to read as follows:

X. Workplace Risk Evaluation

As required by Section 27-b of the NYS Labor Law, the County conducted an evaluation of the workplace in general, and each worksite specifically, to identify existing or potential hazards that might place employees at risk of workplace violence.

The following risk factors, locations and applicability in Tioga County are listed below:

1. Working in public settings applies to all County locations and personnel.
2. Working late night or early morning hours applies to personnel at the Ronald E. Dougherty County Office Building, Court Annex/County Clerk's Building, Health and Human Services Building, Public Safety Building, Highway Department, Buildings & Grounds, Mental Hygiene Building in Waverly, Public Defender's Building, ILS Building, Child Advocacy Center Building, and the

- County Truck Wash Building.
3. Exchanging money with the public applies to personnel at the County Office Building, Public Safety Building, Court Annex/County Clerk's Building, Health and Human Services Building, Ronald E. Dougherty County Office Building and the Mental Health Building in Waverly.
 4. Working alone or in small numbers applies to personnel at all County Office Buildings. It also applies to personnel who do County work off County premises.
 5. Uncontrolled access to the workplace applies to personnel at the County Office Buildings or sites with unrestricted access.
 6. Areas of previous security problems include the Ronald E. Dougherty County Office Building and Health and Human Services Building.

And be it further

RESOLVED: That **Section I. Workplace Violence Prevention Program Policy, Subsection XI. Methods for Hazard Prevention and Control, #2** is hereby amended to read as follows:

XI. Methods for Hazard Prevention and Control

2. The hierarchy of controls to be used is:
 - Elimination
 - Substitution
 - Engineering Controls.
 - Administrative Controls.
 - Personal Protective Equipment.

And be it further

RESOLVED: That **Section 2 Discriminatory Harassment Policy, Subsection I. Policy Statement, paragraph 1** is hereby amended to read as follows:

It is the policy of the County of Tioga to provide and maintain a work environment which is free from unlawful discrimination based on race, creed, color, national origin, sexual orientation, military status, sex, age, marital status, domestic violence victim status, disability, pregnancy-related condition, predisposing genetic characteristics, prior arrest or conviction record, familial status, gender identity, and any other class protected by law (collectively referred to as "discriminatory harassment" or "harassment"). Harassment based on these characteristics is a form of unlawful discrimination and is prohibited in each and every work environment and each and every situation which directly impacts the work environment.

And be it further

RESOLVED: That **Section 2 Discriminatory Harassment Policy, Subsection II. Definitions, 1. Sexual Harassment** is hereby amended to read as follows:

1. "Sexual Harassment" is defined as:

A form of gender-based discrimination. Unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature when:

- A. Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment (e.g., promotion, training, assignments, etc.);
- B. Submission to or rejection of such conduct by an individual is used as a basis for employment decisions (e.g., hiring, evaluation, promotion) affecting such individual; or
- C. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Examples of specific behaviors that may be considered sexual harassment include, but are not limited to:

- Spoken or written words related to an employee's sex
- Any sexual advance that is unwelcome
- Sexually oriented comments
- Showing or displaying pornographic or sexually explicit objects or pictures in the workplace
- Offensive touching, patting or pinching
- Requests for sexual acts or favors
- Abusing the dignity of an employee through insulting or degrading sexual remarks or conduct
- Threats, demands or suggestions that an employee's work status is contingent upon her/his toleration of or acquiescence to sexual advances
- Subtle pressure for sexual activities
- Leering at a person

Sexual harassment is gender neutral and may involve members of the same or different gender.

And be it further

RESOLVED: That **Section 3. FORMS – ALL FORMS ARE LOCATED ON COUNTY INTRANET** is hereby amended to read as follows with the following updated forms located on the County Intranet:

SECTION 3 – FORMS – ALL FORMS ARE LOCATED ON COUNTY INTRANET

Form 1: Workplace Violence Incident Report Form

Form 2: Workplace Violence Prevention Program Policy Acknowledgement Form

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 98-23 *AUTHORIZE APPOINTMENT OF SAFETY OFFICER*

WHEREAS: Legislative approval is required for any appointments made to a Management/Confidential position; and

WHEREAS: Since November 1, 2022, the position of Safety Officer has been vacant due to resignation; and

WHEREAS: The County Attorney has recruited and identified a qualified candidate whom he would like to hire for said position; therefore be it

RESOLVED: That the County Attorney is hereby authorized to provisionally appoint Doreen Holbrook to the title of Safety Officer effective February 27, 2023, pending successful completion of civil service examination requirements at an annual Management/Confidential salary of \$56,000.00.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, Flesher, and Monell.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Meeting was adjourned at 12:23 P.M.

Public Hearing
Annual Agricultural District Inclusion
February 23, 2023

The Public Hearing on requests of inclusion of viable agricultural land in agricultural districts received within the designated time period in 2023 was called to order by the Chair at 10:02 A.M. Eight Legislative members were present with Legislator Mullen being absent.

There were five people in attendance.

The Clerk read the legal notice as published in the official newspapers.

Megan Schnabl, Agricultural Development Specialist of the Economic Development & Planning Department spoke. "This year we had one request from one property owner consisting of seven parcels of land totaling 397.72 acres. The parcels are located in the Town of Tioga, Town of Barton and Spencer Agricultural District #1. We deemed this land viable agricultural land as they grow oats, hay, and have livestock and poultry. The Agricultural and Farmland Protection Board met last week and passed a resolution to recommend the Legislature include this land in the Spencer Agricultural District #1."

There being no comments, the hearing was adjourned at 10:04 A.M.

Third Regular Meeting
March 14, 2023

The Third Regular Meeting of 2023 was held on March 14, 2023 and was called to order by the Chair at 12:01 P.M. Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, and Standinger were present with Legislator Weston being absent.

Chair Sauerbrey asked Legislator Roberts to have a moment of prayer. "Our Heavenly Father, we thank you for all the blessings you have given us this day. We pray that you will give us discernment and wisdom to lift up all of our neighbors."

Legislator Roberts led all Legislators and those in attendance in the Pledge of Allegiance.

There were 21 people in attendance.

Chair Sauerbrey presented the State of the County Address as follows:

"County government touches the lives of every citizen. From the newborn to the aged, from the impoverished to the wealthy, from a model citizen and to those who color outside the lines. Every day is a new challenge. It is not glamorous by any stretch of the imagination. It is an enormous responsibility to run local government with limited resources yet a huge requirement to provide services; ninety percent of them mandated by the State of New York.

"2022 was a year of staff shortages brought about by retirements and employees leaving for more money and better jobs or perhaps they could not take the stress of COVID. The competition for employees is being experienced across all levels of government. If anything, COVID taught us that things change, people change, circumstances change, and demand for employees changed.

"Our Social Services Department has been experiencing a significant loss in staff putting a strain on Foster Care and Child Protective Services.

"Hiring of Corrections Officers is a challenge, as counties around us are seeking the same positions, so competition for workers is real.

"Our Personnel Office is the busiest it has been in years with a constant flow of people coming in and going out.

"Workers have more job opportunities to select from and to attract more job seekers we had to adjust our sails. We completed the first phase of a salary study that compared us against other like-sized counties, and we began the

process of upgrading salaries for 2023. We will continue to address future salary levels for our employees that will take time and some consideration.

“Remote work for employees is more and more desirable. The Legislature is implementing its second phase of remote work. The success of this program depends on the effectiveness of the worker and the supervisor. This is a time when personal responsibility will define the future of this program.

“Speaking of people coming and going, we have three new Legislators that joined us in 2022; William Jake Brown, District 4; Ron Ciotoli, District; and Barbara Roberts, District 3. Keith Flesher, District 7, joined the Legislature in February 2023 representing the Berkshire, Newark Valley, and Richford areas. This is the district that former Legislator Eddie J. Hollenbeck served prior to his passing in 2022. Last year, we also lost former Legislator F. John “Bud” Waite, who was a long-standing Legislator for many years.

“Security of people and buildings came into focus with the changing society and mental health issues that have significantly increased in our society. We have seen a big increase in requests for mental health services from our community. We continue to have the ability to provide telehealth to residents, which increases access to care but we are seeing behaviors that we have not seen before.

“The Ronald E. Dougherty County Office Building located at 56 Main Street is receiving a major overall in security measures that will be experienced as the year progresses along with other county spaces. The Information Technology and Communication Services Department spearheaded the installation of 35 security cameras; both inside and outside of the building. These cameras provide additional tracking, reporting, and notification which did not currently reside in this building. The County has installed upgraded camera systems at 56 Main Street and other buildings in the County to protect people and equipment. Fobs are now used for entering the buildings and offices. Security staff will eventually be added to this site to ensure the safety of thousands of employees and citizens. Information Technology security is being upgraded with a robust and thorough review of the Comprehensive Information Security Policy. A major finding in the Information Security Risk Assessment was mitigated after the County's Storage Area Networks were upgraded. This upgrade, while increasing our disaster recovery posture, most importantly mitigated a significant information security concern enabling Data At Rest Encryption for the County's electronically stored information.

“Last year was a very complicated election year, which involved two rounds of redistricting, a delayed Congressional primary, and special election. This

provided much confusion and misunderstanding for voters. However, we met the challenge and hope that a more practical thought would be presented the next round.

“Our final payment of American Rescue Plan Act (ARPA) funds arrived in 2022 totaling \$9.4 million dollars. Projects that were funded include: Veterans Suicide Prevention, Tioga County Suicide Prevention, Tourism, Travel, and Hospitality, Land Bank Affordable Housing, Transitional Housing for Catholic Charities, Mens Transitional Housing, A New Hope Center, Broadband Project in Nichols, NY, Communication Towers for the Radio Project, a Truck Wash Facility, several Information Technology projects, Cyber Security, Emergency Management Ambulance Study, Neighborhood Depot, and badly needed County facilities security upgrades.

“As mentioned, the Interoperable Radio Project was a recipient of \$4 million dollars in ARPA funds, but this multi-million-dollar project will cost much more. We were recently pleased to receive a \$6 million dollar grant from the New York State Division of Emergency Services and Homeland Security that will help with the expenses of this badly needed project. The radio project has been in the works since 2019 and continues to move forward. Over the years, equipment has failed, and the repairs have become more difficult. The E911 Center has been upgraded with new equipment and the next step is towers and radios that will help connect areas of the County where there is no radio signal. A new Spillman Computer Aided Dispatch (CAD) System was purchased and installed as part of the communications upgrade. Training was provided to all law enforcement agencies in the County. The new CAD System provides increased efficiency for dispatchers and patrol units, as well as improved officer safety.

“Speaking of grants, Economic Development and Planning submitted numerous grants and provided guidance for local not-for-profit organizations and municipalities totaling \$236,000 in new funds. Additionally, a New York State grant was awarded to Fuddy Duddy’s in Owego, NY for \$1.8 million dollars and \$3 million dollars was awarded to Best Bev in Waverly, NY.

“Congratulations to the Village of Waverly who recently received a New York Forward Grant for \$4.5 million dollars.

“Tioga County was awarded a \$100,000 grant from the Floyd Hooker Foundation to support an Education Workforce Coordinator. This position created an education workforce strategy working with the County’s six public school districts and three BOCES to improve the workforce talent pipeline.

“Soon, Owego Gardens II will be open and 93 new rental units will be available for mixed use incomes. Off Route 434 and located at 140 Belva

Lockwood Lane, these units will provide badly needed housing. The Tioga County Industrial Development Agency (TCIDA) was instrumental in supporting this development throughout the process.

“Last year, I, along with a dozen other New York State Association of Counties (NYSAC) leaders had the opportunity to have a closed meeting with the Governor. It was an open and frank conversation regarding the lack of funding for our veterans and specifically our Veterans Service Agencies. I am pleased to report that the Governor did in fact hear our concerns and in last years budget provided funding to localities for the vital work counties do to aid veterans and their families. For Tioga County, that meant an additional \$15,000 per year in direct State Aid to Localities for our Veterans Service Agency. It also meant an additional \$100,000 per year in State Aid to expand the outreach efforts to veterans, military, and their families. Our Veterans Service Agency has been able to add new programs and training for our staff to better equip the needs of our veteran community.

“At the end of 2022, we saw a change in the laws governing the age range of juvenile delinquents known as Raise the Lower Age. The change raised the lower age at which a young person could be charged with juvenile delinquency offenses from the age of 7-12 years.

“A new County Court Judge assumed the bench on January 1, 2023. The Honorable Adam Schumacher is now the County Court Judge, as well as sitting as Tioga County Family Court and Supreme Court Judge. In addition to a new Judge, Probation will look to expand the Pre-Trial Services it provides to the various Justice Courts throughout Tioga County.

“For Public Health, 2022 started out the same as how they ended in 2021. COVID-19 cases still lingered, and the cases had to be investigated, however, little by little it has declined. Now, Public Health gets to go back to supporting the citizens of the County through Environmental Health, Dental Health, Disease Control, and the other services they provide.

“Over the years in serving County government, I have learned that the State gives, and the State takes away. The State has decided that even though their fund balance is significant, they want to take our Enhanced Federal Medicaid Assistance Percentage (eFMAP) funding identified by the Federal government as County money to keep as their own. These funds were identified by the Federal government as County Medicaid pass-through funding. The elimination of the Affordable Care Act eFMAP funds will require counties outside of New York City to spend an additional \$280 million dollars more in 2024. This will be added mid-year to budgets and will cost Tioga County over \$1 million dollars

annually. This goes against 20 years of State precedent in sharing these Federal savings as well as against Congress intent for counties to use eFMAP funding. The State is proposing to permanently intercept all of these Federal savings and use them to cover their overspending. Due to the failure of the State to contain out-of-control Medicaid costs, it turned to shift billions of dollars in new costs to the local taxpayers.

“In 2022, Tioga County experienced an unusual and unexpected revenue in sales tax income. Sales tax collections were up 11% or \$3 million dollars over 2021. According to local and State economists, this growth is not expected to continue in the future and Tioga County will consider these funds cautiously. The County shares 25% of these collections with towns and villages.

“Tioga Downs Casino State Aid came in at \$1.7 million, which is the highest amount received to date.

“Conversely, in 2022, the County paid \$2.9 million dollars in Community College tuition bills. This State mandated education service represented 12% of our County tax levy last year. This program benefited 1,541 Tioga County residents last year.

“The Tioga County Buildings and Grounds Division continues to maintain our buildings and properties and the Department of Public Works maintains our roads and bridges. Changes continue and upgrades are required with our buildings, and we have been moving Departments to new office locations within 56 Main Street. We are moving forward with the building of a truck wash facility for our snowplows, pickup trucks, and police vehicles with the aid of our ARPA funds. This facility is being required by the New York State Department of Environmental Conservation (NYS DEC).

“There was a significant amount of activity and accomplishments achieved by our County Departments that cannot be presented in this presentation. Much of the work addresses the needs of public health, mental health, support services, real property, economic development, history, and law. I encourage the public to go to our County website (<https://tiogacountyny.gov>) to read the Department's annual reports for the detail and description of activities that is significant.

“We have great people working here in Tioga County. They are your neighbors, family members, or people you have never meant, but they are all working in your best interest.

“Thank you for the opportunity to present the 2022 State of the County Address and I am proud to serve along with my fellow Legislators to work on behalf of the citizens of Tioga County”.

Chair Sauerbrey asked for a unanimous motion for the following two recognition resolutions, seconded unanimously and carried.

Legislator Ciotoli read and presented the following resolution for Anne Davis, Law Department. County Attorney DeWind and 1st Assistant County Attorney VanWert accepted and spoke on behalf of Anne Davis who was unable to attend today's meeting.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 99-23 *RECOGNITION OF ANNE DAVIS'
34 YEARS OF DEDICATED SERVICE TO
TIOGA COUNTY*

WHEREAS: Anne Davis began her career as a Senior Typist in the Probation Department on September 18, 1989 and on September 14, 1994 was appointed Secretary to the Director of Probation; and

WHEREAS: On August 18, 2000 Anne Davis was appointed Secretary to the Senior Assistant Attorney in the Department of Social Services Legal Office, and was appointed Secretary to the 1st Assistant County Attorney on September 1, 2007, where she has proudly served the citizens of Tioga County and has been instrumental to the Law Department; and

WHEREAS: Anne Davis has been extremely dedicated and loyal in the performance of her duties and responsibilities during the past 34 years earning the respect of all who have had the privilege to work with her; and

WHEREAS: Anne Davis will be retiring on March 31, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Anne Davis for her 34 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding person, Anne Davis.

ROLL CALL VOTE

Unanimously Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED UNANIMOUSLY.

County Attorney DeWind spoke. “Unfortunately, Anne could not be here today. Thirty-four years is a long time, longer than I have been with the County. The ideal thing is where you can get an office where people’s strengths and weaknesses make up for each other, so that the office just runs seamlessly. From my perspective, that office has run seamlessly. There is virtually nothing that, I as the Administrator of that office, have to do. It just works perfectly. We call for something and Anne would already have whatever it was that we needed. For example, for today’s annual report, we called over for some figures and Anne already had everything tabulated, set, and ready to go long before it was requested. The office has worked great and Anne’s role in it has been pivotal”.

1st Assistant County Attorney VanWert spoke. “It has been an honor and a privilege to have Anne not only as a co-worker, but a friend. I have worked with Anne for 16 years now in the County Attorney’s Office and her dedication not only to her job, but to the citizens of Tioga County and her co-workers is immeasurable. Anne would always go above and beyond to help not only her co-workers in the office, but any random individual that happened by the office that may have been misdirected or needed help in connecting with the right County employee.

“I cannot say enough about Anne’s heart. She has a heart as big as this room. She would literally give the shirt off her back to anyone in need. Previously, she trained dogs for Guiding Eyes for the Blind. She has been a committee member in the community outreach programs. She would take the extra effort and time to assist new County employees in achieving whatever goals.

“Unfortunately, Anne cannot be here today. Her husband, Jake, who many of you may know, he is a wonderful man. He is having some medical issues and they are up in Syracuse as we speak. I would ask everyone to keep Anne, Jake, and the entire Davis family in your prayers so they can overcome whatever obstacles they may be dealing with.

“Anne is a proud grandmother of three grandchildren. She is the mother of two daughters. The sun rises and sets on her family. It has been interesting to watch

Anne balance the commitments to her family and her job. I can say with confidence that Anne has not given short shift to her duties as a County employee or to her family.

“Anne is a wonderful person, and I am sure that everyone who has met her would agree with me and for those who have not, take the opportunity to try and reach out to her because she is certainly a wonderful person. Thank you.”

Legislator Brown read and presented the following resolution to the William Ostrander, Geographic Information Systems (GIS) Manager.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: ITCS COMMITTEE

RESOLUTION NO. 100-23 *RECOGNIZE WILLIAM OSTRANDER'S
15 YEARS OF DEDICATED SERVICE TO
INFORMATION TECHNOLOGY AND
COMMUNICATION SERVICES DEPARTMENT*

WHEREAS: Bill began his career with the Tioga County Information Technology and Communication Services Department on July 16, 2007, as the Geographic Information Systems Manager; and

WHEREAS: Bill Ostrander has been a dedicated and loyal employee in the performance of his duties; and

WHEREAS: Bill Ostrander has shown the highest levels of reliability, trust, loyalty, and competence in the performance of his duties; and

WHEREAS: Bill Ostrander will retire on April 7, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Bill Ostrander for his fifteen years of dedicated and loyal service to the Tioga County Information Technology and Communication Services Department; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this loyal, dedicated, and outstanding employee, William Ostrander.

ROLL CALL VOTE

Unanimously Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED UNANIMOUSLY.

ITCS Deputy Director Clark spoke. “So, Bill and I have had only six months to get to know each other, but I want to extend my congratulations on this well-deserved retirement.

“Chief Information Officer Jeremy Loveland was unable to attend today, however, he wanted to acknowledge Bill’s retirement with the following:

“While your vast knowledge and expertise and institutional knowledge in Geographic Information Systems (GIS) will be missed, I believe the lack of having your consistent positive attitude will impact the County the most. During my short time as your supervisor, I have quickly learned that you have been a pillar of support for both the County departments and the municipal agencies throughout Tioga County.

“I am truly excited for you to have more time with your family and also time to spend on your passion, which is birding.

“Thank you again for your dedicated and committed service. It has been a pleasure working with you. Congratulations.”

Planning Director Jardine spoke. “Bill O., which I affectionately have named you. We have been through a whole lot together since you arrived in 2007. We have been through two decennial censuses and all the work that goes into that before and afterwards including two County Legislative redistricting processes. We have been through countless Agricultural District reviews and annual inclusions. There have been many snowmobile route changes, as well as mapping industrial locations.

“You also trained all of us on the new Arc GIS Pro software and that is just for Economic Development and Planning (ED&P). We know you have done a whole lot more for other Departments such as Emergency Services, Public Health, Public Works, and the list goes on.

“I believe it is your laid-back personality that has made you successful here in Tioga County beyond the incredible skill you have in working with GIS. Everyone comes away from collaborating with you with a product they can use, and it is just what they asked for.

“I do not believe there is a problem you have encountered that you could not solve using GIS.

“As your career comes to a close, we want you to know that in ED&P we so appreciate your willingness to work on anything that we have thrown at you. Never complaining and always pleasant. Plus, the many times we have called you with ‘Help, I did something, and I do not know what I have done’ or ‘Help, I cannot figure out what I need to do’. You are always so gracious about coming and helping us out of a GIS jam; always with the utmost patience.

“We hope you have the most enjoyable retirement traveling to San Francisco as much as you want and birdwatching everyday possible. Best wishes for a Happy Retirement.”

William Ostrander spoke. “Time flies when you are having fun and I have had a lot of fun doing what I do over the last 15 years. I always thought I had the most fun job in the County. The time has really flown, and I come to think of all of you as family and not just friends and a big part of my family is sitting right here in the front row.

“I have had the opportunity to work with lots of other people and departments and they have all been great to work with. It has just been very enjoyable.

“On behalf of the baby boomers, I am sorry for exacerbating your problems with getting employees, but we are getting old. Thank you.”

Chair Sauerbrey reported we have one Proclamation; **Public Health Week (April 3-9, 2023)** that will be noted in the minutes.

COUNTY OF TIOGA EXECUTIVE PROCLAMATION

WHEREAS: The residents of Tioga County benefit every day from the efforts of the public health workforce when eating at restaurants, drinking tap water, and learning about prevention of diseases; and

WHEREAS: Educating people about the benefits of healthy behaviors is an essential element in attaining good health and preventing premature illness and death; and

WHEREAS: Public Health efforts alone cannot accomplish the goal of a healthier Tioga County without cooperation and partnership with communities and individuals; and

WHEREAS: Each one of us needs to do our part by taking personal responsibility to improve behaviors by following public health recommendations, such as:

abstaining from tobacco use; prioritizing sleep; staying up-to-date on vaccinations; making time for regular, safe physical activity; and eating more fruits and vegetables in order to prevent disease; and

WHEREAS: National Public Health Week provides an opportunity for our county to learn about public health concerns and success stories that are vital to healthy communities, such as immunizing against infectious disease, providing services for children with developmental delays, ensuring safe living conditions, enforcing environmental health regulations, providing dental services to underserved families, and preventing lead poisoning; and

THE TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim the week of April 3 – 9, 2023 as:

PUBLIC HEALTH WEEK

and urges all residents to take steps to educate themselves on and recognize the role of public health in our community.

There was no privilege of the floor.

Legislator Roberts made a motion to approve the minutes of February 14 and 23, 2023, seconded by Legislator Mullen and carried.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 101-23 APPOINT FAIR HOUSING OFFICER

WHEREAS: Tioga County desires to ensure compliance with Title 1, of the Housing and Community Development Act of 1974, as amended, and the Fair Housing Act (Public Law 90-284, 42 USC 3601-20), and the Human Rights Law of the State of New York (Executive Law, Article 15); and

WHEREAS: Tioga County has reviewed various actions that would be acceptable to the NJDCA and the U.S. Department of Housing and Urban Development (hereafter USHUD); and

WHEREAS: Tioga County has made assurances that they will:

1. Post Fair Housing and Affirmative Action posters in County buildings.
2. Post Fair Housing Information on the County's website.
3. Document housing discrimination complaints on a standard form.
4. Forward all copies of all complaints to and, when appropriate, consult with the Fair Housing/Equal Opportunity Division Office of the HUD Office in Buffalo and/or the New York State Division of Human Rights in Rochester.
5. Compile information about fair housing-related services available to County residents.

And

WHEREAS: The Chair of the Legislature seated in 2004 appointed the position of County Attorney to serve as the Fair Housing Officer for Tioga County as documented in the minutes of the Ninth Regular Meeting of the Legislature on September 14, 2004, and this position has been responsible to act in this capacity ever since; therefore be it

RESOLVED: That the County Attorney or their designee shall continue to be designated as the Fair Housing Officer for Tioga County; and be it further

RESOLVED: That the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NY Division on Civil Rights, to inform those agencies of said appointment as Fair Housing Officer and request Fair Housing Information; and be it further

RESOLVED: That the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance; and be it further

RESOLVED: That Tioga County will publish in the local newspaper of record and post at the municipal hall (or county administration building) a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 102-23 RE-APPOINTMENT OF COUNTY HISTORIAN

WHEREAS: Emma Sedore was first appointed Tioga County Historian on November 13, 2001; and

WHEREAS: She is a dedicated Historian; and

WHEREAS: Her term is set to expire March 31, 2023 and Ms. Sedore is willing and able to serve another two-year term; therefore be it

RESOLVED: That Emma Sedore is hereby re-appointed County Historian for a two-year term from April 1, 2023 until March 31, 2025.

“Legislator Mullen spoke. “I just want to say that we are so lucky to have her. Every time she gives a report, she makes you smile. She really cares and we are blessed to have her as our County Historian.”

Legislator Standinger spoke. “She is very passionate about what she does and that is a difficult thing to have; passion in that area, but I am glad that she has it.”

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 103-23 RE-APPOINT DIRECTOR
SOIL & WATER CONSERVATION DISTRICT

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ED&P COMMITTEE
 RESOLUTION NO. 105-23 RE-APPOINT MEMBER TO THE TIOGA COUNTY LOCAL DEVELOPMENT CORPORATION (TCLDC)

WHEREAS: The term of Tioga County Local Development Corporation member, Joan Case, will expire as of March 31, 2023; and

WHEREAS: Joan Case has expressed a desire for re-appointment to serve another term; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoints Joan Case for another three-year term of 4/1/23 – 3/31/26.

Legislator Mullen spoke. "Joan Case is former Legislator Ray Case's widow. She is a very dedicated County resident who volunteers a tremendous amount of hours and I just want to publicly thank Joan for, once again, being on another committee for the betterment of our residents in our County."

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: LEGISLATIVE WORKSESSION
 RESOLUTION NO. 106-23 URGING GOVERNOR HOCHUL TO RECONSIDER BAN OF GAS STOVES AND OTHER NEW FOSSIL FUEL HEATING EQUIPMENT

WHEREAS: Governor Hochul's State of the State Address contained a proposal to prohibit the sale of new fossil fuel powered heating systems by 2030 for smaller buildings and by 2035 for larger buildings; and

WHEREAS: Governor Hochul is further calling for all new construction to be fully sustainable with no on-site fossil fuel combustion by 2025 for smaller buildings and by 2028 for larger buildings; and

WHEREAS: President Biden and the White House have come out against any prohibition of gas stoves; and

WHEREAS: The Governor's ban is intended to help address climate change, but this government mandate is more of a burden on our County's working class residents and will have a devastating effect on our local businesses if they are required to convert to all electric; and

WHEREAS: The conversion to electric will create an unnecessary financial burden and hardship for homeowners resulting in a cost between \$20,000 - \$50,000 per household and would not provide a backup system in the event power outage; and

WHEREAS: The proposed ban on natural gas appliances and water heaters is not feasible during times of inclement weather and potential power outages; and

WHEREAS: Electrical appliances have more moving parts and are expensive to maintain and repair and have shown to be less efficient and more costly to generate the same amount of heat as natural gas fed appliances; and

WHEREAS: Mandating the purchase of electrical appliances is an unnecessary burden we are placing on our homeowners at a time when the cost of living has significantly outpaced wage growth; and

WHEREAS: With the higher costs, energy bills will increase significantly for our residents further exacerbating the recent spikes in food, transportation, and general merchandise; and

WHEREAS: This government mandate will likely lead to an increased strain on our State's electrical grid; and

WHEREAS: The costs to bury power lines, increase renewable energy infrastructure, and increase the capacity of transformers will be passed on directly to consumers in the form of increased energy costs; and

WHEREAS: Individual homes, especially those in older housing stock like Tioga County, will be forced to conduct in-home electrical panel upgrades to accommodate the increased demand from their appliances; therefore be it

RESOLVED: That the Tioga County Legislature urges the Governor to reconsider her plan to ban natural gas heating and appliances and to fully examine the real-life impact this will cause to the residents of Tioga County and all of New York State; and be it further

RESOLVED: That the Clerk of the Legislature will forward certified copies of this resolution to Governor Hochul, Senator Thomas F. O'Mara, Assemblyman Christopher S. Friend, NYSAC, and any other party deemed necessary and proper.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 107-23 *RESOLUTION CALLING ON GOVERNOR HOCHUL
TO REMOVE PART M OF ARTICLE VII REVENUE BILLS
FROM THE 2024 EXECUTIVE BUDGET*

WHEREAS: On February 1, 2023 the Governor of New York State announced New York State's Fiscal Year 2024 Executive Budget; and

WHEREAS: The Budget includes Article VII Revenue Bills; and

WHEREAS: Article VII Revenue Bills includes Part M, adding a new section 989 of the Real Property Tax Law (RPTL) titled "Distribution of surplus in tax enforcement proceedings"; and

WHEREAS: The proposed budget legislation seeks to require municipalities governed by Article 11 of the Real Property Tax Law to determine for each parcel whether the auction realized funds in excess of the prior owner's indebtedness and then attempt to return those funds to the prior owner of record; and

WHEREAS: This proposed budget legislation should be removed from the Governor's FY 2024 Budget for numerous reasons, including: (1) it is unconstitutional since Article VIII, Section 1 of the NYS Constitution restricts a county from giving any money to or in aid of any individual, private corporation or association or private undertaking; (2) it is unfair to lien holders since all liens are cut off by Section 1131 of Article 11 of the RPTL at the time an interested party fails to redeem or answer, which time occurs prior to the County taking title and selling the parcel; (3) it is practically impossible for a county to accurately account for all administrative costs associated with enforcement of taxes for numerous parcels during the multi-year process which involves staff from multiple departments; (4) it is unclear whether litigation costs incurred in enforcement under Article 11 are included; (5) the number of unpaid, delinquent parcels are likely to increase with owners knowing that they do not have to pay lien holders and others by allowing the property to go to foreclosure sale; (6) the proposed budget legislation does not address the common circumstance where there is no "prior owner" who responds or the prior owner is deceased with no estate to accept any surplus payment; and (7) the proposed budget legislation is unfair to the majority of property owners in the County who timely pay their taxes and/or properly sell their homes when they no longer desire to own; therefore be it

RESOLVED: That the Tioga County Legislature calls upon the Governor to remove Part M of the Revenue Bills from the FY 2024 Executive Budget; and be it further

RESOLVED: That a certified copy of this resolution be sent to Governor Kathy Hochul, Senator Thomas F. O'Mara, Assemblyman Christopher S. Friend, Senate Majority Leader Andrea Stewart-Cousins, Senate Minority Leader Rob Ortt, Assembly Majority Leader Crystal D. Peoples-Stoke, Assembly Minority Leader William Barclay, New York State Association of Counties, and any other party deemed necessary and proper.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE COMMITTEE
 RESOLUTION NO. 108-23 ERRONEOUS ASSESSMENT
 TOWN OF BARTON

WHEREAS: An Application for Corrected Tax Roll for the year 2023 indicates that parcel #111.00-2-23.112, account #12481 in the Town of Barton assessed to Michael Austin on the 2023 tax roll of the Town of Barton is erroneous in that the parcel does not exist; and

WHEREAS: An application for Refund or Credit of Real Property Taxes was filed requesting a refund of property taxes levied by Tioga County and Town of Barton for the years 2020-2022; therefore be it

RESOLVED: That a refund for the 2020, 2021 and 2022 taxes be issued to Michael D. Austin by the Tioga County Treasurer's Office as follows:

2020 Town & Co Bill	Original Bill #1687	Corrected Bill #1687
County	\$559.48	\$0.00
Recycle	\$32.13	\$0.00
Townwide	\$124.28	\$0.00
Lockwood Fire	\$70.02	\$0.00
Penalties	\$41.40	\$0.00
Interest	\$66.18	\$0.00
Total	\$893.49	\$0.00

2021 Town & Co Bill	Original Bill #1693	Corrected Bill #1693
County	\$607.17	\$0.00
Townwide	\$131.15	\$0.00
Lockwood Fire	\$72.86	\$0.00
Total	\$811.18	\$0.00

2022 Town & Co Bill	Original Bill #1701	Corrected Bill #1701
County	\$601.04	\$0.00
Townwide	\$136.58	\$0.00
Lockwood Fire	\$71.81	\$0.00
Penalties	\$42.57	\$0.00
Interest	\$59.64	\$0.00
Total	\$911.64	\$0.00

2023 Town & Co Bill	Original Bill #1696	Corrected Bill #1696
County	\$615.87	\$0.00
Townwide	\$142.72	\$0.00
RETURN SCHOOL	\$1061.48	\$0.00
Lockwood Fire	\$74.04	\$0.00
Total	\$1894.11	\$0.00

And be it further

RESOLVED: That the 2020-2023 Town and County tax bills for Parcel #111.00-2-23.112 be null and void; and be it further

RESOLVED: That that erroneous county tax of \$2383.56 be charged back to the proper account in the records of the County Treasurer; and be it further

RESOLVED: That the erroneous solid waste tax of \$32.13 be charged back to the proper account in the records of the County Treasurer; and be it further

RESOLVED: That the erroneous town tax of \$534.73 be charged back to the Town of Barton; and be it further

RESOLVED: That the erroneous fire tax of \$288.73 be charged back to the Lockwood Fire District; and be it further

RESOLVED: That the erroneous Penalties of \$83.97 be charged back to the proper account in the records of the County Treasurer; and be it further

RESOLVED: That the erroneous Interest of \$125.82 be charged back to the proper account in the records of the County Treasurer; and be it further

RESOLVED: That the erroneous School Tax of \$1061.48 be charged back to the proper account in the records of the County Treasurer.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: FINANCE COMMITTEE
 RESOLUTION NO. 109-23 ERRONEOUS ASSESSMENT
 TOWN OF CANDOR

WHEREAS: An application for Corrected Tax Roll for the year 2023 indicates that parcel #333.00-1-3.10 acct#3011, parcel #333.00-1-3.30 acct#2947 and parcel 333.00-1-3.40 acct#3050 in the Town of Candor assessed to State of New York on the 2023 tax roll of the Town of Candor is erroneous in the fact that County Taxes were paid; therefore be it

RESOLVED: That new 2023 tax bills be issued by the Tioga County Treasurer's Office to State New York for parcel 333.00-1-3.10, parcel #333.00-1-3.30 and parcel 333.00-1-3.40 as follows:

333.00-1-3.10	Original Bill #2910	Corrected Bill #2910
County	9.98	0.00
Townwide	6.98	6.98
Part Town	.98	.98
Candor Fire	1.75	1.75
Total	19.69	9.71

333.00-1-3-30	Original Bill #2911	Corrected Bill #2911
County	6.85	0.00
Townwide	4.79	4.79
Part Town	.68	.68
Candor Fire	1.20	1.20
Total	13.52	6.67

333.00-1-3-40	Original Bill #2912	Corrected Bill #2912
County	6.95	0.00
Townwide	4.86	4.86
Part Town	.69	.69
Candor Fire	1.22	1.22
Total	13.72	6.77

And be it further

RESOLVED: That the erroneous County tax \$23.78 be charged back to the proper accounts of the Tioga County Treasurer's Office.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 110-23 *DESIGNATE CALCULATION TO DETERMINE
DISBURSEMENT OF OCCUPANCY TAX*

WHEREAS: The Tioga County Legislature is responsible for setting the rate of Occupancy Tax to be charged to visitors to Tioga County; and

WHEREAS: The purpose of the collection of said tax is to enhance the general economy of Tioga County, its towns, and villages, through promotion of tourist activities, conventions, trade shows, special events, and other directly related and supporting activities; and

WHEREAS: The Legislature annually designates a Tourism Promotion Agency ("Tourism Office") by way of resolution; and

WHEREAS: Occupancy Tax is to be allocated at the discretion of the Tioga County Legislature for the purposes of tourism and economic development; provided, however, that the County shall be authorized to retain up to a maximum of five percent (5%) of such revenue to defer the necessary expenses of the County in administering such tax, per County Local Law; therefore be it

RESOLVED: That the Tioga County Legislature designates an allocation of five percent (5%) of the annual occupancy tax be retained by the County, in the proper accounts of the Treasurer's Office, for the expenses associated with administration and collection; and be it further

RESOLVED: That twenty-five percent (25%) of the remaining funds shall be applied to the proper account of Economic Development, for the economic development services related to tourism provided to Tioga County; and be it further

RESOLVED: That seventy-five percent (75%) of the remaining funds shall be applied to offset the budgeted Outside Agency ("Tourism Office") expense; and be it further

RESOLVED: That any funds more than the budgeted Outside Agency ("Tourism Office") expense of that year shall be restricted to the established occupancy tax account; and be it further

RESOLVED: That in the event the seventy-five percent (75%) is less than the budgeted Outside Agency ("Tourism Office") expense, restricted funds from the established occupancy tax account shall be used.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO 111-23 *AUTHORIZE 2023 REQUEST FOR INCLUSION OF
LANDS IN AGRICULTURAL DISTRICTS*

WHEREAS: In accordance with §303-B of the NYS Agricultural and Markets Law 25-AA, the Tioga County Planning Department has solicited agricultural landowners to request inclusion of lands in agricultural districts; and

WHEREAS: Tioga County Planning has received one request for inclusion of land in agricultural districts located within the Spencer Agricultural District #1 totaling 397.72 acres, and prepared the required report listing this request; and

WHEREAS: The County Legislature has indicated its desire to be designated lead agency for SEQR (State Environmental Quality Review) requirements; and

WHEREAS: Tioga County Planning has found this plan to have "little likelihood of significant adverse environmental impact..." via completion of the New York State Agriculture & Markets SEQR Short Environmental Assessment Form, which is consistent with the programmatic review of environmental effects of agricultural districting by the New York State Department of Agriculture & Markets; and

WHEREAS: The Tioga County Agricultural and Farmland Protection Board has reviewed said report and determined that the land to be included consists of viable agricultural land and its inclusion will serve the public interest by helping to maintain a viable agricultural industry within the District and therefore recommends County Legislature approval of inclusion of lands into their respective agricultural districts; and

WHEREAS: The Tioga County Legislature has held the required public hearing and no opposition was heard; therefore be it

RESOLVED: That the Tioga County Legislature makes a SEQR Negative Declaration and approves the 2023 request for inclusion of land listed in said report into the Spencer Agricultural District #1; and be it further

RESOLVED: That the Tioga County Legislature directs the Tioga County Planning Department to submit said report to the Commissioner of NYS Department of Agriculture and Markets for final certification; and be it further

RESOLVED: That it is the intent of this body, upon approval by the Commissioner of NYS Department of Agriculture & Markets, to make this inclusion to the Spencer Agricultural District #1 effective immediately.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. 112-23 *ENTER INTO CONTRACT WITH
CATAMOUNT CONSULTING FOR AUDIOGRAMS*

WHEREAS: Occupational Safety and Health Administration (OSHA) requires annual audiograms and hearing conservation training for county employees whenever employee noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 85 decibels measured on the A scale (slow response) or, equivalently, a dose of fifty percent; and

WHEREAS: Tioga County has obtained three quotes for audiogram testing and hearing conservation trainings; and

WHEREAS: The proposal from Catamount Consulting, to perform this service, is the most cost effective; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a one-year contract for 2023 with Catamount Consulting to perform this service at the rates indicated:

Cost of Business Terms:

Catamount Consulting will complete the Onsite Audiometric Testing at a cost of \$1750.00 total with a deposit or PO of \$875.00. Cost includes input of prior hearing test results and new employees, and all travel costs for the technician.

Scope of Services:

- Baseline & Annual Audiogram testing for up to 40 people. Any additional employees over the contracted 40 will be charged a fee to be determined.
- Testing will take place at the Department of Public Works, 477 Rt. 96, Owego, NY 13827.
- Group testing of 6 employees every 40 minutes with hearing video.
- Test administration by computerized technology with same day results and full record-keeping package within 10 business days.
- Test performed by CADHC Certified Technicians.
- All tests verified by an Audiologist.
- All testing is OSHA/MSHA Compliant.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE
ED&P COMMITTEE

RESOLUTION NO. 113-23 AWARD CONTRACT
HAZARD MITIGATION PLAN

WHEREAS: Tioga County's Multi-Jurisdictional Multi-Hazard Mitigation Plan expires on August 12, 2024; and

WHEREAS: FEMA requires that said document be updated every five years; and

WHEREAS: A Request for Proposal was issued to hire a consultant to prepare the plan and the Tioga County Hazard Mitigation Plan Steering Committee has met to review the four submissions received and has recommended that Barton & Loguidice, DPC be selected to prepare said plan at a cost not to exceed \$90,000; and

WHEREAS: There are sufficient funds in the amount of \$90,000 in account A3360.540140.HMP23 Hazardous Mitigation – Contracting Services; therefore be it

RESOLVED: That Barton & Loguidice, DPC is hereby selected to prepare Tioga County's Multi-Jurisdictional Multi-Hazard Mitigation Plan Update of 2024 and the Chair of the County Legislature is authorized to execute a contract between Tioga County and Barton & Loguidice, DPC setting forth the rights and obligations of the parties consistent with the RFP and the proposal submitted by Barton & Loguidice, DPC upon review by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO:	LEGAL/FINANCE COMMITTEE
	INFORMATION TECHNOLOGY COMMITTEE
	PUBLIC SAFETY COMMITTEE
	HEALTH AND HUMAN SERVICES COMMITTEE

RESOLUTION NO. 114-23	<i>AUTHORIZE EXECUTION OF COOPERATIVE AGREEMENTS BETWEEN THE LAW DEPARTMENT, ITCS, SHERIFF, DSS, PUBLIC HEALTH, AND MENTAL HYGIENE</i>
-----------------------	--

WHEREAS: Tioga County has implemented a Direct Charge Pilot Program that will maximize State reimbursement for legal and IT expenses while eliminating the administrative burden of charging all departments for those expenses; and

WHEREAS: The Law Department and ITCS will directly charge the Department of Social Services, Public Health and Mental Hygiene for its services and support pursuant to Cooperative Agreements; and

WHEREAS: The Sheriff's Department will directly charge the Department of Social Services for security services, escort, protection and transport services; and

WHEREAS: It may be necessary for the Budget Officer to make budget adjustments to reflect the budgeted amounts and year end actuals in the cooperative agreements between ITCS and DSS, Public Health and Mental Hygiene and to reflect the budgeted amount in the cooperative agreement between the Sheriff and DSS; therefore be it

RESOLVED: That the Legislature authorizes and directs the Chair to execute Cooperative Agreements between the Law Department and DSS, Public Health and Mental Hygiene; and be it further

RESOLVED: That the Legislature authorizes and directs the Chair to execute Cooperative Agreements between the ITCS Department and DSS, Public Health and Mental Hygiene; and be it further

RESOLVED: That the Legislature authorizes and directs the Chair to execute a Cooperative Agreement between the Sheriff's Department and DSS; and be it further

RESOLVED: That the Cooperative Agreements between DSS and the Law Department, ITCS and Sheriff shall be submitted to the New York State Office of Temporary and Disability Assistance and the Office of Children and Family Services for approval; and be it further

RESOLVED: That the Budget Officer is authorized to make budget adjustments to reflect the budgeted amounts and year end actuals in the cooperative agreements between ITCS and DSS, Public Health and Mental Hygiene and to reflect the budgeted amount in the cooperative agreement between the Sheriff and DSS.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 115-23 *EXTENSION OF ELC COVID
ENHANCED DETECTION GRANT
PUBLIC HEALTH DEPARTMENT*

WHEREAS: Resolution #246-20 authorized the creation and fill of two (2) temporary, full time Public Health Educators through June 30, 2022 via the Epidemiology and Laboratory Capacity (ELC) Enhanced Detection grant that was appropriated via Resolution #160-20; and

WHEREAS: This funding period was extended until March 31, 2023 and the extension approved via Resolution #113-22; and

WHEREAS: Tioga County Public Health (TCPH) has received notification that the funding has been extended again through December 31, 2023; and

WHEREAS: TCPH has a need for only one (1) temporary, full-time Public Health Educator position; and

WHEREAS: TCPH has funds remaining in the appropriated award to continue the position; therefore be it

RESOLVED: That the Public Health Department be authorized to extend one (1) temporary, full-time Public Health Educator position from March 31, 2023 through December 31, 2023, at an hourly rate of \$22.65.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
RESOLUTION NO. 116-23 *AUTHORIZE GRANT APPLICATION TO
DEPARTMENT OF HEALTH AND HUMAN SERVICES
CENTERS FOR DISEASE CONTROL AND
PREVENTION*

WHEREAS: The White House Office of National Drug Control Policy (ONDCP) and Centers for Disease Control (CDC) have collaborated an effort to reduce substance abuse among youth; and

WHEREAS: Tioga County Mental Hygiene is seeking authorization to apply for Federal Funding for the Drug Free Communities Grant in partnership with Trinity CASA, Tioga County Advocacy, Support and Prevention (TC ASAP) Community Coalition; and

WHEREAS: The Department deems it to be in the best interest of the community and youth of Tioga County to apply for this grant funding; and

WHEREAS: The grant will be awarded annually from 9/30/2023 through 9/29/2028 and this funding is designated for specific program deliverables; and

WHEREAS: Application of grants require Legislative approval; therefore be it

RESOLVED: That the Director of Community Services is authorized to apply for and sign the application for grant.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 117-23 *AUTHORIZE MULTI-YEAR PREPAYMENT OF
SUBSCRIPTION TO ACHIEVE SAVINGS –
KNOWBE4 SECURITY AWARENESS TRAINING*

WHEREAS: The County Information Technology and Communication Services (ITCS) Department regularly pays multiple service contracts, maintenance contracts and software subscriptions annually; and

WHEREAS: The ITCS Department has identified cost savings and discounts that are available if the County agrees to pre-pay these agreements in advance; and

WHEREAS: The ITCS Department has identified the following agreement meeting the criteria of eligibility for multi-year cost savings:

- KnowBe4 Security Awareness Training Subscription Diamond – 3 Year Renewal

And

WHEREAS: A one-year subscription for these services would cost \$11,633.22; and

WHEREAS: A three-year pre-paid subscription would cost \$27,920.73, saving the County \$6,978.93; therefore be it

RESOLVED: That \$27,920.73 be paid upfront for the KnowBe4 Security Awareness Training subscription and \$9,306.91 be charged to account A1680 540620 annually for the length of the subscription renewal (2023 through 2025); and be it further

RESOLVED: That the Chief Information Officer shall track the savings achieved for reporting as requested.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 118-23 *AUTHORIZE MULTI-YEAR PREPAYMENT OF
SUBSCRIPTION TO ACHIEVE SAVINGS –
BARRACUDA MESSAGE ARCHIVER*

WHEREAS: The County Information Technology and Communication Services (ITCS) Department regularly pays multiple service contracts, maintenance contracts and software subscriptions annually; and

WHEREAS: The ITCS Department has identified cost savings and discounts that are available if the County agrees to pre-pay these agreements in advance; and

WHEREAS: The ITCS Department has identified the following agreement meeting the criteria of eligibility for multi-year cost savings:

- Barracuda Message Archiver Appliance 450 Instant Replacement – 3 Years
- Barracuda Message Archiver Appliance 450 Energize Updates – 3 Years

And

WHEREAS: A one-year subscription for these services would cost \$6,920.70; and

WHEREAS: A three-year pre-paid subscription would cost \$17,899.17, saving the County \$2,862.93; therefore be it

RESOLVED: That \$17,899.17 be paid upfront for the Barracuda Message Archiver Appliance subscription and \$5,966.39 be charged to account A1680 540620 annually for the length of the subscription renewal (2023 through 2025); and be it further

RESOLVED: That the Chief Information Officer shall track the savings achieved for reporting as requested.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 119-23 APPROVE FUNDING
2023 YOUTH BUREAU PROGRAM FUNDING

WHEREAS: Youth Sports and Education Opportunity Funding (23-OCFS-LCM-02) has been awarded to the Tioga County Youth Bureau from the Office of Children and Family Services; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A7310.438200 State Aid – Youth Programs \$15,220.00

To: A7310.541540 Reimbursements \$15,220.00

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 120-23 APPROPRIATION OF FUNDS
AUTHORIZE THE ACCEPTANCE OF THE
FY2022 DOMESTIC TERRORISM
PREVENTION GRANT
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Emergency Services applied for and was awarded a FY2022 Domestic Terrorism Prevention Grant in the amount of \$172,413 to prevent targeted violence and domestic terrorism; and

WHEREAS: The funding will be utilized for the development of comprehensive domestic terrorism plans utilizing Threat Assessment and Management (TAM) teams; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award and authorizes the Chair of the County Legislature to sign any and all grant related paperwork upon review of the County Attorney; and be it further

RESOLVED: That the 2023 budget be appropriated as follows:

FROM: A3361-433060-DT22 State Aid-Homeland Security	\$172,413
TO: A3361-540140-DT22 Contracting Services	\$172,413

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 121-23 *MODIFY 2023 BUDGET AND
APPROPRIATION OF FUNDS
OFFICE OF EMERGENCY SERVICES*

WHEREAS: Legislative approval is needed to modify the 2023 budget and appropriation of funds; and

WHEREAS: The Office of Emergency Services has a need to transfer monies from the E911 Surcharge Revenue account to continue to fund the Radio Tower Project; therefore be it

RESOLVED: That the 2023 budget be modified and appropriation of funds be made as follows:

FROM: A3021.411401	E911 Surcharge Upgrade	\$312,169.30
TO: A3021.520130.E911	Equipment not Car	\$312,169.30

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 122-23 AMEND BUDGET & APPROPRIATE FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health has received additional funding for the 'Creating Healthy Schools & Communities', which is a partnership between Broome and Tioga County's Public Health departments; and

WHEREAS: The original award amount was appropriated via Resolution 278-22; and

WHEREAS: The funding will pass through Broome County to Tioga County Public Health; and

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

RESOLVED: That funding be appropriated as follows:

From: A4053 422800 Public Health: Local Grants \$ 15,000

To: A4053 540640 Public Health: Supplies \$ 15,000

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO: 123-23 *ESTABLISH NEW BUDGET LINE,
MODIFY 2023 BUDGET AND TRANSFER FUNDS
RECORDS MANAGEMENT*

WHEREAS: The Director of Assets and Records Management has a need for an additional desktop monitor for processing fixed assets in MUNIS; and

WHEREAS: The ITCS Department recommended that the County Clerk purchase a Hewlett Packard FHD Monitor through Amazon business at a cost of \$149.99 plus \$5.99 shipping, total price \$155.98; and

WHEREAS: Legislative approval is required for budget amendments; and

WHEREAS: Computer equipment must be purchased using a Computer expense line 520090 and the 2023 Records budget does not have this established line; therefore be it

RESOLVED: That the Director of Assets and Records Management be authorized to purchase the additional computer monitor and the following funds be transferred for said purchase:

From:			
A1460	540070	Car Maintenance	\$ 60.00
A1460	540480	Postage	\$ 50.00
A1460	540485	Printing/Paper	<u>\$ 50.00</u>
			\$ 160.00
To:			
A1460	520090	Computer	\$ 160.00

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 124-23 *ESTABLISH NEW BUDGET LINE,
REQUEST AND TRANSFER RESERVE FUNDS,
AND MODIFY 2023 BUDGET
SAFETY OFFICE*

WHEREAS: Chapter 497 of the New York State Law of 1999 requires every county to establish a separate accessible parking education program with the purpose of providing education to increase the awareness of accessible parking laws; and

WHEREAS: Implementation of this plan is dependent upon revenue generated from a mandatory thirty-dollar accessible parking fine surcharge which the New York State Law of 1999 requires will be used for activities such as public service announcements, public education and awareness campaigns, distribution of literature and other activities with such purpose; and

WHEREAS: There was no budgeted advertising line item in the Safety Office 2023 budget for these expenditures and Legislative approval is needed to access funds from a reserve account as well as to modify the budget; therefore be it

WHEREAS: Amending of the 2022 Budget and the appropriation of Contingency accounts require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the budget transfer as follows:

FROM: CI1910.450310	Interfund Transfers-Liability	\$86,190.78
TO: CD6293.450310	Interfund Transfers Employment	\$86,190.78

And be it further

RESOLVED: That the Tioga County Legislature authorizes a transfer from the Contingency account as follows:

FROM: A1990.540715	Contingency	\$30,582.22
TO: A9901.590715	Interfund Transfers-General Fund	\$30,582.22
TO: CD6293.450310	Interfund Transfers Employment	\$30,582.22

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO:	ED&P COMMITTEE
	FINANCE COMMITTEE

RESOLUTION NO. 126-23	<i>AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF A LAPTOP AND DOCKING STATION FOR THE ECONOMIC DEVELOPMENT & PLANNING DEPARTMENT</i>
-----------------------	--

WHEREAS: The Economic Development & Planning Department has a need for a laptop and docking station; and

WHEREAS: The Economic Development & Planning Department would like to purchase a laptop and docking station and has received the recommended quote from the ITCS Department; and

WHEREAS: The Economic Development computer expense account, A6422-520090 has no funds available; and

WHEREAS: The Amending of Budget and Transfer of Funds from a contractual line to an equipment line requires Legislative approval; therefore be it

RESOLVED: That the Director of Economic Development & Planning be authorized to purchase the laptop and docking station and complete the following budget transfer as follows:

From:	A6422 - 540733 Training	\$923.00
To:	A6422 - 520090 Computer	\$923.00

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

RESOLVED: That the Tioga County Legislature authorizes the purchase of seven (7) Dell PowerEdge R640 server hosts from CXtec, 5404 South Bay Road, Syracuse, NY 13212 not to exceed \$50,982.75, to be paid out of the following account:

H1680 521090	Computer	\$50,982.75
--------------	----------	-------------

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO:	FINANCE COMMITTEE
	PUBLIC WORKS COMMITTEE

RESOLUTION NO. 128-23	<i>AMEND 2022 CAPITAL BUDGET AND TRANSFER FUNDS</i>
-----------------------	---

WHEREAS: Tioga County Public Works was approved \$1,000,000.00 in ARPA funds in the 2022 budget for building construction for the new truck wash facility; and

WHEREAS: The Compact Track Loader was purchased for the new truck wash facility; and

WHEREAS: The Compact Track Loader needs to be reclassified from Buildings (Operation of Plant) expense category to Machinery and Equipment (H5130) for record keeping purposes; and

WHEREAS: Legislative approval is needed to amend 2022 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H1620.520994.M7674	Building Construction	\$70,903
To: H5130.520920.M7674	Loader	\$70,903

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 129-23 *AMEND CAPITAL BUDGET AND
TRANSFER FUNDS FOR HEAVY EQUIPMENT LIFTS
PUBLIC WORKS*

WHEREAS: The Commissioner of Public Works has identified a need for an additional lift for the heavy equipment garage; and

WHEREAS: The Commissioner of Public Works has received a quote for a drive-on style lift and there are insufficient funds for this purchase in the current budget; and

WHEREAS: There are funds available in another 2023 Capital Budget line; and

WHEREAS: Legislative approval is needed to amend 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H1620.520994.BG001	Truck Wash Building	\$25,000.00
To: H5130.521902	Auto Shop Equipment/Reno	\$25,000.00

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 130-23 *AMEND CAPITAL BUDGET AND
TRANSFER FUNDS FOR
TANDEM TRUCK BOX UPGRADES
PUBLIC WORKS*

WHEREAS: The Commissioner of Public Works has determined that a Tarco Body upgrade on a Tandem Truck would extend the useful life of the truck; and

WHEREAS: The Commissioner of Public Works has received a quote for three upgraded truck bodies and there are insufficient funds for this purchase in the current budget; and

WHEREAS: There are funds available in another 2023 Capital Budget line; and

WHEREAS: Legislative approval is needed to amend 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H1620.520994.BG001	Truck Wash Building	\$120,000.00
To: H5130.521908	Tandem Axle Truck	\$120,000.00

Legislator Standinger spoke. “Commissioner of Public Works, Gary Hammond, has taken a lot of time and effort to discover this mechanism to prolong the life of the trucks and I appreciate his effort. Trucks last a lot longer with these stainless-steel boxes and they do not rust, so the trucks have a better useful life. That is going above and beyond by searching this out.”

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 131-23 *APPOINT SECRETARY TO THE
1ST ASSISTANT COUNTY ATTORNEY
LAW DEPARTMENT*

WHEREAS: Legislative approval is required for any appointments made to a Management/Confidential position; and

WHEREAS: Due to the announced retirement of the current Secretary to the 1st Assistant County Attorney as of March 31, 2023, the County Attorney has implemented a succession plan which includes the current Secretary to the 1st Assistant County Attorney training her replacement for a period of time in order to transition duties; and

WHEREAS: Resolution 86-23 was passed temporarily increasing the County Attorney's authorized full-time headcount to recruit and train said replacement and to offer the employee benefits; and

WHEREAS: The 1st Assistant County Attorney has recruited for a replacement and after interviewing a satisfactory candidate has been identified; therefore be it

RESOLVED: That the County Attorney is hereby authorized to provisionally appoint Erin Riddle to the title of Secretary to the 1st Assistant County Attorney retroactive to March 13, 2023, pending successful completion of the of civil service requirements at an annual Management/Confidential salary of \$48,310.00.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 132-23 *AUTHORIZE BACKFILL PART-TIME
ASSISTANT FIRE COORDINATOR
EMERGENCY SERVICES*

WHEREAS: Tioga County Emergency Services has a need to backfill an Assistant Fire Coordinator (PT) position, which has been vacant since June 2020; and

WHEREAS: The Emergency Services Director has identified a qualified candidate who has been found to meet the qualifications of the Assistant Fire Coordinator (PT) classification; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the appointment of Curtis Hammond to fill the vacant 17 hr/wk Assistant Fire Coordinator (PT) position effective March 15, 2023 at an annual salary of \$13,260.

Legislator Standinger spoke. "This is a long-time coming. We had the EMS Ambulance Study done and it suggested we have an individual responsible for the medical end of Emergency Services. This is the result of that study and the suggestion made."

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 133-23 *CREATE AND FILL TWO (2)
HIGHWAY WORKER (SEASONAL) POSITIONS
PUBLIC WORKS*

WHEREAS: There will be a need for the Highway Department to employ two (2) Highway Workers (Seasonal) for 2023; and

WHEREAS: The Commissioner of Public Works has budgeted money to cover expenditures of such employment; therefore be it

RESOLVED: That the Commissioner of Public Works is hereby authorized to create and fill two (2) temporary full-time Highway Worker (Seasonal) positions effective April 10, 2023 through October 6, 2023 at an hourly rate of \$14.86 (equivalent to CSEA Grade 9), not to exceed \$20,000.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 134-23 *AUTHORIZATION TO ABOLISH ONE VACANT
COMMUNICATION e-SERVICES COORDINATOR
POSITION, CREATE AND FILL ONE DIRECTOR OF
PATIENT SERVICES POSITION
PUBLIC HEALTH*

WHEREAS: Legislative approval is required to abolish and create positions within Tioga County; and

WHEREAS: The Public Health Department has reviewed the organizational structure of the Department and would like to make improvements; and

WHEREAS: The Interim Public Health Director has determined that the return of a Director of Patient Services position to oversee all programs with patients is the most appropriate and worked with the Personnel Department toward this. The return of the Director of Patient Services position should also improve the recruitment of a qualified nurse in the position; and

WHEREAS: The Board of Health agrees with this strategy; and

WHEREAS: The Director of Patient Services position in the Public Health Department was abolished in 2014 via Resolution #190-14; and

WHEREAS: The funding of the position will be covered by the abolished Communications e-Services Coordinator position and additional savings from other 2023 vacancies. Future funding of the position will come from additional State Aid awarded to Public Health; therefore be it

RESOLVED: That one vacant Management/Confidential position of Communication and e-Services Coordinator (\$46,567 - \$56,567) be abolished effective close of business March 14, 2023; and be it further

RESOLVED: That one Management/Confidential position of Director of Patient Services (\$68,186 - \$78,186) be created and approved to fill effective March 15, 2023.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 135-23 *AUTHORIZE SALARY ABOVE CSEA BASE (DSS)*

WHEREAS: Legislative approval is required to hire above the established CSEA salary base; and

WHEREAS: The Commissioner of Social Services appointed Jennifer Park as a Caseworker (CSEA SG XI, \$47,516 – 48,516) at an annual salary of \$47,516 on February 27, 2023; and

WHEREAS: Jennifer Park has five years of prior relevant work experience; therefore be it

RESOLVED: That Jennifer Park is hereby appointed to the title of Caseworker at \$48,516/year (increment stage 2) retroactive to February 27, 2023; and be it further

RESOLVED: That Jennifer Park will be eligible for an increment upon completion of her seventh year of service.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 136-23 *APPROVE SALARY ABOVE HIRING BASE
DEPUTY SHERIFF POSITION
SHERIFF'S OFFICE*

WHEREAS: Resolution 211-99 requires Legislative approval for any appointments made above an established base salary amount; and

WHEREAS: As of March 3rd, 2023, there is one full-time Deputy Sheriff position vacant; and

WHEREAS: In order to maintain adequate staffing levels for the Road Patrol Division, the Sheriff has an immediate need to backfill said position; and

WHEREAS: The Sheriff has received approval from the Tioga County Law Enforcement Association to hire a new Deputy Sheriff, who has over three years of police experience, at an annual salary rate reflecting three years of experience per the current union contract, or \$61,290; and

WHEREAS: Caleb Scepaniak, a transfer candidate with over 3 years of Police Officer experience, has applied and has been found both eligible and willing to accept a transfer from the Binghamton Police Department to a Deputy Sheriff vacancy in Tioga County; therefore be it

RESOLVED: That the Sheriff is hereby authorized to backfill the vacant, full-time Deputy Sheriff position with Caleb Scepaniak at an annual salary of \$61,290 effective April 10, 2023.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 137-23 *AMEND EMPLOYEE HANDBOOK:
SECTION III. FINANCIAL RULES,
SUBSECTION E. GRANTS PROCEDURE*

WHEREAS: Section III. Financial Rules, Subsection E. Grants Procedure Policy in the Employee Handbook is the original policy and is in need of revision for further clarification and up-to-date information; and

WHEREAS: This policy revision will incorporate current practices approved by the Legislature, as well as ensure compliance with the County's Munis Financial Management Accounting System as defined by the County; therefore be it

RESOLVED: That Section III. Financial Rules, Subsection E. Grants Procedure Policy is hereby amended in its entirety.

**e. GRANTS PROCEDURE
(FORMERLY POLICY #47)**

TIOGA COUNTY GRANTS PROCEDURE POLICY

PURPOSE:

This policy is designed to outline the process for grant application, notification, award, and administration of funding to ensure compliance with Federal, State, County, and Local requirements.

DEFINITIONS:

Grant Notification – Document provided to participant stating grant has been awarded.

Grant – Funding issued from various governmental and institutional sources, including State and Federal pass-through funds by way of application and award process for a specific purpose.

Cash Match – A percentage of funds (Federal, State, County, or Local) required to offset the grant award.

APPLICATIONS:

All grant applications written for the County and/or by the County on behalf of a municipality or entity require a resolution and Chair of the Legislature signature including:

- Matching cash and/or in-kind contribution coming from the County.
- Grant source requires approval from governing body and/or signature from the Chief Elected Official, including contract/agreement execution.
- Resolution and application must be reviewed and approved by County Attorney prior to Legislature adoption and before obtaining Chair of the Legislature signature.
- Retroactive resolutions are permissible providing the timing of the grant announcement and the grant submission deadline is a short turnaround

and does not fall with the timeframe of the Legislative meetings. In this case, Department Heads are required to obtain Chair of the Legislature AND Legislative Standing Committee Chair approval to proceed with the application and present the resolution at the next available Legislature meeting.

Resolution must include:

- Project/Grant description, expected outcome benefit to the County, listing of all grant subrecipients and their obligations and in accordance with the County's current Strategic Plan.
- Total project/grant budget and the project/grant term.
- Required cash match or in-kind contribution (if applicable) and identification of cash match and in-kind sources.
- If County cash match, account number must be included in the RESOLVED statement.
- If County in-kind contribution, the position, equipment, office space, etc. involved and value thereof.
- If the term of the project/grant extends past the current year, an additional RESOLVED statement must be included to carry forward the remaining unspent funds.

**All this must be done before any grant application is submitted by its due date.*

ACCEPTANCE:

If a grant involves a cash match or in-kind contribution:

- Resolution of acceptance is required by the Legislature to establish appropriate accounts for all County grants. Contact the Budget Officer or Chief Accountant in the Treasurer's Office to get (if new) or verify account numbers that must be included in the RESOLVED statement of the resolution.
- If a grant is awarded on behalf of a municipality or entity, resolution must list all subrecipients and any and all obligations on behalf of the County and authorization to execute a contract or agreement with the grantor.
- Acceptance contract must be reviewed and approved by County Attorney before Chair of the Legislature signature and must include all requested supporting documentation.
- Departments cannot order goods or render services until grant award is appropriated by resolution. Departments are required to follow the County's Purchasing and Procurement Policy, as well as any other fiscal requirements identified in the grant to ensure compliance.

If no cash award is involved:

- Department Head can sign grant acceptance paperwork, unless otherwise specified by the grant source, but still must follow the resolution requirement for all in-kind service and review by the County Attorney prior to presentation of resolution for Legislature consideration.

ACCOUNTING:

- All approved grants are required to be entered in Munis Contracts Module (Contract Entry) with all supporting documentation, including authorizing resolution.
- All approved grants are required to be submitted to the Budget Officer/Chief Accountant noting the following information: grant period, grant identification number, claiming periods and formulas (i.e. advance request or reimbursement).
- The Budget Officer/Chief Accountant will assign all new grant account numbers, therefore, any resolutions pertaining to grants must follow the resolution protocol of submission to the Legislative Clerk, who in turn, will send to the Budget Officer and Chief Accountant for review and then to the Legislature and County Attorney. This must be done prior to Department Heads presenting the resolution to their respective Legislative Standing Committee for consideration and adoption at a Legislative meeting.
- When claiming reimbursement or requesting a draw down, the paperwork should be submitted to the Treasurer's Office to be signed. All claims should be entered into Munis as a general bill and the signed claim attached. Claims that do not require the Treasurer's Office signature need to be attached in Munis to the general bill.
- All funds are to be payable to the Tioga County Treasurer, not the individual Department. When funds are received either by check or electronically, the Department is responsible for entering in Munis.
- When a grant is covering all or a portion of an employee's salary, a memo must be written, signed by the employee's supervisor, and sent to the Department that is the source of the grant funds with a copy to the Treasurer's Office and must include the following information:
 - The name of the employee(s).
 - The hourly rate, hours worked, and total dollar amount to be charged.
 - The grant account or other account number the payment is to be made.
 - The two Departments/parties involved will mutually determine periodic intervals in which charge-back requests will be sent to the Treasurer's Office for processing.

REPORTING:

- Departments are responsible for communicating grant updates to their Legislative Standing Committee.
- Any requested periodic progress reports may be signed by the Department Head, unless otherwise specified by the grant source (i.e., Chief Elected Official signature).
- All accounting procedures listed in the above section must be followed for any reimbursement or draw down request associated with a progress or final report.
- After the grant is closed out, Departments must provide an update at their Legislative Standing Committee and to be noted in the minutes on how the grant benefited the County and how it forwarded the implementation of the County's current Strategic Plan.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 138-23 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES;
SUBSECTION V. LEAVE TIME

WHEREAS: Resolution 95-23 adopted on February 14, 2023 amended Section IV. Personnel Rules: Subsection V. Leave Time with the revision of Paragraph C. and the addition of Paragraphs E. and F.; and

WHEREAS: The paid and unpaid leave time benefit referenced in each of these paragraphs specifically states all County employees (full-time, temporary, or permanent) are allowed up to a certain number of hours of paid and unpaid leave time; and

WHEREAS: Since all County employees are allowed the paid and unpaid leave time referenced, it is not necessary to specify employment status (full-time, temporary, or permanent), therefore, the wording of "full-time, temporary, or permanent" will be removed from Subsection V. Leave Time, Paragraphs C., E., and F.; therefore be it

RESOLVED: That Section IV., Personnel Rules, Subsection V. Leave Time, Paragraph C. related to cancer screening is hereby amended to read as follows:

- C. In accordance with Section 159-b of the Civil Service Law (amended as of March 18, 2018, all County employees are allowed up to four (4) hours of paid leave time per calendar year annually for cancer screening(s). Leave time for cancer screening(s) is not cumulative and expires at the close of business on the last day of each calendar year. Travel time to and from the screening(s) is included in the four hours. Absence beyond the four hours must be charged to other leave time. Employees who undergo the screening(s) outside their regular work schedule do so on their own time. Employees are not granted compensatory time off for cancer screening(s) that occur on days off or holidays. Employees are required to provide satisfactory medical documentation that their absence was for the purpose of screening for cancer. The documentation should be attached to the employee's time sheet or presented to the Department Head.

And be it further

RESOLVED: That Section IV., Personnel Rules, Subsection V. Leave Time, Paragraph E. related to blood work donation is hereby amended to read as follows:

- E. In accordance with Section 202-j of the New York State Labor Law all County employees are allowed up to three (3) hours of unpaid leave time per calendar year annually for the purpose of donating blood. Leave time for blood donation(s) is not cumulative and expires on the last day of each calendar year. Travel time to and from blood donation sites is included in the three hours. Leave taken by employees at a county-designated donation alternative (such as an employer-sponsored blood drive at the workplace) must be paid leave that is provided without requiring the employee to use accumulated vacation, personal, or other leave time. Employees are required to give reasonable notice of at least three working days prior to the day of their intended use of leave time. Documentation should be attached to the employee's time sheet or presented to the Department Head.

And be it further

RESOLVED: That Section IV., Personnel Rules, Subsection V. Leave time, Paragraph F. related to bone marrow donation is hereby amended to read as follows:

- F. In accordance with Section 202-a of the New York State Labor Law all County employees are allowed unpaid leaves of absence to undergo a medical procedure to donate bone marrow. The length and duration of leave must be determined by a physician, but the combined leaves may not exceed twenty-four (24) hours per each request for the purpose of donating bone marrow, unless agreed to by the Department Head. This leave is available only to the extent that it conflicts with the employee's work schedule. Leave may be taken in increments of either full or partial days, and may include any necessary travel time, medical testing, or further procedures to determine bone marrow compatibility, medical procedure, and recovery time. Employees must provide suitable verification from a physician regarding the purpose and length of each leave. Documentation should be attached to the employee's time sheet or presented to the Department Head.

And be it further

RESOLVED: That the remainder of the Section IV. Personnel Rules: Subsection V. Leave Time Policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 139-23 *AMEND EMPLOYEE HANDBOOK:
SECTION VII. PURCHASING AND PAYMENT POLICY:
SUBSECTION XII. PROCEDURE TO BE USED WHEN
COMPETITIVE BIDDING NOT REQUIRED,
PARAGRAPH B. AND ADDITION OF NEW
SUBSECTION XVII. SECTION 3 PROCUREMENT
POLICY*

WHEREAS: The County Attorney has reviewed the Employee Handbook for compliance with State and Federal Law and has identified the need to amend Section VII. Purchasing and Payment Policy, Subsection XII. Procedure to be Used When Complete Bidding Not Required, with the revision of Paragraph B.; and

WHEREAS: The Tioga County Section 3 Plan requires adding Section 3 language to all RFPs, procurement documents, bid offerings; and

WHEREAS: Tioga County does not have Section 3 language in its Purchasing and Payment Policy; and

WHEREAS: The County Attorney has written and proposed new subsection entitled XVII: Section 3 Procurement Policy; therefore be it

RESOLVED: That Section VII. Purchasing and Payment Policy, Subsection XII. Procedure to be Used When Competitive Bidding Not Required, Paragraph B. is hereby amended to read as follows:

- B. In the event procurement is determined to be exempt from competitive bidding and its costs are \$3000.00 and over, the following procedure shall be followed:
 1. At least two (2) proposals or quotations for goods or services shall be secured by use of written requests for proposals, written quotations, verbal quotations or any other method of procurement which furthers the purposes of General Municipal Law Section 104-B.
 2. Upon award of a contract, the following shall be entered into the Procurement Log:

- a. The date of procurement;
 - b. The goods or services procured and the cost thereof;
 - c. The basis for the determination that the procurement is exempt from competitive bidding;
 - d. All alternative quotations or proposals secured together with the name of the source of each quotation or proposal.
3. In the event a contract is awarded to other than the lowest dollar offeror, it shall be set forth with justification and reasons such an award furthers the purposes of the County of Tioga's Purchasing and Payment Policy.

And be it further

RESOLVED: That Section VII. Purchasing and Payment Policy is hereby amended with the addition of new Subsection XVII. Section 3 Procurement Policy to read as follows:

XVII: SECTION 3 PROCUREMENT POLICY

- A. As part of Awardees' and their Subs' commitment to Section 3, all procurement processes for construction and labor must prioritize the contracting of Section 3 Businesses. Section 3 requirements do not apply to Material Supply Contracts.
- B. All calls for contractors and subcontractors must include this language: "This is a HUD Section 3 Project with contracting priorities for businesses that hire or are owned by low-income persons and/or public housing and Section 8 residents."
- C. Preference in the awarding of contracts shall be given to otherwise qualified Section 3 Businesses and/or businesses that demonstrate a clear commitment and capacity to create economic opportunities for low-income individuals and Section 3 Businesses. Due diligence must be performed to ensure that the contractor and subcontractor do not have any Section 3 violations in their past.
- D. When U.S. Department of Housing and Urban Development funding assistance for construction or rehabilitation projects create a need for new employment, contracting, or training opportunities subject to Section 3 (as defined in 24 CFR § 135.5) requirements, Tioga County shall integrate Section 3 requirements as detailed in Tioga County Section 3 Plan.

And be it further

RESOLVED: That the remainder of the Section VII. Purchasing and Payment Policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 140-23 *AMEND EMPLOYEE HANDBOOK:
ADD NEW POLICY TO NEW SECTION XIII.
ENTITLED FAIR HOUSING PLAN*

WHEREAS: Tioga County hereby supports Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New York State Human Rights Law; and

WHEREAS: Tioga County further objects to discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or the provision of brokerage services because of race, color, religion, ancestry, sex, national origin, handicap or disability as prohibited by the Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New York State Humans Rights Law; and

WHEREAS: Tioga County does not have its own Fair Housing Plan; and

WHEREAS: The County Attorney has written and proposed new plan entitled Fair Housing Plan; and

WHEREAS: As required by the Community Development Block Grant program, Tioga County needs to adopt a Fair Housing Plan that will promote fair housing and the Fair Housing Law; therefore be it

RESOLVED: That the Tioga County Legislature authorizes adoption and implementation of the Fair Housing Plan for Tioga County; and be it further

RESOLVED: That the Employee Handbook is hereby amended to add a new policy to new Section XIII. entitled Fair Housing Plan.

**Fair Housing Plan
Tioga County**



Date: March 14, 2023

Adopted by Resolution No. 140-23

Fair Housing Plan

Fair Housing Policy.....2

- Non-discrimination Statement.....2

Selection of Fair Housing Officer.....2

Complaint Process.....3

Implementation and Action Steps.....4

Analysis of Impediments.....4

Amendments.....4



Tioga County Fair Housing Policy

Tioga County, including its employees, is committed to following the letter and spirit of the Federal Fair Housing law by respecting the diversity and differences within our customer base by providing equal professional service to all, without regard to race, color, religion, sex, handicap, familial status, national origin or other protected status.

Tioga County, including its employees, is also committed to following the letter and spirit of The Fair Housing Act of 1968 and Fair Housing Plan, by respecting the diversity and differences within our customer base by providing equal professional service to all, without regard to race, creed, color, national origin, sexual orientation, military status, sex, age, marital status, domestic violence victim status, disability, pregnancy-related condition, predisposing genetic characteristics, prior arrest or conviction record, familial status, and gender identity.

Tioga County is committed to keeping informed about fair housing laws and practices and will not tolerate non-compliance. This commitment will be demonstrated through the general practices of Tioga County and through advertising and the media that everyone is welcome, and no one is excluded. Tioga County will additionally inform our clients and customers about their rights and responsibilities under the fair housing laws.

Non-discrimination Statement

Tioga County complies with the letter and spirit of the Fair Housing Act, the Fair Housing Act of 1968 state that prohibits housing discrimination to certain persons under each law. No qualified person will be denied housing or otherwise discouraged from obtaining housing at Tioga County because of their status under these laws.

Selection of Fair Housing Officer

In accordance with Title VIII, Civil Rights Act of 1968, as amended, the Fair Housing Officer below has been designated to handle fair housing complaints and activities:

County Attorney or their designee
56 Main Street
Owego, New York 13827
607-687-8553

The Fair Housing Officer is responsible for the intake and processing of all housing complaints as well as implementation of the Fair Housing Plan activities and actions. While not expected to be an "expert" in Fair Housing Laws, at a minimum the officer will be familiar with the complaint process and federal and state laws, which address Fair Housing. Records will show the date, time, nature of complaint and decisions made, and the complaint process will be fully documented. A separate file will maintain a record of all housing discrimination complaints and follow-up actions.

Complaint Process

Housing discrimination complaint forms such as Forms HUD-903 and HUD-903A (Spanish Version) from HUD, as well as a summary of actions which may constitute housing discrimination, and instructions for completing and filing housing discrimination complaints will be made available to citizens at the Ronald E. Dougherty County Office Building located at 56 Main Street, Owego, New York 13827. Complaints need not be made on official forms to be valid.

Forms will also be distributed to lenders, realtors, and at other public places such as libraries periodically.

The Fair Housing Officer will reasonably assist the complainant in submitting the complaint to the appropriate body by providing assistance in explaining the form and/or contacting the appropriate office and allowing the use of county phones for communication.

The individual(s) filing the complaint will then be advised of the option of filing directly with the U.S. Department of Housing and Urban Development (HUD) within one year after the alleged violation, The Connecticut Commission on Human Rights and Opportunities (CHRO) by filing a notarized complaint within 180 days of the alleged violation, or the Equal Employment Opportunity Commission or with all agencies simultaneously. The individual should also be advised of the option of filing suit at their expense in Federal District Court or State Court within two years of the alleged violation. The individual should be further advised that if they cannot afford an attorney, the Court may appoint one and that a suit may be commenced even after filing a complaint, if the individual has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual punitive damages and attorney's fees and costs.

Implementation and Action Steps

Tioga County will take specific action steps and implantation activities over the next three-year period following the guidelines provided by the Department of Housing.

1. Tioga County will adopt annually a Fair Housing Policy Statement and a Fair Housing Resolution as an indication of its commitment to Fair Housing Month during the month of April.
2. Tioga County will display its fair housing policies/procedures and ADA policies and grievance procedure on its website.
3. Tioga County will display Fair Housing posters identifying the County's Fair Housing Office, title, address, email, and phone number in prominent locations. In addition, fair housing information will be distributed outside of traditional municipal locations including local realtors and banks.
4. All advertising of residential real estate owned by Tioga County for sale, rent or financing will contain the Fair Housing logo, equal opportunity slogan as a means of educating the home seeking public that the property is available to all persons without regard to race, creed, color, national origin, sexual orientation, military status, sex, age, marital status, domestic violence victim status, disability, pregnancy-related condition, predisposing genetic characteristics, prior arrest or conviction record, familial status, and gender identity, or lawful source of income. All bid advertisements by Tioga County sponsored programs must include the phrase "Equal Opportunity/Affirmative Action Employer." The type of logo, statement or slogan will depend on the type of media being used (visual or auditory). All logos/statements must appear at the end of the advertisement.

Analysis of Impediments

Tioga County will cooperate and assist the state with its periodic Analysis of Impediments and conduct a review of policies, practices and procedures that affect the availability and accessibility of housing.

Amendments

Tioga County shall amend and revise this Plan as required to keep current with state/federal affirmative action and equal opportunity policies and procedures and local actions and activities to further the purposes of this Plan.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell made a motion to bring forth one late-file resolution for Legislature consideration, seconded by Legislator Brown. Motion carried.

Legislator Standinger moved for the adoption of the following late-file resolution, seconded by Legislator Brown.

REFERRED TO: LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 141-23 *CREATE PART-TIME SPEECH LANGUAGE
PATHOLOGIST; INCREASE PART-TIME HEADCOUNT
PUBLIC HEALTH*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: Tioga County, like nearly all upstate NYS counties, has had a shortage of Speech Language Pathologists (SLP) for the Early Childhood programs for years; and

WHEREAS: In an attempt to reduce this issue, TCPH has determined that a part-time SLP would be beneficial to the Children Services programs; and

WHEREAS: TCPH presented this idea with the Health & Human Services Committee throughout 2022, included in their 2023 budget request and met with Personnel to develop the position description; and

WHEREAS: The part-time SLP is included in the Approved County Budget, yet requires separate approval to Create; therefore be it

RESOLVED: That one part-time Speech Language Pathologist shall be created effective Mach 15, 2023, at an hourly rate of \$42.00; and be it further

RESOLVED: That the authorized part-time headcount for Tioga County Public Health shall increase from 6 to 7.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Standinger, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell motioned to adjourn, seconded by Legislator Ciotoli.
Meeting was adjourned at 12:48 P.M.

Fourth Regular Meeting
April 11, 2023

The Fourth Regular Meeting of 2023 was held on April 11, 2023 and was called to order by the Chair at 12:02 P.M. Legislators Brown, Ciotoli, Monell, Mullen, Roberts, Sauerbrey, and Standinger were present with Legislators Flesher and Weston being absent.

Chair Sauerbrey asked for a moment of prayer. "Good and Holy God, we ask for your blessing this day in this meeting. We ask that you guide and direct this Legislature and bless us with the gift of knowledge that we would know how to make decisions for the betterment of the citizens of the community. We ask that you guide and direct us in all that we do. I also pray especially today for one of our members, Dale Weston, who is in the hospital for some observation. We ask for God's blessing on him and pray that he comes back to us soon."

Chair Sauerbrey led all Legislators and those in attendance in the Pledge of Allegiance.

There were 22 people in attendance.

Chair Sauerbrey reported we have two Proclamations; **Fair Housing Month** that Legislator Ciotoli will read and present to County Attorney DeWind and **Child Abuse Prevention Month** that will be noted in the minutes.

COUNTY OF TIOGA
EXECUTIVE PROCLAMATION

WHEREAS: The Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS: The Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS: Tioga County is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all; and

WHEREAS: Our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities; and

WHEREAS: More than fifty years after the passage of the Fair Housing Act, discrimination persists, and many communities remain segregated; and

WHEREAS: Acts of housing discrimination and barriers to equal housing opportunity are repugnant to a common sense of decency and fairness; therefore

THE TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim the month of April 2023 as

FAIR HOUSING MONTH

in Tioga County as an inclusive community committed to fair housing, and to promoting appropriate activities by private and public entities to provide and advocate for equal housing opportunities for all residents and prospective residents of Tioga County.

County Attorney DeWind spoke. "Although we do not have our own public housing here in Tioga County, it is an important process that we recognize that we do have a role as the County government insuring that fair housing spreads to all our residents. It has been awhile since we have had a legal proclamation through the Law Department, so I look forward to continuing this for the upcoming month and making sure, to the extent that we can, the Tioga County residents are aware that fair housing is something that we stand behind."

COUNTY OF TIOGA EXECUTIVE PROCLAMATION

CHILD ABUSE PREVENTION MONTH PROCLAMATION

WHEREAS: The Tioga County Department of Social Services received 1167 reports of alleged abuse/neglect involving 2467 children in 2022; 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, CASA-Trinity, and

Aspire Hope NY 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 2023 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.

There was no privilege of the floor.

Legislator Monell made a motion to approve the minutes of March 14, 2023, seconded by Legislator Brown and carried.

Chair Sauerbrey appointed the following Legislators to the **County Administrator Committee:**

- Legislator Brown
- Legislator Roberts
- Legislator/Chair Sauerbrey
- Legislator Standing

Chair Sauerbrey reported the Committee will meet today following this Legislative meeting.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -23 APPOINT MEMBER TO THE
TIOGA COUNTY PLANNING BOARD

WHEREAS: The Town of Berkshire position on the Tioga County Planning Board has been vacant for several months; and

WHEREAS: The Berkshire Town Board has found Abraham David willing and able to serve in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints Abraham David to the Tioga County Planning Board representing the Town of Berkshire for a term of 4/12/23 – 12/31/25.

Legislator Roberts made a motion to have the resolution withdrawn, seconded by Legislator Standinger and carried.

ROLL CALL VOTE TO WITHDRAW

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION WITHDRAWN.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 142-23 RE-APPOINT MEMBER
TO TRAFFIC SAFETY BOARD
SHERIFF'S OFFICE

WHEREAS: Michael Jackson's term on the Traffic Safety Board expired on 3/31/2023; and

WHEREAS: Michael Jackson has been found willing and able to continue serving on the Traffic Safety Board; therefore be it

RESOLVED: That Michael Jackson be re-appointed to the Traffic Safety Board for the term of 4/1/2023 through 3/31/2026.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 143-23 *AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL-AID PROJECT AND APPROPRIATING FUNDS*

WHEREAS: A project for the Day Hollow Road Culvert Replacement PIN 9755.37 (the Project) is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds and 20% non-Federal Funds; and

WHEREAS: The County of Tioga desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the costs of the Preliminary Engineering / Design and Right-of-Way Incidentals work.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVE: That the Tioga County Legislature hereby approves the above-subject project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorized the County of Tioga to pay in the first instance 100% of the Federal and non-Federal share of the cost of the Preliminary Engineering / Design and Right-of-Way Incidentals work for the Project or portions thereof; and it is further

RESOLVED: That funding be appropriated and new project accounts established as follows:

From: H51 10.445020.H2302 Federal Aid-County Road Bridge	\$128,000.00
H51 10.435020.H2302 State Aid-County Road Bridge	\$ 24,000.00
H.390900 Fund Balance Unrestricted	\$ 8,000.00
To: H51 10.520003.H2302 Culvert Replacement	\$160,000.00

And it is further

RESOLVED: That in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, the Tioga County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon notification by the New York State Department of Transportation thereof; and it is further

RESOLVED: That the Chair of the Tioga County Legislature of the County of Tioga be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Tioga with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

RESOLVED: That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED: This Resolution shall take effect immediately.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 144-23 *AUTHORIZE ACCEPTANCE OF YEAR FIVE FUNDING FROM THE NYS OFFICE OF INDIGENT LEGAL SERVICES AND ACCEPT YEAR FIVE FUNDING FOR HURRELL-HARRING GRANT AND AMEND 2023 BUDGET*

WHEREAS: By Resolution No. 257-18 adopted on November 13, 2018 Tioga County entered into a five-year agreement with the New York State Office of Indigent Legal Services for distribution of funds to provide representation to persons legally entitled to counsel but unable to hire an attorney; and

WHEREAS: The allocated amount to Tioga County from NYS Office of Indigent Legal Services for the fiscal year April 2022 – March 2023 is \$771,014.42; and

WHEREAS: It is necessary for Tioga County to adopt the fifth-year funding budget for said distribution in said amount of \$771,014.42; and

WHEREAS: Said funding in the amount of \$771,014.42 needs to be appropriated and the 2023 budget be amended; therefore be it

RESOLVED: That the Tioga County Legislature hereby approves the fifth-year budget of said distribution in the amount of \$771,014.42 and the Chair of the Legislature is hereby authorized to execute the fifth year ILS Hurrell–Harring contract amendment; and be it further

RESOLVED: That upon execution of the fifth-year contract amendment, the ILS HH Grant of \$771,014.42 subtracting out the \$464,568.79 salary and fringe Tioga County has already appropriated and the 2023 Budget be amended as follows:

Revenue Account: A 1174 430260 State Aid Indigent \$ 456,893.43

Expense Account: A 1174 510010 Full Time Salary \$ 3,181.30
 A 1174 510020 Part Time Salary \$ 14,588.46

A 1174 520200 Office Equipment \$ 11,500.00
 A 1174 520250 Remodeling \$ 8,000.00
 A 1174 520256 Security \$ 5,000.00
 A 1174 540140 Contracted Services \$ 62,000.00
 A 1174 540030 Assigned Counsel \$ 10,000.00
 A 1174 540040 Books \$ 2,500.00
 A 1174 540180 Dues \$ 200.00
 A 1174 540191 Utilities \$ 3,100.00
 A 1174 540221 Cleaning/Maint. \$ 5,000.00
 A 1174 540280 Investigations \$ 63,796.42
 A 1174 540320 Leased Services \$ 4,000.00
 A 1174 540390 Mileage \$ 4,000.00
 A 1174 540420 Supplies \$ 10,000.00
 A 1174 540550 Rent \$ 30,500.00
 A 1174 540620 Software Expenses \$ 39,000.00

A 1174 540733 Training/CLE	\$	8,000.00
A 1174 581088 Retirement	\$	8,143.60
A 1174 583088 Social Security	\$	156.62
A 1174 585588 Disability	\$	61.53
A 1174 584088 Workers Comp	\$	2,172.30
A 1174 586088 Health Ins/HRA	\$	11,510.10
A 1174 588988 EAP	\$	35.30

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 145-23 *AUTHORIZE ACCEPTANCE OF
2023 NYS PTS GRANT
(PTS-2023-TIOGA CO SO-00240-054)
APPROPRIATION OF FUNDS &
MODIFY 2023 BUDGET
SHERIFF'S OFFICE*

WHEREAS: The Sheriff's Office applied for and was awarded a NYS PTS (Police Traffic Services) grant (PTS-2023-Tioga Co-SO-00240-054) in the amount of \$10,530; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorize the acceptance of this award; and be it further

RESOLVED: That the 2023 budget be modified and funds be appropriated to the following accounts:

FROM: A3110.445890 Federal Aid – Other Transportation \$10,530

TO: A3110.510030 Sheriff Overtime \$10,530

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 146-23 *AUTHORIZE ACCEPTANCE OF
2022 SICG TARGETED GRANT (ST22)
APPROPRIATION OF FUNDS &
MODIFY 2023 BUDGET
OFFICE OF EMERGENCY MANAGEMENT*

WHEREAS: The Office of Emergency Management applied for and was awarded a Homeland Security Statewide Interoperable Communications “Targeted” Grant 2022 (ST22) in the amount of \$6,000,000. This grant will be used for upgrading the radio communications in the county with no local share associated with said grant; and

WHEREAS: This funding must be accepted and appropriated; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award and authorizes the Chair of the Legislature to sign any and all grant-related paperwork which has first been reviewed and approved by the County Attorney; and be it further

RESOLVED: That the 2023 budget be modified and transfer of funds be appropriated to the following accounts:

TO: H3021.433063.ST22 State Aid Interop Comm Grant \$6,000,000

And

FROM: H3021 521230 E911	Radio & Equipment	\$6,000,000
TO: H3021 540140 ST22	Contracted Services	\$3,000,000
TO: H3021 521230 ST22	Radio & Equipment	\$3,000,000

And be it further

RESOLVED: That appropriation of funds be re-established for the remaining unspent balance as of year-end until the project is completed.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standing, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 147-23 *AUTHORIZE THE SUBMISSION OF
EMPG23 GRANT APPLICATION
OFFICE OF EMERGENCY SERVICES*

WHEREAS: The NYS Department of Homeland Security/Federal Emergency Management Agency has issued an Emergency Management Performance Grant (EMPG23) in the amount of \$22,058 with a 50% local share; and

WHEREAS: County Policy requires that a resolution be approved before any such grant application is submitted; and

WHEREAS: Said grant will be used towards reimbursement of Emergency Services salaries; therefore be it

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the 2023 EMPG grant application and authorization be given to the Chair of the Legislature to sign such application, after review by the County Attorney; and be it further

RESOLVED: That authorization be given to utilize funds in account A3640.510010 Full Time Salary to offset the 50% local share of \$22,058.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 148-23 *AUTHORIZE THE SUBMISSION OF
HOMELAND SECURITY GRANT
APPLICATION (SHSP23)
OFFICE OF EMERGENCY SERVICES*

WHEREAS: The NYS Department of Homeland Security/Federal Emergency Management Agency has issued a grant of \$59,750 to the Tioga County Office of Emergency Services. 35% of the monies will be appropriated to the Sheriff's Office (\$20,913) and 65% to Emergency Management (\$38,837) with no local share; and

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

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the 2023 Homeland Security grant application and authorizes the Chair of the Legislature to sign such application after review by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 149-23 ACCEPTANCE OF APPALACHIAN REGIONAL
COMMISSION GRANT APPLICATION FOR
STRATEGIC PLAN AND CREATE ACCOUNTS

WHEREAS: Tioga County’s current strategic plan, Tioga County 2020 Strategic Plan, was adopted in 2016 and is now mostly complete and out of date; and

WHEREAS: Tioga County Legislature Resolution 167-22 allowed for the application to the Appalachian Regional Commission to create a new strategic plan; and

WHEREAS: The same resolution committed \$25,000 from the General Fund Balance as cash match to the \$50,000 total project cost; and

WHEREAS: Amending of the 2023 Budget and the appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts said grant award in the amount of \$25,000 and authorizes the Chair of the County Legislature to sign any and all grant related paperwork upon review and approval of the County Attorney; and be it further

RESOLVED: That the following 2023 budget appropriation be approved as follows:

To:	A8020 449020 ARC23 Federal Aid-Planning Studies	\$25,000.00
From:	A8020 540140 ARC23 Contracted Service-ARC	\$50,000.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 150-23 *RESOLUTION TO APPROVE AND ENTER INTO
A MOU WITH THE TOWN OF OWEGO FOR
CDL DRUG TESTING*

WHEREAS: Federal law requires random drug and alcohol screens of CDL drivers performing "safety sensitive" tasks; and

WHEREAS: Tioga County has coordinated with towns and villages within Tioga County to have testing done by an outside agency; and

WHEREAS: The Tioga County Safety Officer must supervise the quarterly random CDL drug screens for the Department of Public Works; and

WHEREAS: The Town of Owego, as a courtesy, has offered to host towns and villages within Tioga County for the random drug and alcohol screens of CDL drivers performing "safety sensitive" tasks; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a Memorandum of Understanding (MOU) with the Town of Owego to provide the testing location for the County's CDL random drug screens.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 151-23 *AUTHORIZATION TO JOIN AND PARTICIPATE IN
NEW NATIONAL OPIOID SETTLEMENTS WITH CVS,
WALGREENS, AND WALMART CONCERNING
CLAIMS RELATED TO THE OPIOID CRISIS*

WHEREAS: Tioga County joined in a New York State legal action seeking compensation from those responsible for causing and perpetuating the opioid addiction crisis (the "Action"); and

WHEREAS: The Action is against various Defendants, including manufacturers of opioids, distributors of opioids and chain pharmacies; and

WHEREAS: The County has previously joined together with other Plaintiffs to settle its claims with several of the Defendants including Allergan and Teva; and

WHEREAS: The Action alleged several causes of action against Defendants CVS, Walgreens and Walmart based on claims that their actions also contributed to the opioid epidemic; and

WHEREAS: Similar litigation concerning the vast opioid addiction crisis has been filed in State and Federal Courts throughout the Country; and

WHEREAS: CVS, Walgreens and Walmart have offered to settle the claims against them by entering into comprehensive National Settlement agreements; and

WHEREAS: Tioga County has the opportunity to participate in the "New National Opioid Settlements" to settle claims with CVS, Walgreens and Walmart and to also enter into settlement sharing agreements with the other New York State Plaintiffs; and

WHEREAS: After conferring with Litigation Counsel it appears to be in the best interest of Tioga County to join in the New National Opioid Settlements to resolve its claims with CVS, Walgreens and Walmart and avoid protracted litigation; therefore be it

RESOLVED: That Tioga County is authorized to participate in New National Opioid Settlements with CVS, Walgreens and Walmart and to enter into sharing agreements with the other participating New York State Defendants; and be it further

RESOLVED: That Tioga County Chair of the Legislature, Martha Sauerbrey, is authorized to execute such forms and agreements, as approved by the County Attorney to compromise the claims with these Defendants and distribute the proceeds between the participating Plaintiffs.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 153-23 *AUTHORIZE CONTRACT WITH ACCORD,
A CENTER FOR DISPUTE RESOLUTION, INC.
FOR OFFICE SPACE*

WHEREAS: Accord, A Center for Dispute Resolution, Inc. has provided dispute resolution services in Tioga County, serving Individuals, families, and organizations to help them to discover peaceful alternatives to conflict through mediation and provides other services such as training and advocacy which are a benefit to the County and its citizens; and

WHEREAS: Tioga County, as a courtesy, would like to continue to provide Accord, A Center for Dispute Resolution, Inc with office space at the Ronald E. Dougherty County Office Building to assist individuals, families, and organizations to discover agreeable and enduring solutions to conflict; and

WHEREAS: The Ronald E. Dougherty County Office Building has space available for that purpose; therefore be it

RESOLVED: That the Tioga County Legislature does hereby grant permission to Accord, A Center for Dispute Resolution, Inc to use Ronald E. Dougherty County Office Building, Room 205, at no cost, for an initial period of one year which may thereafter be extended on mutual consent for two additional one-year terms; and be it further

RESOLVED: That the Chair of the Tioga County Legislature be authorized to sign a lease with Accord, A Center for Dispute Resolution, Inc whose main office is located at 350 State Street, Binghamton, New York for the lease of said office space located at 56 Main Street, Owego, New York, which lease shall commence on May 1, 2023.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 154-23 STATE AID CASINO REVENUE
RESERVE ALLOCATION

WHEREAS: Resolution 234-22 authorized the Tioga County Legislature to annually determine the designated reserve fund or funds to allocate the funds received from State Aid Casino Revenue; and

WHEREAS: State Aid Casino Revenue grossed \$1,710,809.09 in 2022; and

WHEREAS: The Tioga County Legislature would like to fund the Capital Building Reserve-SAC with the total 2022 amount received in State Aid-Casino funds; therefore be it

RESOLVED: That the State Aid Casino Revenue received in 2022 be allocated to the Capital Building Reserve-SAC as follows:

To: H 387810	Building Reserve-SAC	\$1,710,809.09
--------------	----------------------	----------------

And be it further

RESOLVED: That the Tioga County Legislature authorizes an interfund transfer and appropriation from the general fund to the capital fund as follows:

From: A9950.593715 Interfund Transfer	1,710,809.09
---------------------------------------	--------------

To: H1340.450310 Interfund Transfer	1,710,809.09
-------------------------------------	--------------

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 155-23 FUND THE UNEMPLOYMENT INSURANCE RESERVE FOR 2022

WHEREAS: The Unemployment Insurance Reserve has a current balance of \$74,386.56; and

WHEREAS: Unemployment claims for budget year 2022 totaled \$14,058.52, leaving a remaining budget of \$30,941.48; and

WHEREAS: Resolution 112-91 established a \$100,000.00 ceiling for the Unemployment Insurance Reserve; and

WHEREAS: Legislative approval is needed to reserve funds; therefore be it

RESOLVED: That the 2022 available unemployment budget, up to the ceiling be allocated to the Unemployment Insurance Reserve for 2022 as follows:

To: A 388906	Unemployment Insurance Reserve	\$25,613.44
--------------	--------------------------------	-------------

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE
LEGISLATIVE WORKSESSION
FINANCE COMMITTEE

RESOLUTION NO. 156-23 ARPA FUNDS FOR NEIGHBORHOOD DEPOT ECONOMIC DEVELOPMENT & PLANNING

WHEREAS: American Rescue Plan Act “ARPA” Funds have been granted to Tioga County by the US Treasury in 2021; and

WHEREAS: As of 04/03/2023 there is approximately \$325,000 in unspent ARPA funds of the granted \$750,000 towards Broadband improvement efforts for neighboring municipalities in Tioga County; and

WHEREAS: The Tioga County Legislature has recognized a need for the funding of the Neighborhood Depot project, a new construction project located outside of the floodplain at 143 North Avenue in the Village of Owego (VOO). This 15,000 SF facility will host several nonprofits including; Tioga United Way, Tioga County Rural Ministry, Catholic Charities of Tompkins Tioga; Racker, and allow them to share resources, create jobs, meet community needs and act as a disaster recovery center. Partnering organizations provide services and programs for early childhood services, people with disabilities, poverty-stricken families, immigrant services and various other community needs. This project will improve quality of life, revitalize/improve the visual aesthetics of North Avenue in coordination with the VOO s DRI Local Planning Committee vision, promote a shared services concept by reducing the overhead spending for nonprofits in Tioga County and allow organizations to use that money to hire more staff and provide additional services; and

WHEREAS: It has been determined by the US Treasury that ARPA funds granted shall be considered obligated by calendar year end 2024, and expended by the end of calendar year 2026; and

WHEREAS: The Tioga County Legislature is agreeable to making the unspent ARPA funds available to the Neighborhood Depot project if needed to complete the project; and

WHEREAS: Legislative approval is needed for the modification of the use of any American Recovery funds; therefore be it

RESOLVED: That the Tioga County Legislature is willing to commit the unspent ARPA funds dedicated towards Broadband improvement efforts to the Neighborhood Depot project, if needed; and be it further

RESOLVED: That the funds shall remain with the Broadband improvement efforts until such time as the Neighborhood Depot need is determined.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 157-23 ESTABLISH NEW BUDGET LINE,
MODIFY 2023 BUDGET AND TRANSFER FUNDS
RECORDS MANAGEMENT

WHEREAS: The Director of Assets and Records Management has a need for a new chair; and

WHEREAS: The chair selected by the Director of Assets and Records Management costs \$149.99; and

WHEREAS: Chairs must be purchased using a Chair expense line 520070 and the 2023 Records budget does not have this established line;

WHEREAS: Legislative approval is required for budget amendments; therefore, be it

RESOLVED: That a 520070 Chairs line be established in the Records budget and that the following funds be transferred for said purchase:

From:	A1460	540640	Supplies (Not Office)	\$ 150.00
To:	A1460	520070	Chairs	\$ 150.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: LEGAL & FINANCE COMMITTEE
 RESOLUTION NO. 158-23 TRANSFER OF FUNDS
 2023 BUDGET MODIFICATION
 COUNTY LIABILITY INSURANCE FUND

WHEREAS: The funds budgeted for 2023 for insurance premiums & insurance claims will not cover the flood insurance and claim costs for the remainder of the year; and

WHEREAS: Funds will need to be transferred from the Tioga County Contingency account to accommodate the increased amount in insurance premiums and claims; and

WHEREAS: Amending of the 2023 Budget and the appropriation of Contingent accounts require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes a budget transfer from the Contingency account as follows:

From: A1990.540715 Contingency Transfer	\$130,000.00
To: CI1910.540270 Insurance Premiums	\$ 70,000.00
To: CI1930.540270 Insurance Claims	\$ 60,000.00

And be it further

RESOLVED: That the Tioga County Legislature authorizes an interfund transfer from the general fund to the liability fund as follows:

From: A9901.590715 Interfund Transfer	\$130,000.00
To: CI1910.450310 Interfund Transfer	\$130,000.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 159-23 TRANSFER OF FUNDS
2023 BUDGET MODIFICATION
VETERANS' SERVICE AGENCY

WHEREAS: The Tioga County Veteran Services' Agency (TCVSA) will be purchasing additional equipment and technology for the new office needs; and

WHEREAS: The TCVSA shall be utilizing funds as allowed by ARPA program guidelines to pay for the necessary equipment and technology; and

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

RESOLVED: That TCVSA budget be modified, and the following sums be transferred within the 2023 TCVSA budget to cover the costs of equipment and technology needs:

From: A6510 540640 M7674	ARPA Supplies (Not Office)	\$ 1,400.00
To: A6510 520130 M7674	ARPA Equipment (Not Car)	\$ 1,000.00
To: A6510 520621 M7674	ARPA Computer Equipment	\$ 400.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 160-23 AMEND BUDGET & APPROPRIATE FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health has been awarded funding from New York State; and

WHEREAS: The award is designated for Community Cancer Prevention in Action, which is a partnership between Broome and Tioga Counties; and

WHEREAS: Cancer Prevention is an area of focus for Public Health; and

WHEREAS: The funding will pass through Broome County to Tioga County Public Health; and

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

RESOLVED: That funding be appropriated as follows:

From: A4053 422800	Public Health: Local Grants	\$ 10,000
To: A4053 540640	Public Health: Supplies	\$ 10,000

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 161-23 AMEND BUDGET & APPROPRIATE FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health has been awarded additional funding from the New York State Department of Health (NYSDOH); and

WHEREAS: The award is for successful participation in the NYSDOH Local Health Department Performance Incentive Program; and

WHEREAS: The funding is designated for Public Health program related expenses; and

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

RESOLVED: That funding be appropriated as follows:

From: A4011 434010	Public Health: State Aid	\$13,708
To: A4011 540487	Public Health: Program Expense	\$13,708

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 162-23 *AMEND BUDGET AND APPROPRIATE FUNDS
MENTAL HYGIENE AND PUBLIC HEALTH*

WHEREAS: The New York State Department of Health has instituted a mandatory New York State Health Care and Mental Hygiene Worker Bonus (HWB) Program whereby it is the employer's responsibility to submit its eligible workforce for the bonus; and

WHEREAS: A qualified employer who fails to identify, claim, and/or pay any bonus for more than 10 percent of bonus eligible workers may be subject to penalties of up to \$1,000.00 per violation of the HWB Program; and

WHEREAS: Tioga County Mental Hygiene (TCMH) and Tioga County Public Health (TCPH) have both identified eligible workforce employees; and

WHEREAS: Tioga County will incur no local share increase, as New York State will also reimburse "fringe benefit" costs associated with the HWB; and

WHEREAS: The Budget Officer will need to modify "fringe benefit" budget lines as is appropriate; and

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

RESOLVED: That the budget be modified and appropriated as follows:

From: A4210-434890-HWB1 State Aid - Other Health	\$ 9,000.00
To: A4210-510050-HWB1 Salary All Other	\$ 9,000.00
From: A4310-434890-HWB1 State Aid - Other Health	\$ 18,000.00
To: A4310-510050-HWB1 Salary All Other	\$ 18,000.00
From: A4011-434890-HWB1 State Aid - Other Health	\$ 12,000.00
To: A4011-510050-HWB1 Salary All Other	\$ 12,000.00

And be it further

RESOLVED: That the Budget Officer is authorized to make adjustments to “fringe benefit” budget lines as is appropriate; and be it further

RESOLVED: That available funds on 12/31/23 of this amendment and appropriation will be carried forward into the New Year.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 163-23 AMEND BUDGET AND TRANSFER FUNDS
HIGHWAY WORKER (SEASONAL)
PUBLIC WORKS

WHEREAS: There will be a need for the Highway Department to employ one (1) additional Highway Worker (Seasonal) for 2023; and

WHEREAS: Public Works Administration has budgeted for an Engineering Technician position that has not been able to be filled to date; and

WHEREAS: Legislative approval is needed to amend 2023 Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2023 Budget:

From: A1490.510010	Public Works Full Time	\$20,000.00
To: D5110.510020	County Road Part Time	\$20,000.00

And be it further

RESOLVED: That the Tioga County Legislature authorizes an interfund transfer and appropriation of funds from the General Fund to the County Road Fund as follows:

From: A9901.591715	Interfund Transfer - A to D Fund	\$20,000.00
To: D5110.450310	Interfund Transfer	\$20,000.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:	PUBLIC WORKS COMMITTEE
	FINANCE COMMITTEE

RESOLUTION NO. 164-23	<i>AMEND 2023 CAPITAL BUDGET AND TRANSFER FUNDS FOR MECHANIC TRUCK PUBLIC WORKS</i>
-----------------------	---

WHEREAS: The newly purchased Mechanic Truck requires additional equipment; and

WHEREAS: Cost savings was achieved in another 2023 Capital Budget line and Legislative approval is needed to authorize all Capital expenses; and

WHEREAS: Legislative approval is needed to amend 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2023 Capital Budget:

From: H5130.521922	Paver	\$10,000.00
To: H5130.521061	Mechanic Truck	\$10,000.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
 ADMINISTRATIVE SERVICES COMMITTEE
 FINANCE COMMITTEE

RESOLUTION NO. 165-23 *APPROPRIATION OF FUNDS AND
 BUDGET MODIFICATION
 MENTAL HYGIENE*

WHEREAS: Tioga County Mental Hygiene (TCMH) has been allocated pass through state aid funding for The Dwyer Program; funding is to provide services including non-clinical interventions, outreach, suicide prevention, and peer-to-peer counseling for Veterans suffering from PTSD, Traumatic Brain Injury and any Veteran looking to reintegrate into civilian society. The Dwyer Program is available to all Veterans, members of the Armed Forces, National Guard, Army Reserve, and their families; and

WHEREAS: TCMH has an existing contract with Tioga County Veterans' Service Agency (TCVSA), to provide these services to Tioga County residents; and

WHEREAS: TCMH and TCVSA will incur no local share increase, yet this will require an appropriation of funds into the proper account codes; and

WHEREAS: Appropriation of funds and Budget modifications require Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A4310-434900 State Aid-Mental Health	\$100,000.00
To: A4320-540590 Services Rendered	\$100,000.00

From: A6510-427700-DP22 Other Unclassified Revenue DP \$100,000.00

To: A6510-540487-DP22 Program Expense DP \$100,000.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 166-23 *AMEND RESOLUTION NO. 120-23*
APPROPRIATION OF FUNDS
FY2022 DOMESTIC TERRORISM GRANT
OFFICE OF EMERGENCY SERVICES

WHEREAS: Resolution No. 120-23 appropriated funds from the FY2022 Domestic Terrorism Prevention Grant into an erroneous account number; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That Resolution No. 120-23 be amended to appropriate funds to the correct account as listed below:

FROM: A3361-433060-DT22 State Aid-Homeland Security \$172,413

TO: A3360-433060-DT22 State Aid-Homeland Security \$172,413

FROM: A3361-540140-DT22 Contracting Services \$172,413

TO: A3360-540140-DT22 Contracting Services \$172,413

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 167-23 *AMEND RESOLUTION NO. 124-23;
ESTABLISH NEW BUDGET LINE,
REQUEST AND TRANSFER RESERVE FUNDS,
AND MODIFY 2023 BUDGET
SAFETY OFFICE*

WHEREAS: Resolution No. 124-23 allowed the appropriating from Reserve funds to the Liability fund; and

WHEREAS: The org (A2989) Other Education/Handicapped Parking has been set up to receive and expend said reserve funds; and

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

RESOLVED: That the Tioga County Legislature amend Resolution No. 124-23 and authorize the following transfer:

From: CI8042.540010	Advertising	\$254.00
To: A2989.540010	Advertising	\$254.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 168-23 *CREATE AND FILL ONE (1)
HIGHWAY WORKER (SEASONAL) POSITION
PUBLIC WORKS*

salary of \$69,997 effective April 24, 2023, pending the successful completion of all civil service examination requirements.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO

HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 170-23

*AUTHORIZATION TO RECLASSIFY
WELFARE MANAGEMENT SYSTEM COORDINATOR
POSITION IN SOCIAL SERVICES*

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

WHEREAS: After further review of the Welfare Management System Coordinator position, the Commissioner of Social Services has found there would not be any line of succession; and

WHEREAS: The Commissioner of Social Services has determined that the reclassification of the Welfare Management System Coordinator to Senior Social Welfare Examiner would be better utilized within the department; and

WHEREAS: The current incumbent in the Welfare Management System Coordinator position has met the Civil Service requirements as a Senior Social Welfare Examiner; and

WHEREAS: This reclassification will not impact the Department of Social Services allotted budget as both positions reside in the same CSEA salary grade IX (\$43,599 - \$44,599); therefore be it

RESOLVED: That the full-time Welfare Management System Coordinator position (CSEA salary grade IX) be reclassified to full-time Senior Social Welfare Examiner (CSEA salary grade IX) effective April 11th, 2023.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 171-23 AUTHORIZATION TO RECLASSIFY
RECORDS MANAGEMENT CLERK POSITION
IN MENTAL HYGIENE

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

WHEREAS: On November 14th, 2022, a desk audit was requested by the incumbent and a review was conducted by the Personnel Department for the full-time Records Management Clerk position held by Amy Joyce; and

WHEREAS: Upon analysis of the work performed by Ms. Joyce, the Personnel Officer has recommended reclassification of said position to the title of Records Management Technician and be allocated to CSEA SG VII (\$39,041 - \$40,041); and

WHEREAS: The position of Records Management Technician is competitive, therefore the incumbent's status will be provisional until successfully meeting Civil Service examination requirements; therefore be it

RESOLVED: That the full-time Records Management Clerk position (CSEA salary grade VI) filled by Ms. Joyce be reclassified to full-time Records Management Technician (CSEA salary grade VII); and be it further

RESOLVED: That Ms. Joyce's salary will be retroactive to November 14th, 2022 through December 30th, 2022 at an annual salary of the 2022 CSEA SG VII \$37,904.00 then be retroactive beginning January 2, 2023 at the 2023 CSEA SG VII annual salary of \$39,041.00. The changes will be reflected in 2023 payroll #9.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 172-23 *AUTHORIZE APPOINTMENT OF
PUBLIC HEALTH DIRECTOR
(PUBLIC HEALTH)*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The position of Public Health Director (\$84,029-\$94,029 M/C) became vacant January 11, 2023 due to the prior director's expired term; and

WHEREAS: Ms. Heather Vroman was appointed Interim Public Health Director effective January 11, 2023 via Resolution #43-23; and

WHEREAS: The Tioga County Board of Health has unanimously recommended Ms. Vroman as the Tioga County Public Health Director; and

WHEREAS: The County Legislature recognizes Ms. Vroman's qualification, experience and commitment toward Tioga County Public Health; therefore be it

RESOLVED: That the Tioga County Legislature appoints Heather Vroman to the position of Public Health Director at an annual salary of \$90,000 effective April 12, 2023 for a six-year term ending April 11, 2029.

Legislator Standinger spoke. "I think it is wonderful that we are promoting from within, and I thank Heather for accepting the position. I am sure there is going to be a lot of changes up there, which will be a good thing."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 173-23 *AUTHORIZE APPOINTMENT TO TITLE OF
DEPUTY DIRECTOR OF PUBLIC HEALTH
PUBLIC HEALTH*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: As of January 11, 2023, the position of Deputy Director of Public Health has been vacant due to appointment of prior incumbent to Interim Public Health Director; and

WHEREAS: The Interim Director of Public Health has an immediate need to appoint a replacement to said vacancy and has identified a candidate who is both qualified and willing to accept this appointment; therefore be it

RESOLVED: That the Interim Director of Public Health is authorized to appoint Susan Medina to the title of Deputy Director of Public Health at an annual Management/Confidential salary of \$80,625.00 effective May 8, 2023.

Legislator Standinger spoke. "This young lady was prior installed in the Public Health Department; she ran the Dental Van. I am glad to see she is coming back. I am sure she will embrace her new role here instead of Broome County."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 174-23 *AUTHORIZE APPOINTMENT TO TITLE OF
DIRECTOR OF PATIENT SERVICES
PUBLIC HEALTH*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The Tioga County Legislature approved the creation of the Management/Confidential position of Director of Patient Services via Resolution #134-23; and

WHEREAS: The Interim Director of Public Health has identified a candidate who is both qualified and willing to accept this appointment; therefore be it

RESOLVED: That the Interim Director of Public Health is authorized to appoint Melanie Miller provisionally to the title of Director of Patient Services at an annual Management/Confidential salary of \$72,126.00 effective April 24, 2023.

Legislator Standinger spoke. "Mel Miller was previously employed by Tioga County and now she is back. I am glad we have a nurse on staff now."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 175-23 *CREATE AND FILL TEMPORARY,
FULL-TIME CLERK (SEASONAL) POSITION
TREASURER'S OFFICE*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The Treasurer's Office has a need to hire a temporary, full-time Clerk to work during the summer season to provide clerical support within the office; and

WHEREAS: The Treasurer appropriately budgeted for said position in the approved 2023 budget; therefore be it

RESOLVED: That one (1) temporary, full-time Clerk (Seasonal) position is created at the hourly rate of \$14.20 in accordance with Resolution 196-09, effective April 11, 2023; and be it further

RESOLVED: That the Treasurer shall be allowed to fill said position for a duration not to exceed beyond September 30, 2023.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION
PERSONNEL COMMITTEE

RESOLUTION NO. 176-23 *STANDARD WORK DAY AND
REPORTING RESOLUTION*

WHEREAS: The New York State Retirement System created new reporting regulations in 2009 that require establishment of terms and work hours for elected and appointed officials and a resolution stating such at the onset of each term; therefore be it

RESOLVED: That the County of Tioga hereby establishes the following as standard work days for elected and appointed officials, and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by the following officials to the Clerk of this body;

Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Days/Month (based on Record of Activities)	Pay Frequency	Not Submitted
Appointed Officials						
Assistant Public Defender	Kristin Riddell	7	11/21/22-12/31/25	7.10	Biweekly	

I, Cathy Haskell, Secretary/Clerk of the governing board of the County of Tioga, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 11th day of April, 2023 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Tioga County Legislature on this 11th day of April, 2023.

Tioga County Legislative Clerk

Affidavit of Posting: I, Cathy Haskell, being duly sworn, depose and say that the posting of the resolution began on April 11, 2023 and continued for at least 30 days. That the resolution was available to the public on the

- Employer's website at www.tiogacountyny.gov
- Official sign board at Tioga County Legislative Office.
- Main Entrance Clerk's Office at _____

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 177-23 *AMEND EMPLOYEE HANDBOOK:
SECTION III. FINANCIAL RULES,
SUBSECTION C. FIXED ASSETS,
PARAGRAPH III. ACCOUNTING BASIS AND
OPERATIONAL PRINCIPLES*

WHEREAS: Section III. Financial Rules, Subsection C. Fixed Asset Policy in the Employee Handbook was last updated on March 9, 2021 and is in need of further revision for clarification and up-to-date information in Paragraph III. Accounting Basis and Operational Principles; and

WHEREAS: This policy revision will incorporate new GASB standards, current practices, a new sub-paragraph entitled Intangible Asset-Lease and an update to the Useful Life sub-paragraph, both under Paragraph III. Accounting Basis and Operational Principles, Definitions and Classification Guidelines, as well as ensure compliance with the County's Munis Financial Management Accounting System as defined by the County; therefore be it

RESOLVED: That Section III. Financial Rules, Subsection C. Fixed Asset Policy, Paragraph III. Accounting Basis and Operational Principles is hereby amended as follows:

c. FIXED ASSETS
(FORMERLY POLICY #5)

**FIXED ASSET POLICY
FOR TIOGA COUNTY**

III. ACCOUNTING BASIS AND OPERATIONAL PRINCIPLES

- **DEFINITIONS**
- **CLASSIFICATIONS GUIDELINES**

III. ACCOUNTING BASIS AND OPERATIONAL PRINCIPLES

Tioga County has adopted a Fixed Asset Program in accordance with the principles established by the Governmental Accounting Standards Board (GASB) Statements Nos. 1, 34, and 87.

OFFICE OF RECORD

The Treasurer's Office shall be the official office of record for all capital asset purchases, improvements, additions, and disposals. The Treasurer's Office will have the sole responsibility of establishing and determining useful life and depreciation.

The County Clerk's Office shall be the official office of record for all non-capital asset purchases, improvements, additions, and disposals.

DEFINITIONS AND CLASSIFICATION GUIDELINES

This section will establish guidelines to be used by purchasing when classifying and valuing purchased items. Asset acquisition must be classified within one of the following categories:

CAPITAL ASSET – A Capital Asset as defined by this Policy is a fully functioning unit, which has an acquisition cost of \$5,000, or greater, and a useful life of at least 2 years. All capital assets shall be recorded in a manner consistent with the provisions of GASB Statement 34, by classification, and further in conformance with requirements set forth in "Governmental Accounting, Auditing and Financial Reporting" (GAAFR) guide issued by the Government Finance Officers Association.

In accordance with Generally Accepted Accounting Principles, all costs associated with bringing a capital asset to working condition will be recorded as a cost of the capital asset. This includes any costs related to design including engineering, architecture, and site preparation, freight, and other labor or consulting fees associated with the preparation of a capital asset for public use.

NON-CAPITAL ASSET - An asset, which has an acquisition cost of less than \$5,000, and a useful life of at least one year.

- Only items costing one thousand dollars (\$1,000.00) or more will be inventoried with the exception of computer equipment and other miscellaneous items so designated.
- All computer equipment purchased through IT will be inventoried regardless of cost.

INTANGIBLE ASSET-LEASE - A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like

transaction. All capital leases shall be recorded in a manner consistent with the provisions of GASB Statement 87.

GASB Statement 87 states that future lease payments should be discounted using the interest rate the lessor charges the lessee, which may be the interest rate implicit in the lease. If the interest rate cannot be readily determined by the lessee or lessor, the estimated incremental borrowing rate should be used.

For statewide financial reporting purposes, state entities within the primary government should first use the explicit rate that is stated in their leasing contract. In the absence of a stated interest rate, entities should attempt to calculate the implicit interest rate (an internal rate of return). If an implicit rate cannot be determined, the incremental borrowing rate should be used to discount future lease payments. Borrowing rate can be requested through Tioga County's primary lending authority.

CONSUMABLES (SUPPLIES OR DISPOSABLES) - Are items which, regardless of cost, are neither Capital Assets nor inventory items; they have a useful life of less than one year. These items will not be recorded as a Capital Asset, nor will they be inventoried and will not receive a Property Record Tag.

INFRASTRUCTURE - Are assets that are defined as Capital Assets that are immovable and of value only to the governmental unit and include such things as sidewalks, roads, and utility lines. Accordingly, and in conformance with GASB Statement 34, Tioga County will include these values for items with an acquisition or appraised value of \$25,000 or greater in the Capital Asset System.

CLASSIFICATION GUIDELINES:

ORDINARY REPAIRS - Repairs made to keep an asset in good working condition, regardless of cost, are ordinary repairs and shall not be recorded in the Capital Asset System. Ordinary repairs for a building include such things as repainting and repairing a roof. Ordinary repairs for equipment and vehicles include replacing small parts or other maintenance items.

EXTRAORDINARY REPAIRS/IMPROVEMENTS - Major repairs made not just to keep an asset in good working condition, but also to extend its useful life beyond that originally estimated, are extraordinary repairs and shall be recorded in the Capital Asset System. A replaced roof would be an example of an extraordinary repair. Improvements involve modifying an existing asset to make it more efficient or productive, usually by replacing part of the asset with an improved or superior part and shall be recorded in the Capital Asset System.

ADDITIONS TO EXISTING CAPITAL ASSETS - Which have an acquisition cost of at least \$5,000, shall be assigned to and increase the value of the Property Record of

the existing item and shall be considered a Capital Asset Addition. The Useful Life of Extraordinary Repairs and Improvements will be determined by the number of years the useful life is extended. Additions to Existing Capital Assets will be capitalized according to the Useful Life guidelines below.

SOFTWARE - Will be subject to the threshold above with the exception of software upgrades and maintenance costs. Upgrades and maintenance will not be recorded in the Capital Asset System. (NOTE: An exception may exist if a significant upgrade is acquired which will be determined at that time.) Software purchases greater than \$5,000 that result in a new license will be recorded in the Capital Asset System and will be assigned a property tag, which must be maintained in a log in the department wherein it resides.

HARDWARE - Components that are stand-alone units and will not be installed internally to an existing computer will be subject to the existing threshold of \$5,000 when determining whether it is a capital asset.

USEFUL LIFE – All Capital Assets except land will be assigned a useful life appropriate to that asset. Land has an unlimited useful life and will not be subject to the provisions of this paragraph. The cost of an asset will be capitalized using the **straight-line half year** method over the useful life of the asset. Useful life is obtained using the Capital Assets Policy and Procedure Manual provided by the New York State Office of General Services.

And be it further

RESOLVED: That the remainder of this policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:

FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 178-23

AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES,
SUBSECTION R. ENTITLED TIOGA COUNTY
SEXUAL HARASSMENT PREVENTION POLICY

WHEREAS: The Tioga County Sexual Harassment Prevention Policy needs to be amended in whole due to numerous updates and changes; and

WHEREAS: The County Attorney has reviewed the Employee Handbook for compliance with State and Federal Law and has identified the need to amend the policy in its entirety and replace it; therefore be it

RESOLVED: That the Tioga County Sexual Harassment Prevention Policy be amended in its entirety and replaces as follows:

r. SEXUAL HARASSMENT PREVENTION POLICY

TIOGA COUNTY SEXUAL HARASSMENT PREVENTION POLICY

Sections:

- I. Policy Statement
- II. Definitions of Prohibited Conduct
- III. Reporting Sexual Harassment
- IV. Complaint and Investigation of Sexual Harassment
- V. Reimbursement
- VI. False Reporting
- VII. Legal Protections and External Remedies

I. POLICY STATEMENT

Tioga County is committed to maintaining a workplace free from sexual harassment. Sexual harassment is a form of workplace discrimination. All employees are required to work in a manner that prevents sexual harassment in the workplace. This Policy is one component of Tioga County's commitment to a discrimination-free work environment. Sexual harassment is against the law¹ and all employees have a legal right to a workplace free from sexual harassment and employees are urged to report sexual harassment by filing a complaint internally with Tioga County. Employees can also file a complaint with a government agency or in court under federal, state or local antidiscrimination laws.

POLICY:

1. Tioga County's policy applies to all employees, applicants for employment, interns, whether paid or unpaid, contractors and persons conducting business, regardless of immigration status, with Tioga County. In the

¹ While this policy specifically addresses sexual harassment, harassment because of and discrimination against persons of all protected classes is prohibited. In New York State, such classes include age, race, creed, color, national origin, sexual orientation, military status, sex, disability, marital status, domestic violence victim status, gender identity or expression, familial status, predisposing genetic characteristics, and criminal history.

remainder of this document, the term “employees” refers to this collective group.

2. Sexual harassment will not be tolerated. Any employee or individual covered by this policy who engages in sexual harassment or retaliation will be subject to remedial and/or disciplinary action (e.g., counseling, suspension, termination).
3. Retaliation Prohibition: No person covered by this Policy shall be subject to adverse action because the employee reports an incident of sexual harassment, provides information, or otherwise assists in any investigation of a sexual harassment complaint. Tioga County will not tolerate such retaliation against anyone who, in good faith, reports or provides information about suspected sexual harassment. Any employee of Tioga County who retaliates against anyone involved in a sexual harassment investigation will be subjected to disciplinary action, up to and including termination. All employees, paid or unpaid interns, or non-employees² working in the workplace who believe they have been subject to such retaliation should inform a supervisor, manager, County Attorney or Personnel Officer. All employees, paid or unpaid interns, or non-employees who believe they have been a target of such retaliation may also seek relief in other available forums, as explained below in the section on Legal Protections.
4. Sexual harassment is offensive, is a violation of our policies, is unlawful, and may subject Tioga County to liability for harm to targets of sexual harassment. Harassers may also be individually subject to liability. Employees of every level who engage in sexual harassment, including managers and supervisors who engage in sexual harassment or who allow such behavior to continue, will be penalized for such misconduct.
5. Tioga County will conduct a prompt and thorough investigation that ensures due process for all parties, whenever management receives a complaint about sexual harassment, or otherwise knows of possible sexual harassment occurring. Tioga County will keep the investigation confidential to the extent possible. Effective corrective action will be taken whenever sexual harassment is found to have occurred. All employees, including managers and supervisors, are required to cooperate with any internal investigation of sexual harassment.

² A non-employee is someone who is (or is employed by) a contractor, subcontractor, vendor, consultant, or anyone providing services in the workplace. Protected non-employees include persons commonly referred to as independent contractors, “gig” workers and temporary workers. Also included are persons providing equipment repair, cleaning services or any other services provided pursuant to a contract with the employer.

6. All employees are encouraged to report any harassment or behaviors that violate this policy. Tioga County will provide all employees a complaint form for employees to report harassment and file complaints.
7. Managers and supervisors are **required** to report any complaint that they receive, or any harassment that they observe or become aware of, to the County Attorney and Personnel Officer.
8. This policy applies to all employees, paid or unpaid interns, and non-employees, such as contractors, subcontractors, vendors, consultants or anyone providing services in the workplace, and all must follow and uphold this policy. This policy must be provided to all employees and should be posted prominently in all work locations to the extent practicable (for example, in a main office, not an offsite work location) and be provided to employees upon hiring.

II. DEFINITIONS OF PROHIBITED CONDUCT

A. What Is sexual harassment?

Sexual harassment is a form of sex discrimination and is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender.

Sexual harassment is unlawful when it subjects an individual to inferior terms, conditions, or privileges of employment. Harassment need not be severe or pervasive to be unlawful and can be any harassing conduct that consists of more than petty slights or trivial inconveniences. Sexual harassment includes unwelcome conduct which is either of a sexual nature, or which is directed at an individual because of that individual's sex when:

- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment, even if the reporting individual is not the intended target of the sexual harassment;
- Such conduct is made either explicitly or implicitly a term or condition of employment; or
- Submission to or rejection of such conduct is used as the basis for employment decisions affecting an individual's employment.

A sexually harassing hostile work environment includes, but is not limited to, words, signs, jokes, pranks, intimidation or physical violence which are of a sexual nature, or which are directed at an individual because of that individual's sex. Sexual harassment also consists of any unwanted verbal or physical advances, sexually explicit derogatory statements or sexually discriminatory remarks made by someone which are offensive or objectionable to the recipient, which cause the recipient discomfort or humiliation, which interfere with the recipient's job performance.

Sexual harassment also occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions or privileges of employment. This is also called "quid pro quo" harassment.

Any employee who feels harassed should report so that any violation of this policy can be corrected promptly. Any harassing conduct, even a single incident, can be addressed under this policy.

B. Examples of sexual harassment

The following describes some of the types of acts that may be unlawful sexual harassment and that are strictly prohibited:

- Physical acts of a sexual nature, such as:
 - Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employee's body;
 - Rape, sexual battery, molestation or attempts to commit these assaults.
- Unwanted sexual advances or propositions, such as:
 - Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion or other job benefits or detriments;
 - Subtle or obvious pressure for unwelcome sexual activities.
- Sexually oriented gestures, noises, remarks or jokes, or comments about a person's sexuality or sexual experience, which create a hostile work environment.
- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.

- Sexual or discriminatory displays or publications anywhere in the workplace, such as:
 - Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace.
- Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity and the status of being transgender, such as:
 - Interfering with, destroying or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
 - Sabotaging an individual's work;
 - Bullying, yelling, name-calling.

C. Who can be a target of sexual harassment?

Sexual harassment can occur between any individuals, regardless of their sex or gender. New York Law protects employees, paid or unpaid interns, and non-employees, including independent contractors, and those employed by companies contracting to provide services in the workplace. Harassers can be a superior, a subordinate, a coworker or anyone in the workplace including an independent contractor, contract worker, vendor, client, customer or visitor.

D. Where can sexual harassment occur?

Unlawful sexual harassment is not limited to the physical workplace itself. It can occur while employees are traveling for business or at employer sponsored events or parties. Calls, texts, emails, and social media usage by employees can constitute unlawful workplace harassment, even if they occur away from the workplace premises, on personal devices or during non-work hours.

E. Retaliation

Unlawful retaliation can be any action that could discourage a worker from coming forward to make or support a sexual harassment claim. Adverse action need not be job-related or occur in the workplace to constitute unlawful retaliation (e.g., threats of physical violence outside of work hours).

Such retaliation is unlawful under federal, state, and (where applicable) local law. The New York State Human Rights Law protects any individual who has engaged in "protected activity." Protected activity occurs when a person has:

- made a complaint of sexual harassment, either internally or with any anti-discrimination agency;
- testified or assisted in a proceeding involving sexual harassment under the Human Rights Law or other anti-discrimination law;
- opposed sexual harassment by making a verbal or informal complaint to management, or by simply informing a supervisor or manager of harassment;
- reported that another employee has been sexually harassed; or
- encouraged a fellow employee to report harassment.

Even if the alleged harassment does not turn out to rise to the level of a violation of law, the individual is protected from retaliation if the person had a good faith belief that the practices were unlawful. However, the retaliation provision is not intended to protect persons making intentionally false charges of harassment.

III. REPORTING SEXUAL HARASSMENT

A. Reporting Procedures

Preventing sexual harassment is everyone's responsibility. Tioga County cannot prevent or remedy sexual harassment unless it knows about it. Any employee paid or unpaid intern or non-employee who has been subjected to behavior that may constitute sexual harassment is encouraged to report such behavior to a supervisor, manager, County Attorney or Personnel Officer. Anyone who witnesses or becomes aware of potential instances of sexual harassment should report such behavior to a supervisor, manager, County Attorney or Personnel Officer.

Reports of sexual harassment may be made verbally or in writing. A form for submission of a written complaint is attached to this Policy, and all employees are encouraged to use this complaint form. Employees who are reporting sexual harassment on behalf of other employees should use the complaint form and note that it is on another employee's behalf.

Employees, paid or unpaid interns or non-employees who believe they have been a target of sexual harassment may also seek assistance in other available forums, as explained below in the section on Legal Protections.

B. Supervisory Responsibilities

All supervisors and managers who receive a complaint or information about suspected sexual harassment, observe what may be sexually harassing behavior or for any reason suspect that sexual harassment is occurring, **are required** to report such suspected sexual harassment to the County Attorney or Personnel Officer.

In addition to being subject to discipline if they engaged in sexually harassing conduct themselves, supervisors and managers will be subject to discipline for failing to report suspected sexual harassment or otherwise knowingly allowing sexual harassment to continue.

Supervisors and managers will also be subject to discipline for engaging in any retaliation.

IV. COMPLAINT AND INVESTIGATION OF SEXUAL HARASSMENT

All complaints or information about sexual harassment will be investigated, whether that information was reported in verbal or written form. Investigations will be conducted in a timely manner and will be confidential to the extent possible.

An investigation of any complaint, information or knowledge of suspected sexual harassment will be prompt and thorough, commenced immediately and completed as soon as possible. The investigation will be kept confidential to the extent possible. All persons involved, including complainants, witnesses and alleged harassers will be accorded due process, as outlined below, to protect their rights to a fair and impartial investigation.

Any employee may be required to cooperate as needed in an investigation of suspected sexual harassment. Tioga County will not tolerate retaliation against employees who file complaints, support another's complaint or participate in an investigation regarding a violation of this policy.

While the process may vary from case to case, investigations should be done in accordance with the following steps:

- Upon receipt of complaint, the County Attorney and/or Personnel Officer will conduct an immediate review of the allegations, and take any interim actions (e.g., instructing the respondent to refrain from communications with the complainant), as appropriate. If complaint is verbal, encourage the individual to complete the "Complaint Form" in writing. If they refuse, prepare a Complaint Form based on the verbal reporting.

- If documents, emails or phone records are relevant to the investigation, take steps to obtain and preserve them.
- Request and review all relevant documents, including all electronic communications.
- Interview all parties involved, including any relevant witnesses;
- Create a written documentation of the investigation (such as a letter, memo or email), which contains the following:
 - A list of all documents reviewed, along with a detailed summary of relevant documents;
 - A list of names of those interviewed, along with a detailed summary of their statements;
 - A timeline of events;
 - A summary of prior relevant incidents, reported or unreported; and
 - The basis for the decision and final resolution of the complaint, together with any corrective action(s).
- Keep the written documentation and associated documents in a secure and confidential location.
- Promptly notify the individual who reported and the individual(s) about whom the complaint was made of the final determination and implement any corrective actions identified in the written document.
- Inform the individual who reported of the right to file a complaint or charge externally as outlined in the next section.

V. REIMBURSEMENT

Any employee who has been subject to a judgement of personal liability for intentional wrongdoing in connection with a claim for sexual harassment shall reimburse Tioga County for any monies it paid to a complainant for what was found to be the employee's proportionate share of said judgement. These reimbursements must be made within ninety (90) days from payment by Tioga County to the Complainant. A failure to reimburse will result in the sum being withheld directly from the employee's compensation or through enforcement of a money judgement.

VI. FALSE REPORTS

Reporting of a false complaint is a serious act. In the event it is found that an individual bringing the complaint has knowingly made false allegations, Tioga

County may take appropriate remedial action and/or disciplinary action in accordance with the provisions of applicable collective bargaining agreement and/or state law.

VII. LEGAL PROTECTIONS AND EXTERNAL REMEDIES

Sexual harassment is not only prohibited by Tioga County but is also prohibited by state, federal, and, where applicable, local law.

Aside from the internal process, Tioga County employees may also choose to pursue legal remedies with the following governmental entities. While a private attorney is not required to file a complaint with a governmental agency, you may seek the legal advice of an attorney.

In addition to those outlined below, employees in certain industries may have additional legal protections.

A. State Human Rights Law (HRL)

The Human Rights Law (HRL), codified as N.Y. Executive Law, art. 15, § 290 et seq., applies to all employers in New York State with regard to sexual harassment, and protects employees, paid or unpaid interns and non-employees, regardless of immigration status. A complaint alleging violation of the Human Rights Law may be filed either with the Division of Human Rights (DHR) or in New York State Supreme Court.

Complaints with DHR may be filed any time **within one year (three years beginning Aug. 12, 2020)** of the harassment. If an individual did not file at DHR, they can sue directly in state court under the HRL, **within three years** of the alleged sexual harassment. An individual may not file with DHR if they have already filed a HRL complaint in state court.

Complaining internally to Tioga County does not extend your time to file with DHR or in court. The one year or three years is counted from date of the most recent incident of harassment.

You do not need an attorney to file a complaint with DHR, and there is no cost to file with DHR.

DHR will investigate your complaint and determine whether there is probable cause to believe that sexual harassment has occurred. Probable cause cases are forwarded to a public hearing before an administrative law judge. If sexual harassment is found after a hearing, DHR has the power to award relief, which varies but may include requiring your employer to take action to stop the

harassment, or redress the damage caused, including paying of monetary damages, attorney's fees and civil fines.

DHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. You may call (718) 741-8400 or visit: www.dhr.ny.gov.

Contact DHR at (888) 392-3644 or visit dhr.ny.gov/complaint for more information about filing a complaint. The website has a complaint form that can be downloaded, filled out, notarized and mailed to DHR. The website also contains contact information for DHR's regional offices across New York State.

B. Civil Rights Act of 1964

The United States Equal Employment Opportunity Commission (EEOC) enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act (codified as 42 U.S.C. § 2000e et seq.). An individual can file a complaint with the EEOC anytime within 300 days from the harassment. There is no cost to file a complaint with the EEOC. The EEOC will investigate the complaint and determine whether there is reasonable cause to believe that discrimination has occurred, at which point the EEOC will issue a Right to Sue letter permitting the individual to file a complaint in federal court.

The EEOC does not hold hearings or award relief but may take other action including pursuing cases in federal court on behalf of complaining parties. Federal courts may award remedies if discrimination is found to have occurred. In general, private employers must have at least 15 employees to come within the jurisdiction of the EEOC.

An employee alleging discrimination at work can file a "Charge of Discrimination." The EEOC has district, area, and field offices where complaints can be filed. Contact the EEOC by calling 1-800-669-4000 (TTY: 1-800-669-6820), visiting their website at www.eeoc.gov or via email at info@eeoc.gov.

If an individual filed an administrative complaint with DHR, DHR will file the complaint with the EEOC to preserve the right to proceed in federal court.

C. Local Protections

Many localities enforce laws protecting individuals from sexual harassment and discrimination. An individual should contact the county, city or town in which they live to find out if such a law exists. For example, employees who work in New York City may file complaints of sexual harassment with the New York City Commission on Human Rights. Contact their main office at Law Enforcement Bureau of the

NYC Commission on Human Rights, 22 Reade Street, 1st Floor, New York, New York; call 311 or (212) 306-7450; or visit www.nyc.gov/html/cchr/html/home/home.shtml.

D. Contact the Local Police Department

If the harassment involves unwanted physical touching, coerced physical confinement or coerced sex acts, the conduct may constitute a crime. Contact the local police department.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Mullen, Roberts, Standinger, Brown, Ciotoli, and Monell.

No – None.

Absent – Legislators Flesher and Weston.

RESOLUTION ADOPTED.

Chair Sauerbrey spoke. “Before I adjourn today’s meeting, I want to congratulate Heather Vroman on her new position as Public Health Director.”

Public Health Director Vroman spoke. “Thank you very much for the opportunity and I very much look forward to serving Tioga County.”

Meeting was adjourned at 12:22 P.M.

*Fifth Regular Meeting
May 9, 2023*

The Fifth Regular Meeting of 2023 was held on May 9, 2023 and was called to order by the Chair at 12:00 P.M. Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, and Standingger were present with Legislator Weston being absent.

Chair Sauerbrey asked Legislator Standingger to have a moment of prayer. "Lord, we thank you that we are blessed to live in the United States of America governed by a constitution. We pray that our leaders get guidance from you, ourselves included."

Legislator Standingger led all Legislators and those in attendance in the Pledge of Allegiance.

There were 7 people in attendance.

Chair Sauerbrey reported we have four Proclamations; **American Stroke Month in Tioga County** that Legislator Standingger will read and present to Public Health Educator, Laura Bennett and **Mental Health Awareness Month & Children's Mental Health Awareness Week, Elder Abuse Prevention Month, and Foster Care Recognition Month** that will be noted in the minutes.

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

WHEREAS: Stroke is a leading cause of serious long-term disability and the fifth leading cause of death in the United States; and

WHEREAS: In Tioga County stroke has a mortality rate of 19.7 per 100,000 population according to data from 2017-2019; and

WHEREAS: High blood pressure, high cholesterol, smoking, obesity, and diabetes are leading causes of stroke and one in three Americans has at least one of these conditions or habits; and

WHEREAS: Warning signs of stroke include sudden numbness or weakness of the face, arm or leg, especially on one side of the body; sudden confusion, trouble speaking or understanding; sudden trouble seeing in one or both eyes; sudden trouble walking, dizziness, loss of balance or coordination; and sudden severe headache with no known cause; and

WHEREAS: Ninety-three percent of Americans recognized that sudden numbness on one side is a symptom of stroke, but only 38% were aware of all major symptoms and knew to call 9-1-1 when someone was having a stroke; and

WHEREAS: Patients who arrive at the emergency room within 3 hours of their first symptoms often have less disability 3 months after a stroke than those who received delayed care; and

WHEREAS: New and effective treatments have been developed to treat and minimize the severity and damaging effect of strokes, but much more research is needed, therefore

THE TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim the month of May 2023 as:

AMERICAN STROKE MONTH IN TIOGA COUNTY

and urges all the citizens of our County to familiarize themselves with the risk factors associated with stroke, recognize the warning signs and symptoms, and on the first signs of a stroke dial 9-1-1 immediately so that we might begin to reduce the devastating effects of stroke on our population.

Legislator Standinger spoke. "I can testify firsthand that it is not common for the person who is having a stroke to know that they are having one. I had no idea I was having one when I had one fourteen years ago. But, fortunately for me, I was able to make a phone call, and someone recognized I was having a problem and took me to the hospital; kicking and screaming of course, but I got there. I stayed there for twelve days until I got well. That's a good thing for me because now I am here instead of somewhere else."

Public Health Educator Bennett spoke. "Hello, everyone. So, what I was going to say kind of piggyback's off from what Legislator Standinger just told us. But, when it comes to stroke and promoting the preventative measures such as diet and exercise; they are important, but I think it is equally important to be able to recognize the first signs of a stroke, especially in our rural county where it can take between 35-55 minutes to reach a trauma center. As Legislator Standinger mentioned, when it comes to a stroke every minute counts. Thank you for doing your part and bringing awareness to this important topic."

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

Mental Health Awareness Month & Children's Mental Health Awareness Week

WHEREAS: The citizens of Tioga County value the overall health and well-being of all the residents of Tioga County they are proud to support the observance of Mental Health Awareness Month and Children's Mental Health Week; and

WHEREAS: Mental Health is essential to everyone's overall health and well-being; and

WHEREAS: Mental illness is the leading illness-related cause of disability, a major cause of death through suicide, a factor in school failure, a contributor of poor overall health, incarceration, and homelessness; and

WHEREAS: Mental illness in adults and serious emotional and mental health disorders in children and youth are real and treatable.

WHEREAS: There is evidence that early intervention, family-centered care for children, and person-centered treatment for adults can result in reduction and management of symptoms such that individuals with mental illness can live full, productive, and meaningful lives in their communities; and

WHEREAS: Children and youth with mental health challenges, along with their families, deserve access to services and supports that are family driven, youth guided and culturally appropriate; and

WHEREAS: There is an expectation of hope, healing, and recovery for the citizens of Tioga County who experience symptoms of mental illness, and

WHEREAS: Tioga County has made a commitment to a community-based system of care that promotes values of acceptance, dignity, and social inclusion for individuals of all ages; therefore

THE TIOGA COUNTY LEGISLATURE does hereby ask all residents of our county to join in declaring May 2023 as *Mental Health Awareness Month* and May 7th – 13th, 2023 as *Children's Mental Health Awareness Week* in Tioga County.

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

WHEREAS: People who are elderly or have disabilities have contributed to the general welfare of Tioga County by helping to preserve customs, convictions, and traditions of many people from diverse backgrounds; and

WHEREAS: These residents are vital and integral members of our society and their wisdom and experience have enriched our lives; and

WHEREAS: The health and well-being of disabled and elderly people in our county should be one of our highest priorities and of concern to all Americans; and

WHEREAS: People who are elderly or have disabilities are among the most important resources of our county, and it is fitting that we recognize the need to protect their health, safety, and rights; and

WHEREAS: Abuse of the elderly and people with disabilities in domestic and institutional settings is a wide-spread problem, affecting hundreds of thousands of people across the country; and

WHEREAS: Elder abuse is underreported because the elderly who are being abused find it very difficult to tell anyone and are usually ashamed and sometimes afraid; and

WHEREAS: Elder abuse happens to men and women of all income levels, all cultural and ethnic groups, whether they are in good health or incapacitated in some way, in poor neighborhoods and in suburbia; and

WHEREAS: Many of the cases investigated by Adult Protective Services in New York involve self-neglect or financial exploitation and it is our duty as citizens to reach out to people in need; now therefore

THE TIOGA COUNTY LEGISLATURE does hereby proclaim the month of May 2023 to be

Elder Abuse Prevention Month

in Tioga County, and urge all citizens to work together to help reduce abuse and neglect of people who are elderly or have disabilities.

COUNTY OF TIOGA EXECUTIVE PROCLAMATION

WHEREAS: The Tioga County foster family serves as a source of safety, love, self-esteem, and support for children in Tioga County; and

WHEREAS: There are 41 children in foster care in Tioga County, 31 of these children are in foster homes, with 14 being in relative foster home placements; and

WHEREAS: We have 16 certified foster homes in Tioga County with 8 of them being approved relative homes; and

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 181-23 *HOME RULE REQUEST IN SUPPORT OF S05804-A/A05775A: EXTENDING THE CURRENT AND IMPOSING ADDITIONAL SALES AND COMPENSATING USE TAXES BY THE COUNTY OF TIOGA*

WHEREAS: The continuation of previously authorized additional sources of revenue is required to enable counties, such as Tioga County to meet the ever-increasing costs of delivering essential governmental services to their citizens without undue reliance on local property taxes; and

WHEREAS: The New York State Senate and Assembly are in agreement that individual counties should request their State delegation to introduce two-year home rule sales tax extenders expiring as of November 30, 2025; and

WHEREAS: State Legislative authority is needed to extend the current sales and compensating use taxes for the County of Tioga at the same level and upon the same terms and conditions as now currently exist; therefore be it

RESOLVED: That the Tioga County Legislature hereby requests enactment of Senate Bill No. S05804-A and Assembly Bill No. A05775A entitled "An Act to Amend the Tax Law in relation to extending the authorization of the County of Tioga to impose an additional one percent of sales and compensating use taxes through November 30, 2025.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 182-23 *OPPOSING SENATE BILL 6282 WHICH WOULD PROHIBIT PROBATION DEPARTMENTS FROM COLLECTING FEES ASSOCIATED WITH PROBATION*

WHEREAS: Senate Bill 6282 has been introduced which relates to probation administrative fees, prohibits certain fees associated with probation, and provides for the termination and discharge of certain sentences; and

WHEREAS: Such Bill proposes to prohibit counties and cities from adopting a local law which requires individuals currently serving on probation to pay certain administrative fees to the local probation departments including but not limited to supervision fees, monitoring fees, testing fees, and screening fees; and

WHEREAS: In 1993, Tioga County, by virtue of its Home Rule authority, adopted Local Law Number 1 of 1993, establishing Probation Department Administrative Fees; and

WHEREAS: Tioga County Local Law Number 1 of 1993 imposes a \$30 per month administrative fee for persons sentenced to probation upon conviction of any crime under Article 31 of the Vehicle and Traffic Law in relation to alcohol and drug related motor vehicle matters; and

WHEREAS: There are significant costs associated with monitoring probationers and over the years, there have been an abundance of State mandated programs and services that local County Probation Departments are required to provide by law; and

WHEREAS: State funding for Probation was drastically reduced between 1990 and 2015 from a 46.5% State share in 1990 to less than 10% in 2023, putting a huge strain on counties and cost to county property taxpayers; and

WHEREAS: County Probation Departments are an integral part of the Criminal Justice System and operate within the legal framework of the Criminal Procedure Law, the Penal Law, and the Family Court Act; and

WHEREAS: It is the mission of Probation to protect the community through intervention in the lives of those under supervision by facilitating compliance with court orders and serving as a catalyst for positive change; and

WHEREAS: Senate Bill 6282, if adopted, would completely eliminate the County's revenue stream to recoup just a fraction of the Department's costs; and

WHEREAS: This continuous erosion of our criminal justice laws puts our communities at risk; therefore be it

RESOLVED: That Tioga County strongly opposes Senate Bill 6282 due to the burden it will place on counties; and be it further

RESOLVED: That the Clerk of the Legislature is hereby directed to forward certified copies of this resolution to New York State Governor Kathy Hochul, Senator Tom O'Mara, Assemblyman Christopher Friend, the Senate Crime Victims, Crime and Correction Committee, the New York State Association of Counties, and all other deemed necessary and proper.

Legislator Standinger spoke. "It seems that over the years the amount of money the State has pushed on this unfunded mandate has declined precipitously and this is another grab because the fees that are charged are used to offset the cost of that Department. Obviously, I am not in favor of anything like this."

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO: 183-23 MORTGAGE TAX DISTRIBUTION

RESOLVED: That the mortgage tax report for the period October 1, 2022 to March 31, 2023 be and it hereby is accepted; and be it further

RESOLVED: That the County Treasurer be authorized and directed to pay to the Supervisors of the several Towns and the Treasurers of the several Villages the amounts apportioned to them as follows:

Barton (Town)	\$ 21,413.84
Berkshire (Town)	4,206.93
Candor (Town)	23,130.93
Candor (Village)	4,735.04
Newark Valley (Town)	10,963.60
Newark Valley (Village)	5,605.32

Nichols (Town)	7,596.40
Nichols (Village)	434.27
Owego (Town)	145,730.65
Owego (Village)	15,296.23
Richford (Town)	7,321.87
Spencer (Town)	12,048.26
Spencer (Village)	2,451.10
Tioga (Town)	78,964.99
Waverly (Village)	<u>18,097.79</u>
	\$357,997.22

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 184-23 CORPORATE COMPLIANCE PROGRAM
IN MENTAL HYGIENE

WHEREAS: The policy of Tioga County Mental Hygiene has always been to conduct its business in compliance with all applicable and constitutional laws and regulations and adherence to the highest ethical standards; and

WHEREAS: The Community Services Board recognizes that the Federal and State Agencies responsible for enforcement of Medicare and Medicaid laws and regulations applicable to healthcare providers have encouraged or required the development and implementation of formal Compliance Programs by healthcare providers; and

WHEREAS: In light of the foregoing, and in light of the importance of limiting the potential Corporate exposure of Tioga County Mental Hygiene and its employees, agents, directors, and officers, the Community Services Board

believes that development of a formal Compliance Program is necessary; therefore be it

RESOLVED: That the Management of Tioga County Mental Hygiene is directed to develop and implement such a Compliance Program and to provide periodic progress reports to the Community Services Board on the development, implementation, and ongoing operation of this program.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 185-23 *AUTHORIZATION TO RENEW THE AGREEMENT WITH TOWNS TO ACCEPT HOUSEHOLD ELECTRONIC WASTE FROM TIOGA COUNTY RESIDENTS*

WHEREAS: In January of 2015, New York State banned consumers from disposing of certain types of electronic waste in landfills, waste-to-energy facilities, in the trash, or at curbside for trash pickup; and

WHEREAS: Due to this ban, Tioga County's only drop off for residents is through the County's Household Hazardous Waste program which is located at the Broome County Landfill; and

WHEREAS: The Department of Solid Waste will pay for the recycling costs for acceptable household electronic waste brought to the Town either during their cleanup event or at an agreed upon permanent drop off location; therefore be it

RESOLVED: That the Tioga County Legislature authorizes and directs the Chair or their designee to enter the said agreement for the year 2023 upon its approval by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 186-23 *AWARD CONTRACT
STRATEGIC OPERATIONS PLAN*

WHEREAS: The Tioga County Legislature has recognized via Resolution No. 167-22 that a new Strategic Plan needs to be developed for the County government; and

WHEREAS: The Tioga County Legislature via Resolution No. 149-23 has accepted the Appalachian Regional Commission grant and created accounts to pay for the new Plan; and

WHEREAS: A Request for Proposal was issued to hire a consultant to prepare the plan and the Strategic Plan Steering Committee has met to review the six submissions received and has recommended that TransPro be selected to prepare said plan at a cost not to exceed \$50,000; and

WHEREAS: There are sufficient funds in the amount of \$50,000 in account A8020 540140 ARC23 Contracted Service-ARC; therefore be it

RESOLVED: That TransPro is hereby selected to prepare Tioga County's 2023 Strategic Plan and the Chair of the County Legislature is authorized to execute a contract between Tioga County and TransPro setting forth the rights and obligations of the parties consistent with the RFP and the proposal submitted by TransPro upon review by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 187-23 *AUTHORIZE CONTRACT EXTENSION WITH
TRIAD GROUP, LLC FOR WORKERS'
COMPENSATION ADMINISTRATION*

WHEREAS: The Tioga County Self-Insurance Plan has been using the services of Triad Group LLC (Triad) as the workers' compensation third-party administrator (TPA) since June 1, 2020 when Triad was selected through a Request for Proposal (RFP) in the first quarter of 2020; and

WHEREAS: The RFP was to select a TPA for a three-year period with the option for a one-year renewal up to two years; and

WHEREAS: Triad has a dedicated in-house team of claims adjusters, nurse case managers, legal representatives, and medical bill auditors that work together to provide effective proactive management on all workers' compensation claims; and

WHEREAS: Triad communicates with all representatives of the Tioga County Self-Insurance Plan to ensure that cases are handled appropriately; and

WHEREAS: Tioga County Self-Insurance Plan has approximately fifty open or reopened claims and continuing with Triad will ensure continuity of claims handling; and

WHEREAS: Triad submitted a one-year contract extension for June 1, 2023 through May 31, 2024 at an annual cost of \$31,000, .05% rate increase over prior year; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to contract with Triad, subject to review by the County Attorney, to

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ITCS COMMITTEE
 PERSONNEL COMMITTEE
 FINANCE COMMITTEE

RESOLUTION NO. 190-23 *AMEND RESOLUTION NO. 34-23
 TRANSFER FUNDS TO FUND AND FILL VACANT
 NETWORK ADMINISTRATOR POSITION WITHIN
 INFORMATION TECHNOLOGY AND
 COMMUNICATION SERVICES DEPARTMENT*

WHEREAS: Resolution No. 34-23 authorized the Chief Information Officer to transfer funds and amend the ITCS 2023 Operational Budget in the amount of \$65,180.00 to fund an unfilled and vacant Network Administrator position within the Information Technology and Communication Services Department; and

WHEREAS: The Chief Information Officer has been unable to complete a successful search for a qualified candidate to fill the position; and

WHEREAS: The Chief Information Officer has identified alternate sources of increasing efficiency and optimizing workflow within the Information Technology and Communication Services Department; and

WHEREAS: Legislative approval is needed to amend the ITCS 2023 Operational Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the ITCS 2023 Operational Budget:

From: A1680 510010	Full Time	\$65,180.00
To: A1680 540140	Contracting Services	\$48,880.00
A1680 540320	Leased / Service Equipment	\$2,000.00
A1680 540420	Office Supplies	\$500.00
A1680 540660	Telephone	\$10,000.00
A1680 540733	Training / All Other	\$3,800.00

And be it further

RESOLVED: That the vacant Network Administrator position within the Information Technology and Communication Services Department shall be unfunded, effective May 9,2023.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 191-23 *TRANSFER FUNDS AND AUTHORIZE AGREEMENT WITH VERTIV, INC TO REPLACE AC/DC CAPACITORS AND FAN ON UNINTERRUPTABLE POWER SUPPLY UNIT AT 56 MAIN STREET*

WHEREAS: The fans and AC/DC capacitors on the Uninterruptable Power Supply (UPS) located in the Data Center at 56 Main Street have a start-up date of November 1999, making them 23 years old; and

WHEREAS: The service life of those capacitors and fans is seven to ten years old; and

WHEREAS: VERTIV, Inc. has provided a quote of \$4,488.00 for hardware and installation services; and

WHEREAS: This was an unplanned expense and was not included in the ITCS Capital Budget for 2023; and

WHEREAS: Legislative approval is needed to amend the ITCS 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the ITCS 2023 Capital Budget:

From: H387805	ITCS Capital HW Reserve	\$4,488.00
To: H1680 521090	Computer	\$4,488.00

And be it further

RESOLVED: That the Chair of the Legislature is authorized to execute an agreement between Tioga County and VERTIV, Inc. upon review by the County Attorney; and be it further

RESOLVED: That \$4,488.00 for the above contract shall be paid by the Chief Information Officer from the budget line H1680 521090 following the completion of the budget transfer from H387805 ITCS Capital HW Reserve to H1680 521090 ITCS Computer account.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 192-23 *ACCEPT INDIGENT LEGAL SERVICES AWARD AND AMEND 2023 BUDGET*

WHEREAS: The Assigned Counsel Administrator's Office has been awarded an Indigent Legal Services Grant (C130049) in the amount of \$61,902.00; and

WHEREAS: The Tioga County ILS was awarded \$61,902.00 from 01/01/23 through 12/31/25; and this funding now needs to be appropriated; therefore be it

RESOLVED: That the ILS Grant of \$61,902.00 be appropriated and the 2023 Budget be amended as follows:

Revenue Account: A1173 430260 State Aid Indigent	\$ 61,902.00
Expense Account: A 1173 510010 Full Time Salary	\$ 44,778.79
A 1173 510020 Part Time Salary	\$ 13,215.69
A 1173 540040 Books/Westlaw	\$ 1,575.92
A 1173 540620 Software	\$ 2,331.60

And be it further

RESOLVED: That available funds on year end of the original \$61,902.00 will be carried forward into future years until used.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 193-23 AUTHORIZATION TO APPLY FOR GRANT
PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) has identified a grant opportunity to provide funding toward the Child Passenger Safety Program (CPS); and

WHEREAS: County Policy requires Legislative approval for grant applications; and

WHEREAS: TCPH seeks approval from Tioga County Legislature to apply for the Community Foundation Grant for the purpose of purchasing car seats to distribute to eligible residents through the CPS; and

WHEREAS: The amount of the grant funding is not yet determined, yet has a maximum award amount of \$5,000; and

WHEREAS: There will be no additional County cost for the grant (i.e. cash match) if awarded; and

WHEREAS: If awarded the grant, TCPH will submit a resolution to appropriate the funds at that time; and

WHEREAS: The Tioga County Legislature supports TCPH in pursuing funding to provide this program to Tioga County residents; therefore be it

RESOLVED: That Tioga County Public Health is authorized to submit a grant application to the Community Foundation for a maximum award amount of \$5,000.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 194-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED
TO THE CAMPVILLE FIRE DEPARTMENT*

WHEREAS: A resolution is required by County policy to disclose matching cash and or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Campville Fire Department (CFD) was desirous of obtaining grant funds by way of the Community Foundation for the purpose of buying supplies to support its Community Education Program; and

WHEREAS: Tioga County Economic Development Community Development Specialist (CDS) provided technical assistance for said grant application for a period of one-half hour; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Campville Fire Department.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 195-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED
TO THE JOSHUA HOUSE BY WAY OF
TIOGA COUNTY YOUTH BUREAU*

WHEREAS: A resolution is required by County policy to disclose matching cash and or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Joshua House was desirous of obtaining grant funds by way of the Tioga County Youth Bureau for the purpose of continued support of the Joshua House Nutrition Program; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for the period of two and one-half hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Joshua House.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 196-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED
TO THE JOSHUA HOUSE BY WAY OF
TIOGA COUNTY UNITED WAY*

WHEREAS: A resolution is required by County policy to disclose matching cash and or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Joshua House was desirous of obtaining grant funds by way of the Tioga County United Way for the purpose of continued support of the Joshua House Nutrition Program; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of six hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Joshua House.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 197-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED
TO THE CANDOR EMERGENCY SQUAD*

WHEREAS: A resolution is required by County policy to disclose matching cash and or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Candor Emergency Squad (CES) was desirous of obtaining grant funds by way of the United Way for the purpose of replacing obsolete computers; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of one-half hour; and

WHEREAS: There is no further obligation by the County; therefore be it
RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Candor Emergency Squad.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 198-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO
INSPIRE-SVE*

WHEREAS: A resolution is required by County policy to disclose matching cash and or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: INSPIRE-SVE was desirous of obtaining grant funds by way of the Floyd Hooker Foundation for the purpose of rehabilitating the perimeter trail around Nichols Park Pond; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of four and one-half hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to INSPIRE-SVE.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 199-23 APPROVE FUNDING
2023 YOUTH BUREAU PROGRAM FUNDING

WHEREAS: The Tioga County Legislature approves Youth Bureau program funding which is 100% reimbursable from the New York State Office of Children and Family Services; and

WHEREAS: The Tioga County Youth Board has reviewed 2023 applications for funding which are consistent with guidelines previously presented to the Legislative Committee; therefore be it

RESOLVED: That the following programs recommended by the Tioga County Youth Board for program year January 1, 2023 – September 30, 2023 be approved by the Tioga County Legislature in the amounts indicated:

Northern Tioga Joint Summer Rec Program	\$4,000
Cornell Cooperative Extension Family Resource Center	\$4,000
Spencer Van-Etten Schools PAVE	\$1,000
Village of Waverly Summer Rec	\$1,500
Kali's Klub House 7 Keys to Success	\$3,490
Town of Owego Waterman Rec Camp	\$4,000
Catholic Charities	\$4,000
Lions Camp Badger	\$4,000
A Better Life Joshua's House	\$3,460
Tioga County Council on the Arts	\$2,400
Tioga County Boys & Girls Club	\$3,000

Tioga County Youth Bureau dues (required)	\$ 100
Total Regular Allocation	\$34,950
Tioga County Boys & Girls Club – Youth Sports & Education Funds	\$15,220
GRAND TOTAL	\$50,170

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 200-23 *ESTABLISH NEW BUDGET LINE,
MODIFY REAL PROPERTY 2023 BUDGET AND
TRANSFER FUNDS FOR THE PURCHASE OF
A LAPTOP COMPUTER, DOCKING STATION, AND
COMPUTER MONITOR*

WHEREAS: The County Director of Real Property Tax Services has found a need for a laptop computer, docking station, and computer monitor; and

WHEREAS: Real Property's budget does not have an established computer expense line for the purchase of this equipment; and

WHEREAS: Amending Real Property's budget with the addition of a computer expense line, A1355 520090 and transfer of funds requires Legislative approval; therefore be it

RESOLVED: That the Real Property budget be modified with the newly established budget line A1355 520090 Computers and the following funds transferred to authorize the Director of Real Property Tax Services to purchase the laptop computer, docking station, and computer monitor.

From: A1355 540650 Taxes \$1,059.99
 To: A1355 520090 Computers \$1,059.99

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 201-23 *ESTABLISH NEW BUDGET LINE,
 MODIFY 2023 BUDGET AND TRANSFER FUNDS
 LAW DEPARTMENT*

WHEREAS: The Legal department has identified a need for a budget line to be established for the payment of an attorney and judge for after-hours arraignments of adolescent offenders; and

WHEREAS: There is no line item for this expenditure and Legislative approval is required for budget amendments; therefore be it

RESOLVED: That Legal's 2023 budget be modified with the newly established LEGAL FEES-ADOLESCENCE OFFENDER budget line A1420 540331; and be it further

RESOLVED: That the following funds be transferred:

FROM:	A1420	510050	ALL OTHER	\$2000.00
TO:	A1420	540331	LEGAL FEES- ADOLESCENCE OFFENDER	\$2000.00

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE
LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 202-23 TRANSFER FUNDS 2023 BUDGET
SOLID WASTE

WHEREAS: Tioga County Solid Waste's Sustainability Manager has funds from a Clean Energy Communities grant; and

WHEREAS: These funds are for energy efficiency and clean energy equipment; and

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

RESOLVED: That the Tioga County Legislature authorizes the transfer of \$568.99 and appropriate funds as follows:

From:	A8160 540420 Supplies (Not Office)	\$568.99
To:	A8160 520280 Tools Large/Power	\$568.99

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 203-23 TRANSFER FUNDS/
FUND SELF-INSURANCE PLAN RESERVE

WHEREAS: Tioga County Local Law No. 2 of 2015 established a Contributed Reserve cap of \$6,000,000 for the Tioga County Self Insurance Plan; and

WHEREAS: Tioga County Local Law No. 2 of 2015 allows for the transfer of surplus funds from the fund balance to the reserve; and

WHEREAS: The 2022 Tioga County Self Insurance operating budget had surplus funds of \$40,091.06 in the fund balance; and

WHEREAS: The December 31, 2022 Tioga County Self Insurance Plan Fund Balance is \$1,066,508.67; and

WHEREAS: The December 31, 2022 Tioga County Self Insurance Contributed Reserve Fund is \$4,351,258.20; therefore be it

RESOLVED: That the Tioga County Treasurer is authorized to transfer funds as follows:

From:	Self-Insurance Fund Balance S 390900	\$40,091.06
To:	Self-Insurance Contributed Reserve Fund S 375300	\$40,091.06

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 204-23 AMEND 2023 BUDGET
TIOGA CAREER CENTER

WHEREAS: Information Technology and Communication Systems (ITCS) has determined that replacement of the Employment Center laptops is necessary to facilitate our training classes; and

WHEREAS: Tioga County Employment Center has been working with ITCS to purchase five (5) laptop computers; and

WHEREAS: Transfer of funds between Education Reimbursement (54) and Computers (52) requires Legislative approval; therefore be it

RESOLVED: That funding be transferred as follows:

From:	CD6293.540190	Education Reimbursement	\$1,360.00
To:	CD6293.520090	Computers	\$1,360.00

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 205-23 AMEND RESOLUTION NO. 171-23
RECLASSIFY RECORDS MANAGEMENT CLERK
POSITION IN MENTAL HYGIENE

WHEREAS: Resolution No. 171-23 reclassified the Records Management Clerk position (CSEA salary grade VI) filled by Amy Joyce to full-time Records Management Technician (CSEA salary grade VII); and

WHEREAS: Resolution No. 171-23 indicates that Ms. Joyce's salary will be retroactive to November 14th, 2022, through December 30th, 2022 at an annual salary of the 2022 CSEA SG VII \$37,904.00 then be retroactive beginning January 2, 2023 at the 2023 CSEA SG VII annual salary of \$39,041.00. The changes will be reflected in 2023 payroll #9; and

WHEREAS: Ms. Joyce received a \$500 increment for five years of service on December 18, 2022; therefore be it

RESOLVED: Ms. Joyce's salary will be retroactive November 14, 2022, through December 17, 2022 at an annual salary of \$38,278 then retroactive December 18, 2022 through December 31, 2022 at an annual salary of \$38,778 and will be reflected in payroll #11; and be it further

RESOLVED: Ms. Joyce's salary will be \$39,941 retroactive to January 1, 2023, and will be reflected in payroll #11.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 206-23 *AUTHORIZE POSITION RECLASSIFICATION*
PUBLIC WORKS

WHEREAS: Legislative approval is required for position reclassification; and

WHEREAS: On April 25, 2023, the Personnel Department received a position description questionnaire from James Vandemark, Maintenance Mechanic II (CSEA grade 4) who works within the Building and Grounds unit of the Public Works Department; and

WHEREAS: This resulted in the review of work tasks performed by Mr. Vandemark in comparison to the Maintenance Mechanic classification levels; and

WHEREAS: Due to the type of work assigned to and performed by Mr. Vandemark which routinely involves three skill trades, the Personnel Officer has determined justification exists to classify Mr. Vandemark to a Maintenance Mechanic III (CSEA grade 3); therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification of one Maintenance Mechanic II position currently filled by James Vandemark to Maintenance Mechanic III and that Mr. Vandemark shall receive an increase of \$0.76 to his current hourly rate; and be it further

RESOLVED: That James Vandemark's new hourly rate will be \$20.71 retroactive to April 25, 2023.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 207-23 *AUTHORIZE POSITION RECLASSIFICATION
PUBLIC WORKS*

WHEREAS: Legislative approval is required for position reclassification; and

WHEREAS: On April 25, 2023, the Personnel Department received a position description questionnaire from Keith French, Maintenance Mechanic II (CSEA

grade 4) who works within the Building and Grounds unit of the Public Works Department; and

WHEREAS: This resulted in the review of work tasks performed by Mr. French in comparison to the Maintenance Mechanic classification levels; and

WHEREAS: Due to the type of work assigned to and performed by Mr. French which routinely involves three skill trades, the Personnel Officer has determined justification exists to classify Mr. French to a Maintenance Mechanic III (CSEA grade 3); therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification of one Maintenance Mechanic II position currently filled by Keith French to Maintenance Mechanic III and that Mr. French shall receive an increase of \$0.76 to his current hourly rate; and be it further

RESOLVED: That Keith French's new hourly rate will be \$20.92 retroactive to April 25, 2023.

Legislator Standinger spoke. "Regarding the people at Public Works that build the items such as what we are sitting at, they do a fantastic job and I think it is about time they got recognized financially for that."

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 208-23 *AUTHORIZE APPOINTMENT OF
CIVIL SERVICE TECHNICIAN TRAINEE &
SR. CIVIL SERVICE TECHNICIAN
(PERSONNEL DEPARTMENT)*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: Due to numerous retirements within the department the Personnel Officer has reviewed work assignments, staffing structure, and future succession training needs within the department for the administration of Civil Service; and

WHEREAS: In order to address said issues, the Personnel Officer has determined that creating a Civil Service Technician Trainee, and a Senior Civil Service Technician will help in those efforts; therefore be it

RESOLVED: That Karen Weston is appointed to the title of Civil Service Technician Trainee, at an annual, Management/Confidential salary of \$38,000.00 retroactive to May 8, 2023; and be it further

RESOLVED: That Kelly Quick is provisionally appointed to the title of Senior Civil Service Technician, pending successful completion of civil service examination requirements, at an annual, Management/Confidential salary of \$49,393 retroactive to May 8, 2023.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 209-23 *AUTHORIZE APPOINTMENT OF
CIVIL SERVICE ASSISTANT
(PERSONNEL DEPARTMENT)*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: Due to promotion, the position of Civil Service Assistant will become vacant as of May 8, 2023 within the Personnel Department; and

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

RESOLVED: That Christie Farnham is appointed to the title of Civil Service Assistant, at an annual, Management/Confidential salary of \$33,855.00 effective May 10, 2023.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 210-23 *AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES, SUBSECTION R.
ENTITLED TIOGA COUNTY SEXUAL HARASSMENT
PREVENTION POLICY*

WHEREAS: On April 11, 2023, the New York State Department of Labor (DOL), in consultation with the New York State Division of Human Rights, released a revised sexual harassment policy; and

WHEREAS: The Tioga County Sexual Harassment Prevention Policy needs to be amended in whole due to numerous updates and changes; and

WHEREAS: The County Attorney has reviewed the Employee Handbook for compliance with State and Federal Law and has identified the need to amend the policy in its entirety and replace it; therefore be it

RESOLVED: That the Tioga County Sexual Harassment Prevention Policy be amended in its entirety and replaced as follows:

r. SEXUAL HARASSMENT PREVENTION POLICY

TIOGA COUNTY SEXUAL HARASSMENT PREVENTION POLICY

Sections:

- I. Purpose and Goals
- II. Sexual Harassment and Discrimination Prevention Policy
- III. What is Sexual Harassment
- IV. Retaliation
- V. Reporting Sexual Harassment
- VI. Supervisory Responsibilities
- VII. Bystander Intervention
- VIII. Complaints and Investigation of Sexual Harassment
- IX. Legal Protections and External Remedies
- X. Conclusion

I. Purpose and Goals

Tioga County is committed to maintaining a workplace free from harassment and discrimination. Sexual harassment is a form of workplace discrimination that subjects an employee to inferior conditions of employment due to their gender, gender identity, gender expression (perceived or actual), and/or sexual orientation. Sexual harassment is often viewed simply as a form of gender-based discrimination, but Tioga County recognizes that discrimination can be related to or affected by other identities beyond gender. Under the New York State Human Rights Law, it is illegal to discriminate based on sex, sexual orientation, gender identity or expression, age, race, creed, color, national origin, military status, disability, pre-disposing genetic characteristics, familial status, marital status, criminal history, or status as a victim of domestic violence. Our different identities impact our understanding of the world and how others perceive us. For example, an individual's race, ability, or immigration status may impact their experience with gender discrimination in the workplace. While this policy is focused on sexual harassment and gender discrimination, the methods for reporting and investigating discrimination based on other protected identities are the same. The purpose of this policy is to teach employees to recognize discrimination, including discrimination due to an individual's intersecting identities, and provide the tools to act when it occurs. All employees, managers, and supervisors are required to work in a manner designed to prevent sexual harassment and discrimination in the workplace. This policy is one component of Tioga County's commitment to a discrimination-free work environment.

Goals of this Policy:

Sexual harassment and discrimination are against the law. After reading this policy, employees will understand their right to a workplace free from harassment.

Employees will:

- learn what harassment and discrimination look like
- what actions they can take to prevent and report harassment
- how they are protected from retaliation after taking action

The policy will also explain the investigation process into any claims of harassment. Employees are encouraged to report sexual harassment or discrimination by filing a complaint internally with Tioga County. Employees can also file a complaint with a government agency or in court under federal, state, or local antidiscrimination laws. To file an employment complaint with the New York State Division of Human Rights, please visit <https://dhr.ny.gov/complaint>. To file a complaint with the United States Equal Employment Opportunity Commission, please visit <https://www.eeoc.gov/filing-charge-discrimination>.

II. Sexual Harassment and Discrimination Prevention Policy:

1. Tioga County's policy applies to all employees, applicants for employment, and interns, whether paid or unpaid. The policy also applies to additional covered individuals. It applies to anyone who is (or is employed by) a contractor, subcontractor, vendor, consultant, or anyone providing services in our workplace. These individuals include persons commonly referred to as independent contractors, gig workers, and temporary workers. Also included are persons providing equipment repair, cleaning services, or any other services through a contract with Tioga County. For the remainder of this policy, we will use the term "covered individual" to refer to these individuals who are not direct employees of the company.
2. Sexual harassment is unacceptable. Any employee or covered individual who engages in sexual harassment, discrimination, or retaliation will be subject to action, including appropriate discipline for employees. In New York, harassment does not need to be severe or pervasive to be illegal. Employees and covered individuals should not feel discouraged from reporting harassment because they do not believe it is bad enough, or conversely because they do not want to see a colleague fired over less severe behavior. Just as harassment can happen in different degrees, potential discipline for engaging in sexual harassment will depend on the degree of harassment and might include education and counseling. It may lead to suspension or termination when appropriate.
3. Retaliation is prohibited. Any employee or covered individual that reports an incident of sexual harassment or discrimination, provides information,

or otherwise assists in any investigation of a sexual harassment or discrimination complaint is protected from retaliation. No one should fear reporting sexual harassment if they believe it has occurred. So long as a person reasonably believes that they have witnessed or experienced such behavior, they are protected from retaliation. Any employee of Tioga County who retaliates against anyone involved in a sexual harassment or discrimination investigation will face disciplinary action, up to and including termination. All employees and covered individuals working in the workplace who believe they have been subject to such retaliation should inform a supervisor, manager, the County Attorney, or Personnel Officer. All employees and covered individuals who believe they have been a target of such retaliation may also seek relief from government agencies, as explained below in the section on [Legal Protections](#).

4. Discrimination of any kind, including sexual harassment, is a violation of our policies, is unlawful, and may subject Tioga County to liability for the harm experienced by targets of discrimination. Harassers may also be individually subject to liability and employers or supervisors who fail to report or act on harassment may be liable for aiding and abetting such behavior. Employees at every level who engage in harassment or discrimination, including managers and supervisors who engage in harassment or discrimination or who allow such behavior to continue, will be penalized for such misconduct.
5. Tioga County will conduct a prompt and thorough investigation that is fair to all parties. An investigation will happen whenever management receives a complaint about discrimination or sexual harassment, or when it otherwise knows of possible discrimination or sexual harassment occurring. Tioga County will keep the investigation confidential to the extent possible. If an investigation ends with the finding that discrimination or sexual harassment occurred, Tioga County will act as required. In addition to any required discipline, Tioga County will also take steps to ensure a safe work environment for the employee(s) who experienced discrimination or harassment. All employees, including managers and supervisors, are required to cooperate with any internal investigation of discrimination or sexual harassment.
6. All employees and covered individuals are encouraged to report any harassment or behaviors that violate this policy. All employees will have access to a complaint form to report harassment and file complaints. Use of this form is not required. For anyone who would rather make a complaint verbally, or by email, these complaints will be treated with equal priority. An employee or covered individual who prefers not to report harassment to their manager or employer may instead report

harassment to the New York State Division of Human Rights and/or the United States Equal Employment Opportunity Commission. Complaints may be made to both the employer and a government agency.

Managers and supervisors are **required** to report any complaint that they receive, or any harassment that they observe or become aware of, to the County Attorney and/or the Personnel Officer.

7. This policy applies to all employees and covered individuals, such as contractors, subcontractors, vendors, consultants, or anyone providing services in the workplace, and all must follow and uphold this policy. This policy must be provided to all employees in person or digitally through email upon hiring and will be posted prominently in all work locations. For those offices operating remotely, in addition to sending the policy by email, it will also be available on the organization's shared network.

III. What Is Sexual Harassment?

Sexual harassment is a form of gender-based discrimination that is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity, and the status of being transgender. Sexual harassment is not limited to sexual contact, touching, or expressions of a sexually suggestive nature. Sexual harassment includes all forms of gender discrimination including gender role stereotyping and treating employees differently because of their gender.

Understanding gender diversity is essential to recognizing sexual harassment because discrimination based on sex stereotypes, gender expression and perceived identity are all forms of sexual harassment. The gender spectrum is nuanced, but the three most common ways people identify are cisgender, transgender, and non-binary. A cisgender person is someone whose gender aligns with the sex they were assigned at birth. Generally, this gender will align with the binary of male or female. A transgender person is someone whose gender is different than the sex they were assigned at birth. A non-binary person does not identify exclusively as a man or a woman. They might identify as both, somewhere in between, or completely outside the gender binary. Some may identify as transgender, but not all do. Respecting an individual's gender identity is a necessary first step in establishing a safe workplace.

Sexual harassment is unlawful when it subjects an individual to inferior terms, conditions, or privileges of employment. Harassment does not need to be severe or pervasive to be illegal. It can be any harassing behavior that rises above

petty slights or trivial inconveniences. Every instance of harassment is unique to those experiencing it, and there is no single boundary between petty slights and harassing behavior. However, the Human Rights Law specifies that whether harassing conduct is considered petty or trivial is to be viewed from the standpoint of a reasonable victim of discrimination with the same protected characteristics. Generally, any behavior in which an employee or covered individual is treated worse because of their gender (perceived or actual), sexual orientation, or gender expression is considered a violation of Tioga County's policy. The intent of the behavior, for example, making a joke, does not neutralize a harassment claim. Not intending to harass is not a defense. The impact of the behavior on a person is what counts. Sexual harassment includes any unwelcome conduct which is either directed at an individual because of that individual's gender identity or expression (perceived or actual), or is of a sexual nature when:

- The purpose or effect of this behavior unreasonably interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment. The impacted person does not need to be the intended target of the sexual harassment;
- Employment depends implicitly or explicitly on accepting such unwelcome behavior; or
- Decisions regarding an individual's employment are based on an individual's acceptance to or rejection of such behavior. Such decisions can include what shifts and how many hours an employee might work, project assignments, as well as salary and promotion decisions.

There are two main types of sexual harassment:

- Behaviors that contribute to a **hostile work environment** include, but are not limited to, words, signs, jokes, pranks, intimidation, or physical violence which are of a sexual nature, or which are directed at an individual because of that individual's sex, gender identity, or gender expression. Sexual harassment also consists of any unwanted verbal or physical advances, sexually explicit derogatory, or discriminatory statements which an employee finds offensive or objectionable, causes an employee discomfort or humiliation, or interferes with the employee's job performance.
- Sexual harassment also occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued

employment or any other terms, conditions, or privileges of employment. This is also called **quid pro quo** harassment.

Any employee or covered individual who feels harassed is encouraged to report the behavior so that any violation of this policy can be corrected promptly. Any harassing conduct, even a single incident, can be discrimination and is covered by this policy.

Examples of Sexual Harassment

The following describes some of the types of acts that may be unlawful sexual harassment and that are strictly prohibited. **This list is just a sample of behaviors and should not be considered exhaustive.** Any employee who believes they have experienced sexual harassment, even if it does not appear on this list, should feel encouraged to report it:

- Physical acts of a sexual nature, such as:
 - Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body, or poking another employee's body; or
 - Rape, sexual battery, molestation, or attempts to commit these assaults, which may be considered criminal conduct outside the scope of this policy (please contact local law enforcement if you wish to pursue criminal charges).
- Unwanted sexual comments, advances, or propositions, such as:
 - Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion, or other job benefits;
 - This can include sexual advances/pressure placed on a service industry employee by customers or clients, especially those industries where hospitality and tips are essential to the customer/employee relationship;
 - Subtle or obvious pressure for unwelcome sexual activities; or
 - Repeated requests for dates or romantic gestures, including gift-giving.
- Sexually oriented gestures, noises, remarks or jokes, or questions and comments about a person's sexuality, sexual experience, or romantic history which create a hostile work environment. This is not limited to interactions in person. Remarks made over virtual platforms and in messaging apps when employees are working remotely can create a similarly hostile work environment.

- Sex stereotyping, which occurs when someone's conduct or personality traits are judged based on other people's ideas or perceptions about how individuals of a particular sex should act or look:
 - Remarks regarding an employee's gender expression, such as wearing a garment typically associated with a different gender identity; or
 - Asking employees to take on traditionally gendered roles, such as asking a woman to serve meeting refreshments when it is not part of, or appropriate to, her job duties.
- Sexual or discriminatory displays or publications anywhere in the workplace, such as:
 - Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials, or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace;
 - This also extends to the virtual or remote workspace and can include having such materials visible in the background of one's home during a virtual meeting.
- Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity, or gender expression, such as:
 - Interfering with, destroying, or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
 - Sabotaging an individual's work;
 - Bullying, yelling, or name-calling;
 - Intentional misuse of an individual's preferred pronouns; or
 - Creating different expectations for individuals based on their perceived identities:
 - Dress codes that place more emphasis on women's attire;
 - Leaving parents/caregivers out of meetings.

Who Can be a Target of Sexual Harassment?

Sexual harassment can occur between any individuals, regardless of their sex or gender. Harassment does not have to be between members of the opposite sex or gender. New York Law protects employees and all covered individuals described earlier in the policy. **Harassers can be anyone in the workplace.** A supervisor, a supervisee, or a coworker can all be harassers. Anyone else in the workplace can also be harassers including an independent contractor, contract worker, vendor, client, customer, patient, constituent, or visitor.

Sexual harassment does not happen in a vacuum and discrimination experienced by an employee can be impacted by biases and identities beyond an individual's gender. For example:

- Placing different demands or expectations on black women employees than white women employees can be both racial and gender discrimination;
- An individual's immigration status may lead to perceptions of vulnerability and increased concerns around illegal retaliation for reporting sexual harassment; or
- Past experiences as a survivor of domestic or sexual violence may lead an individual to feel re-traumatized by someone's behaviors in the workplace.

Individuals bring personal history with them to the workplace that might impact how they interact with certain behavior. It is especially important for all employees to be aware of how words or actions might impact someone with a different experience than their own in the interest of creating a safe and equitable workplace.

Where Can Sexual Harassment Occur?

Unlawful sexual harassment is not limited to the physical workplace itself. It can occur while employees are traveling for business or at employer or industry sponsored events or parties. Calls, texts, emails, and social media usage by employees or covered individuals can constitute unlawful workplace harassment, even if they occur away from the workplace premises, on personal devices, or during non-work hours.

Sexual harassment can occur when employees are working remotely from home as well. Any behaviors outlined above that leave an employee feeling uncomfortable, humiliated, or unable to meet their job requirements constitute harassment even if the employee or covered individual is at home when the harassment occurs. Harassment can happen on virtual meeting platforms, in messaging apps, and after working hours between personal cell phones.

IV. Retaliation

Retaliation is unlawful and is any action by an employer or supervisor that punishes an individual upon learning of a harassment claim, that seeks to discourage a worker or covered individual from making a formal complaint or supporting a sexual harassment or discrimination claim, or that punishes those who have come forward. These actions need not be job-related or occur in the

workplace to constitute unlawful retaliation. For example, threats of physical violence outside of work hours or disparaging someone on social media would be covered as retaliation under this policy.

Examples of retaliation may include, but are not limited to:

- Demotion, termination, denying accommodations, reduced hours, or the assignment of less desirable shifts;
- Publicly releasing personnel files;
- Refusing to provide a reference or providing an unwarranted negative reference;
- Labeling an employee as “difficult” and excluding them from projects to avoid “drama”;
- Undermining an individual’s immigration status; or
- Reducing work responsibilities, passing over for a promotion, or moving an individual’s desk to a less desirable office location.

Such retaliation is unlawful under federal, state, and (where applicable) local law. The New York State Human Rights Law protects any individual who has engaged in “protected activity.” Protected activity occurs when a person has:

- Made a complaint of sexual harassment or discrimination, either internally or with any government agency;
- Testified or assisted in a proceeding involving sexual harassment or discrimination under the Human Rights Law or any other anti-discrimination law;
- Opposed sexual harassment or discrimination by making a verbal or informal complaint to management, or by simply informing a supervisor or manager of suspected harassment;
- Reported that another employee has been sexually harassed or discriminated against; or
- Encouraged a fellow employee to report harassment.

Even if the alleged harassment does not turn out to rise to the level of a violation of law, the individual is protected from retaliation if the person had a good faith belief that the practices were unlawful. However, the retaliation provision is not intended to protect persons making intentionally false charges of harassment.

V. Reporting Sexual Harassment

Everyone must work toward preventing sexual harassment, but leadership matters. Supervisors and managers have a special responsibility to make sure employees feel safe at work and that workplaces are free from harassment and discrimination. Any employee or covered individual is encouraged to report

harassing or discriminatory behavior to a supervisor, manager, County Attorney or Personnel Officer. Anyone who witnesses or becomes aware of potential instances of sexual harassment should report such behavior to a supervisor, manager, County Attorney or Personnel Officer.

Reports of sexual harassment may be made verbally or in writing. A written complaint form is attached to this policy if an employee would like to use it, but the complaint form is not required. Employees who are reporting sexual harassment on behalf of other employees may use the complaint form and should note that it is on another employee's behalf. A verbal or otherwise written complaint (such as an email) on behalf of oneself or another employee is also acceptable.

Employees and covered individuals who believe they have been a target of sexual harassment may at any time seek assistance in additional available forums, as explained below in the section on [Legal Protections](#).

VI. Supervisory Responsibilities

Supervisors and managers have a responsibility to prevent sexual harassment and discrimination. All supervisors and managers who receive a complaint or information about suspected sexual harassment, observe what may be sexually harassing or discriminatory behavior, or for any reason suspect that sexual harassment or discrimination is occurring, are required to report such suspected sexual harassment to the County Attorney or Personnel Officer. Managers and supervisors should not be passive and wait for an employee to make a claim of harassment. If they observe such behavior, they must act.

Supervisors and managers can be disciplined if they engage in sexually harassing or discriminatory behavior themselves. Supervisors and managers can also be disciplined for failing to report suspected sexual harassment or allowing sexual harassment to continue after they know about it.

Supervisors and managers will also be subject to discipline for engaging in any retaliation.

While supervisors and managers have a responsibility to report harassment and discrimination, supervisors and managers must be mindful of the impact that harassment and a subsequent investigation has on victims. Being identified as a possible victim of harassment and questioned about harassment and discrimination can be intimidating, uncomfortable and re-traumatizing for individuals. Supervisors and managers must accommodate the needs of individuals who have experienced harassment to ensure the workplace is safe, supportive, and free from retaliation for them during and after any investigation.

VII. Bystander Intervention

Any employee witnessing harassment as a bystander is encouraged to report it. A supervisor or manager that is a bystander to harassment is **required** to report it. There are five standard methods of bystander intervention that can be used when anyone witnesses harassment or discrimination and wants to help.

1. A bystander can interrupt the harassment by engaging with the individual being harassed and distracting them from the harassing behavior;
2. A bystander who feels unsafe interrupting on their own can ask a third party to help intervene in the harassment;
3. A bystander can record or take notes on the harassment incident to benefit a future investigation;
4. A bystander might check in with the person who has been harassed after the incident, see how they are feeling and let them know the behavior was not ok; and
5. If a bystander feels safe, they can confront the harassers and name the behavior as inappropriate. When confronting harassment, physically assaulting an individual is never an appropriate response.

Though not exhaustive, and dependent on the circumstances, the guidelines above can serve as a brief guide of how to react when witnessing harassment in the workplace. Any employee witnessing harassment as a bystander is encouraged to report it. A supervisor or manager that is a bystander to harassment is required to report it.

VIII. Complaints and Investigations of Sexual Harassment

All complaints or information about sexual harassment will be investigated, whether that information was reported in verbal or written form. An investigation of any complaint, information, or knowledge of suspected sexual harassment will be prompt, thorough, and started and completed as soon as possible. The investigation will be kept confidential to the extent possible. All individuals involved, including those making a harassment claim, witnesses, and alleged harassers deserve a fair and impartial investigation.

Any employee may be required to cooperate as needed in an investigation of suspected sexual harassment. Tioga County will take disciplinary action against anyone engaging in retaliation against employees who file complaints, support another's complaint, or participate in harassment investigations.

Tioga County recognizes that participating in a harassment investigation can be uncomfortable and has the potential to retraumatize an employee. Those receiving claims and leading investigations will handle complaints and questions with sensitivity toward those participating.

While the process may vary from case to case, investigations will be done in accordance with the following steps. Upon receipt of a complaint, the County Attorney and/or Personnel Officer:

1. Will conduct a prompt review of the allegations, assess the appropriate scope of the investigation, and take any interim actions (for example, instructing the individual(s) about whom the complaint was made to refrain from communications with the individual(s) who reported the harassment), as appropriate. If the complaint is verbal, request that the individual completes the complaint form in writing. If the person reporting prefers not to fill out the form, the County Attorney and/or Personnel Officer will prepare a complaint form or equivalent documentation based on the verbal reporting;
2. Will take steps to obtain, review, and preserve documents sufficient to assess the allegations, including documents, emails or phone records that may be relevant to the investigation. The County Attorney and/or Personnel Officer will consider and implement appropriate document request, review, and preservation measures, including for electronic communications;
3. Will seek to interview all parties involved, including any relevant witnesses;
4. Will create a written documentation of the investigation (such as a letter, memo or email), which contains the following:
 - a. A list of all documents reviewed, along with a detailed summary of relevant documents;
 - b. A list of names of those interviewed, along with a detailed summary of their statements;
 - c. A timeline of events;
 - d. A summary of any prior relevant incidents disclosed in the investigation, reported or unreported; and
 - e. The basis for the decision and final resolution of the complaint, together with any corrective action(s).
5. Will keep the written documentation and associated documents in a secure and confidential location;

6. Will promptly notify the individual(s) who reported the harassment and the individual(s) about whom the complaint was made that the investigation has been completed and implement any corrective actions identified in the written document; and
7. Will inform the individual(s) who reported of the right to file a complaint or charge externally as outlined in the next section.

IX. Legal Protections and External Remedies

Sexual harassment is not only prohibited by Tioga County, but it is also prohibited by state, federal, and, where applicable, local law.

The internal process outlined in the policy above is one way for employees to report sexual harassment. Employees and covered individuals may also choose to pursue legal remedies with the following governmental entities. While a private attorney is not required to file a complaint with a governmental agency, you may also seek the legal advice of an attorney.

New York State Division of Human Rights:

The New York State Human Rights Law (HRL), N.Y. Executive Law, art. 15, § 290 *et seq.*, applies to all employers in New York State and protects employees and covered individuals, regardless of immigration status. A complaint alleging violation of the Human Rights Law may be filed either with the New York State Division of Human Rights (DHR) or in New York State Supreme Court.

Complaints of sexual harassment filed with DHR may be submitted any time **within three years** of the harassment. If an individual does not file a complaint with DHR, they can bring a lawsuit directly in state court under the Human Rights Law, **within three years** of the alleged sexual harassment. An individual may not file with DHR if they have already filed a HRL complaint in state court.

Complaining internally to Tioga County does not extend your time to file with DHR or in court. The three years are counted from the date of the most recent incident of harassment.

You do not need an attorney to file a complaint with DHR, and there is no cost to file with DHR.

DHR will investigate your complaint and determine whether there is probable cause to believe that sexual harassment has occurred. Probable cause cases receive a public hearing before an administrative law judge. If sexual harassment is found at the hearing, DHR has the power to award relief. Relief

varies but it may include requiring your employer to take action to stop the harassment, or repair the damage caused by the harassment, including paying of monetary damages, punitive damages, attorney's fees, and civil fines.

DHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. You may call (718) 741-8400 or visit: www.dhr.ny.gov.

Go to dhr.ny.gov/complaint for more information about filing a complaint with DHR. The website has a digital complaint process that can be completed on your computer or mobile device from start to finish. The website has a complaint form that can be downloaded, filled out, and mailed to DHR as well as a form that can be submitted online. The website also contains contact information for DHR's regional offices across New York State.

Call the DHR sexual harassment hotline at **1(800) HARASS3** for more information about filing a sexual harassment complaint. This hotline can also provide you with a referral to a volunteer attorney experienced in sexual harassment matters who can provide you with limited free assistance and counsel over the phone.

The United States Equal Employment Opportunity Commission:

The United States Equal Employment Opportunity Commission (EEOC) enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act, 42 U.S.C. § 2000e *et seq.* An individual can file a complaint with the EEOC anytime within 300 days from the most recent incident of harassment. There is no cost to file a complaint with the EEOC. The EEOC will investigate the complaint and determine whether there is reasonable cause to believe that discrimination has occurred. If the EEOC determines that the law may have been violated, the EEOC will try to reach a voluntary settlement with the employer. If the EEOC cannot reach a settlement, the EEOC (or the Department of Justice in certain cases) will decide whether to file a lawsuit. The EEOC will issue a Notice of Right to Sue permitting workers to file a lawsuit in federal court if the EEOC closes the charge, is unable to determine if federal employment discrimination laws may have been violated or believes that unlawful discrimination occurred but does not file a lawsuit.

Individuals may obtain relief in mediation, settlement, or conciliation. In addition, federal courts may award remedies if discrimination is found to have occurred. In general, private employers must have at least 15 employees to come within the jurisdiction of the EEOC.

An employee alleging discrimination at work can file a "Charge of Discrimination." The EEOC has district, area, and field offices where complaints

can be filed. Contact the EEOC by calling 1-800-669-4000 (TTY: 1-800-669-6820), visiting their website at www.eeoc.gov or via email at info@eeoc.gov.

If an individual filed an administrative complaint with the New York State Division of Human Rights, DHR will automatically file the complaint with the EEOC to preserve the right to proceed in federal court.

Local Protections

Many localities enforce laws protecting individuals from sexual harassment and discrimination. An individual should contact the county, city or town in which they live to find out if such a law exists. For example, employees who work in New York City may file complaints of sexual harassment or discrimination with the New York City Commission on Human Rights. Contact their main office at Law Enforcement Bureau of the NYC Commission on Human Rights, 22 Reade Street, 1st Floor, New York, New York; call 311 or (212) 306-7450; or visit www.nyc.gov/html/cchr/html/home/home.shtml.

Contact the Local Police Department

If the harassment involves unwanted physical touching, coerced physical confinement, or coerced sex acts, the conduct may constitute a crime. Those wishing to pursue criminal charges are encouraged to contact their local police department.

X. Conclusion

The policy outlined above is aimed at providing employees at Tioga County and covered individuals an understanding of their right to a discrimination and harassment free workplace. All employees should feel safe at work. Though the focus of this policy is on sexual harassment and gender discrimination, the New York State Human Rights law protects against discrimination in several protected classes including sex, sexual orientation, gender identity or expression, age, race, creed, color, national origin, military status, disability, pre-disposing genetic characteristics, familial status, marital status, criminal history, or domestic violence survivor status. The prevention policies outlined above should be considered applicable to all protected classes.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 211-23 AMEND EMPLOYEE HANDBOOK:
SECTION IX. SAFETY RULES, SUBSECTION M.
RESTRICTING FIREARMS AND OTHER
WEAPONS IN OR ON COUNTY BUILDINGS,
WORKSITES OR VEHICLES

WHEREAS: To ensure Tioga County maintains a workplace safe and free from violence for all employees, Tioga County prohibits the possession or use of dangerous weapons on County property; and

WHEREAS: The Tioga County Restricting Firearms and Other Weapons in or on County Buildings, Worksites or Vehicles Policy needs to be amended in whole due to numerous updates and changes; and

WHEREAS: The County Attorney has reviewed the Employee Handbook and has identified the need to amend the policy in its entirety and replace it; therefore be it

RESOLVED: That the Tioga County Restricting Firearms and Other Weapons in or on County Buildings, Worksites or Vehicles Policy be amended in its entirety and replaced as follows:

m. RESTRICTING FIREARMS AND OTHER WEAPONS IN OR ON COUNTY BUILDINGS, WORKSITES OR VEHICLES
(FORMERLY POLICY #49)

**POLICY ON RESTRICTING FIREARMS AND OTHER
WEAPONS IN OR ON COUNTY BUILDINGS,
WORKSITES OR VEHICLES**

- I. Policy Statement
- II. Employee Responsibilities
- III. Supervisor/Department Head Responsibilities
- IV. Violation of Policy

I. POLICY STATEMENT

No person shall possess any "Deadly Weapon" as defined in New York State Penal Law Section 10.00, Subsection 12, as referred to in Subdivision I (A) of this policy, or any of the enumerated items described in Subdivision I (B), of this policy, in any building owned, leased, or operated by the County or at a worksite of the County, or in a vehicle owned or leased by the County; provided however that the term 'worksite' or "building" shall not be construed to include any parking lot or exterior building grounds of any building owned, leased, or operated by the County, provided, however, that this policy shall not be interpreted in a manner which would limit the right of a member of the public to carry or possess any lawful weapon in or upon any public highway, right of way, or parking lot.

New York Penal Law Section 10.00 (12) (as of April 11, 2005,) defines the term 'deadly weapon' as including but not limited to: "any loaded weapon from which a shot, readily capable of producing death or other serious physical injury, may be discharged or a switchblade knife, gravity knife, pilum ballistic knife, metal knuckle knife, dagger, billy, blackjack, plastic knuckles or metal knuckles".

- A. The following items are prohibited: all rifles, handguns, shotguns, long guns, and machine guns including those using BB's, pellets, or darts, imitation pistols, any other dangerous deadly instrument or any weapon, whether loaded or unloaded.
- B. In addition to the items defined in the above Section I (A), the following items are likewise prohibited but not limited to: knives, switchblades, shivs, shanks, mace, pepper spray, tasers or electric shock devices, slingshots, martial art devices, dynamite and other high explosives, black powder, pellet powder, detonators, safety fuses, igniters, fireworks, ammunition, bombs and grenades.

This policy does not apply to the Sheriff or any deputies or to any other person or persons of municipal, County, State and Federal governments specifically authorized by law to possess any of the above weapons as part of their public job duties.

Individuals in possession of a valid concealed weapons permit are not exempt under this policy and are prohibited from carrying firearms on County property at any time.

The possession, transfer, use and/or distribution of weapons, explosives, or firearms is prohibited on Tioga County property, at County-sponsored events,

while conducting County business, or while attending off-site events where employees are representing the County in an official capacity.

Tioga County shall provide a copy of this policy to employees upon hire and make the policy accessible to all individuals via the County website.

II. EMPLOYEE RESPONSIBILITIES

- A. Any County employee who observes, suspects, or has knowledge of an individual in possession of weapons, explosives, or firearms not connected to their employment as a law enforcement officer must report this to their Supervisor and/or Department Head immediately.
- B. Any County employee who observes unattended items they reasonably believe to be weapons, explosives, or firearms must immediately report this to their Supervisor and/or Department Head immediately.
- C. In applying this policy, no employee shall take any action that will risk their own safety or the safety of other individuals. No attempt should ever be made by an employee to restrain or forcibly evict an armed person from county property.
- D. Employees who feel an immediate risk to their safety or the safety of others should avoid any interaction with the individual. Steps should be taken to secure the area and the employee shall immediately call 911.

III. SUPERVISOR/DEPARTMENT HEAD RESPONSIBILITIES

- A. Supervisors and Department Heads are expected to be knowledgeable of and shall be responsible for implementing this policy within their respective departments.

IV. VIOLATION OF POLICY

- A. Employee Violations
 1. In the event of any observed or suspected violations of this policy, Supervisors and/or Department Heads shall inform the employee(s) that they are in violation of the policy and request the weapon, explosive, or firearm be removed from the premises immediately. Any weapon, firearm, or explosive found by Supervisors and/or Department Heads may also be confiscated at the Department Head or Supervisor's discretion.
 2. Supervisors and/or Department Heads shall immediately notify the Personnel Officer or their designee of any observed or suspected violations of this policy upon discovery or receiving a report from any individual with a concern.
 3. The Personnel Officer or their designee shall investigate reported violations of this policy immediately and assist Department Heads with initiating appropriate action(s) to respond to violations of this policy. Where appropriate the Personnel Officer or their designee

may refer the matter to law enforcement for investigation and prosecution.

4. If a violation is believed to be immediate and life threatening, Supervisors and/or Department Heads should immediately call 911.
- B. Violation of this policy by County appointed officers shall subject such officer to discipline up to and including immediate suspension or discharge in accordance with State Law, County, union, and Civil Service discipline and discharge procedures. Discipline is in addition to, and not in lieu of, any criminal or other action provided by Federal or State law.
- C. Violation of this policy by elected officials shall be governed by the applicable provisions of the County Law or other laws of the State of New York which apply to the conduct of elected officials.
- D. Members of the general public shall be denied admission to any building owned, leased, or operated by the County or at a worksite of the County, or in a vehicle owned or leased by the County and may be subject to ban from County property at the Department Head's discretion. This should be done in a calm, informative, non-confrontational manner.
- E. The Sheriff shall be notified in writing of any report of any County officer, elected official or employee or member of the general public who is in violation of this policy.
- F. Retaliation against any individual who has reported a possible violation of this policy is prohibited. Incidents of retaliation shall result in disciplinary action, up to and including termination, in accordance with State Law, County, union, and Civil Service discipline and discharge procedures.

ROLL CALL VOTE

Yes – Legislators Standinger, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:

FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 212-23

*AMEND EMPLOYEE HANDBOOK:
ADD NEW POLICY TO SECTION IX. SAFETY RULES;
SUBSECTION O., ENTITLED RESPIRABLE CRYSTALLINE
SILICA EXPOSURE CONTROL PLAN*

WHEREAS: The Occupational Safety and Health Administration (OSHA) has issued two standards to protect workers from exposure to respirable crystalline silica; one is for construction (Silica Construction Standard) and one for general industry (Silica General Industry Standard). The standards require employers to limit worker exposure to silica dust to less than 50 µg/m³, as an 8-hour time-weighted average; and

WHEREAS: Tioga County has employees that may perform tasks that may expose them to silica dust; and

WHEREAS: The Safety Officer has written a Respirable Crystalline Silica Exposure Control Plan for compliance with OSHA and the Public Safety and Health Bureau (PESH) regulations; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the adoption of the Respirable Crystalline Silica Exposure Control Plan; and be it further

RESOLVED: That the Employee Handbook is hereby amended to add a new policy to Section IX, Subsection o. entitled Respirable Crystalline Silica Exposure Control Plan.

o. RESPIRABLE CRYSTALLINE SILICA EXPOSURE CONTROL PLAN

RESPIRABLE CRYSTALLINE SILICA EXPOSURE CONTROL PLAN

CONTENTS:

- I. INTRODUCTION
- II. SCOPE AND APPLICABILITY
- III. COMPETENT PERSON
- IV. WORK PRACTICE AND ENGINEERING CONTROLS
- V. EXPOSURE DETERMINATION
- VI. HOUSEKEEPING MEASURES
- VII. EXPOSURE ASSESSMENT
- VIII. ALTERNATIVE CONTROLS
- IX. RESPIRATORY PROTECTION
- X. WORK AREA RESTRICTION
- XI. MEDICAL SURVEILLANCE
- XII. TRAINING
- XIII. RECORDS
- XIV. ANNUAL REVIEW AND UPDATE
- XV. AVAILABILITY

I. INTRODUCTION

This Exposure Control Plan is established to ensure that employee exposures to crystalline silica are minimized to safe or negligible levels, and to comply with the OSHA/PESH requirements. It is Tioga County's policy to provide a place of employment that is free from recognized hazards that cause or are likely to cause death or serious physical harm to employees or the public. Therefore, employees shall not perform any silica related job activity without the proper training, and use of engineering controls, safe work practices, and respiratory protection to ensure the safety of exposed employees.

II. SCOPE AND APPLICABILITY

Silica exposure can occur in job activities that involve road building and concrete construction where sand, gravel, and concrete are used. Construction related activities including cutting, drilling, grinding, grouting operations, and use of heavy equipment during demolition activities involving silica-containing materials can also contribute to crystalline silica exposure.

The Permissible Exposure Limit (PEL) for worker exposures to silica is 50 micrograms of respirable crystalline silica per cubic meter of air ($\mu\text{g}/\text{m}^3$) as an 8-hour time-weighted average (TWA).

Overexposure of respirable crystalline silica adversely affects the lungs and may cause silicosis, lung cancer, or other diseases. This safety policy and procedure provides guidelines to protect employees from the immediate and long-term effects of respirable crystalline silica.

III. COMPETENT PERSON

The following persons are designated as a "Competent Persons" tasked with making frequent and regular inspections of job sites, materials, and equipment, to implement this written plan:

- Commissioner Of Public Works
- Deputy Commissioner of Public Works
- Highway Supervisors
- Building and Grounds Supervisors
- Tioga County Safety Officer

IV. WORK PRACTICE AND ENGINEERING CONTROLS

The Table below lists construction activities with potential silica exposure, along with required engineering and work practice controls. We will follow these engineering and work practice control methods for the specified tasks in all instances.

If methods of exposure control are not sufficient to limit exposure requirements, Personal Protective Equipment (PPE) shall be provided. The exception is where employee exposure will remain below the action level of 25 $\mu\text{g}/\text{m}^3$ as an 8-hour TWA under any foreseeable conditions.

TABLE I

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
(i) Stationary masonry saws	Use saw equipped with integrated water delivery system that continuously feeds water to the blade. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.	None	None
(ii) Handheld power saws (any blade diameter)	Use saw equipped with integrated water delivery system that continuously feeds water to the blade. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions:		
	-When used outdoors	None	APF 10
	-When used indoors or in an enclosed area	APF 10	APF 10

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
(iii) Handheld power saws for cutting fiber-cement board (with blade diameter of 8 inches or less)	For tasks performed outdoors only: Use saw equipped with commercially available dust collection system. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. Dust collector must provide the air flow recommended by the tool manufacturer, or greater, and have a filter with 99% or greater efficiency.	None	None
(iv) Walk-behind saws	Use saw equipped with integrated water delivery system that continuously feeds water to the blade. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions:		
	-When used outdoors	None	None
	-When used indoors or in an enclosed area	APF 10	APF 10
(v) Drivable saws	For tasks performed outdoors only:		

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
	Use saw equipped with integrated water delivery system that continuously feeds water to the blade. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.	None	None
(vi) Rig-mounted core saws or drills	Use tool equipped with integrated water delivery system that supplies water to cutting surface. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.	None	None
(vii) Handheld and stand-mounted drills (including impact and rotary hammer drills)	Use drill equipped with commercially available shroud or cowling with dust collection system. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. Dust collector must provide the air flow recommended by the tool manufacturer, or greater, and have a filter with 99% or greater efficiency and a filter-cleaning mechanism. Use a HEPA-filtered vacuum when cleaning holes.	None	None
(viii) Dowel drilling rigs for concrete	For tasks performed outdoors only:		

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
	Use shroud around drill bit with a dust collection system. Dust collector must have a filter with 99% or greater efficiency and a filter cleaning mechanism Use a HEPA-filtered vacuum when cleaning holes.	APF 10	APF 10
(ix) Vehicle-mounted drilling rigs for rock and concrete	Use dust collection system with close capture hood or shroud around drill bit with a low-flow water spray to wet the dust at the discharge point from the dust collector.	None	None
	OR		
	Operate from within an enclosed cab and use water for dust suppression on drill bit.	None	None
(x) Jackhammers and handheld powered chipping tools	Use tool with water delivery system that supplies a continuous stream or spray of water at the point of impact:		
	-When used outdoors	None	APF 10
	-When used indoors or in an enclosed area	APF 10	APF 10
	OR		
	Use tool equipped with commercially available shroud and dust collection system.		

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
	Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.		
	Dust collector must provide the air flow recommended by the tool manufacturer, or greater, and have a filter with 99% or greater efficiency and a filter-cleaning mechanism:		
	-When used outdoors	None	APF 10
	-When used indoors or in an enclosed area	APF 10	APF 10
(xi) Handheld grinders for mortar removal (<i>i.e.</i> , tuck-pointing)	Use grinder equipped with commercially available shroud and dust collection system.	APF 10	APF 25
	Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.		
	Dust collector must provide 25 cubic feet per minute (cfm) or greater of airflow per inch of wheel diameter and have a filter with 99% or greater efficiency and a cyclonic pre-separator or filter-cleaning mechanism.		

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
(xii) Handheld grinders for uses other than mortar removal	For tasks performed outdoors only: Use grinder equipped with integrated water delivery system that continuously feeds water to the grinding surface.	None	None
	Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.		
	OR		
	Use grinder equipped with commercially available shroud and dust collection system		
	Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.		
	Dust collector must provide 25 cubic feet per minute (cfm) or greater of airflow per inch of wheel diameter and have a filter with 99% or greater efficiency and a cyclonic pre-separator or filter-cleaning mechanism:		
	-When used outdoors	None	None
	-When used indoors or in an enclosed area	None	APF 10

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
(xiii) Walk-behind milling machines and floor grinders	Use machine equipped with integrated water delivery system that continuously feeds water to the cutting surface.	None	None
	Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.		
	OR		
	Use machine equipped with dust collection system recommended by the manufacturer.	None	None
	Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.		
	Dust collector must provide the air flow recommended by the manufacturer, or greater, and have a filter with 99% or greater efficiency and a filter-cleaning mechanism.		
	When used indoors or in an enclosed area, use a HEPA-filtered vacuum to remove loose dust in between passes.		

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
(xiv) Small drivable milling machines (less than half-lane)	Use a machine equipped with supplemental water sprays designed to suppress dust. Water must be combined with a surfactant.	None	None
	Operate and maintain machine to minimize dust emissions.		
(xv) Large drivable milling machines (half-lane and larger)	For cuts of any depth on asphalt only: Use machine equipped with exhaust ventilation on drum enclosure and supplemental water sprays designed to suppress dust.	None	None
	Operate and maintain machine to minimize dust emissions.		
	For cuts of four inches in depth or less on any substrate:		
	Use machine equipped with exhaust ventilation on drum enclosure and supplemental water sprays designed to suppress dust.	None	None
	Operate and maintain machine to minimize dust emissions.		
	OR		

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
	Use a machine equipped with supplemental water spray designed to suppress dust. Water must be combined with a surfactant.	None	None
	Operate and maintain machine to minimize dust emissions.		
(xvi) Crushing machines	Use equipment designed to deliver water spray or mist for dust suppression at crusher and other points where dust is generated (e.g., hoppers, conveyers, sieves/sizing or vibrating components, and discharge points).	None	None
	Operate and maintain machine in accordance with manufacturer's instructions to minimize dust emissions.		
	Use a ventilated booth that provides fresh, climate-controlled air to the operator, or a remote-control station.		
(xvii) Heavy equipment and utility vehicles used to abrade or fracture silica-containing materials (e.g., hoe-ramming, rock ripping) or used during demolition activities involving silica-containing materials	Operate equipment from within an enclosed cab.	None	None
	When employees outside of the cab are engaged in the task, apply water and/or dust suppressants as necessary to minimize dust emissions.	None	None

Equipment/task	Engineering and work practice control methods	Required respiratory protection and minimum assigned protection factor (APF)	
		≤ 4 hours/shift	>4 hours/shift
(xviii) Heavy equipment and utility vehicles for tasks such as grading and excavating but not including: Demolishing, abrading, or fracturing silica-containing materials	Apply water and/or dust suppressants as necessary to minimize dust emissions.	None	None
	OR		
	When the equipment operator is the only employee engaged in the task, operate equipment from within an enclosed cab.	None	None

V. EXPOSURE DETERMINATION

Below are the staff members covered under this plan, and the specific operations in which they have potential exposure to crystalline silica:

TABLE II

Job Title	Activity or operation	Frequency (per year)
Highway Maintenance Workers and Supervisors, Building and Grounds Maintenance Mechanics	Cutting, grinding, chipping, or breaking up of concrete or asphalt	Occasionally, up to approximately 10 days per year as part of other operations

VI. HOUSEKEEPING MEASURES

Employees will:

- Use wet methods, such as a water spray on the dust source, wet mopping or wiping, (non-silica containing) sweeping compounds, or vacuums with HEPA filters to remove dust from floors and surfaces.
- Keep bags and other containers of silica-containing waste tightly closed to prevent the dust from escaping and becoming airborne.

Employer will:

- Provide employees with a place to wash up close to the worksite if possible.
- Provide employees with access to vacuums with HEPA filters so that they can safely remove dust from their work clothes before going home.

Employees will not:

- Dry sweep or dry dust to clean up.
- Use compressed air to blow the dust away from surfaces or remove dust from clothing.

VII. EXPOSURE ASSESSMENT

Exposure and work practice controls as noted in TABLE 1 will be used. Exposures above action limits are not anticipated, but in the event of failure of engineering controls, proper PPE including AFP10 respirators will be worn by employees in proximity to source.

VIII. ALTERNATIVE CONTROLS

For any equipment and tasks conducted in this facility and not listed in TABLE I, alternative control methods will be used to control exposures below the PEL, which may include the following: Wet methods, ventilation, enclosures.

These equipment and tasks are shown below, along with the control methods required at this facility:

TABLE III

Task/equipment	Required engineering and/or work practice control	Required respiratory protection
Road Sweeping	Continuous water supply to wet materials, enclosed vehicle cab with properly rated cabin air filter.	None, if operator is in an enclosed cab with properly rated cabin air filter, and continuous water supply to wet material surfaces.

IX. RESPIRATORY PROTECTION

Respirators will be used where required under TABLE I, or where required under another OSHA Standard (for example, abrasive blasting with silica sand).

All users of respirators will be included in a Respiratory protection program (with the exception of voluntary use of filtering facepiece respirators). Please refer to Tioga County's Respiratory Protection Program.

The following staff members/job titles will be included in a Respiratory Protection Program for silica:

None. Exposure control methods under TABLE 1 do not require the use of respirators for the tasks listed as they are performed outdoors for less than 4 hours per shift. If visible dust is produced or there occurs a failure of engineering controls, operations will be ceased until the condition is corrected.

X. WORK AREA RESTRICTION

To minimize the number of employees exposed to respirable crystalline silica, including exposures generated by other employers, a restricted work area will be established. Access to this work area will be limited to those involved directly in the work. Signs will be posted as necessary.

XI. MEDICAL SURVEILLANCE

Employees who are required under the OSHA/PESH Standard to use a respirator for 30 or more days per year must be included in a medical surveillance program. The program must be at no cost to the employee and administered at a reasonable time and place.

The following staff members/job titles will be included in a Medical Surveillance Program for Silica:

None: We do not expect any of our staff to meet the threshold for being included in a medical surveillance program.

XII. TRAINING

Each employee will have access to safety data sheets and will be trained in accordance with the provisions of the Hazard Communication Standard and the topics below.

The following topics will be addressed:

- Each affected employee will be able to demonstrate knowledge and understanding of:
- Health hazards associated with exposure to respirable crystalline silica, including cancer, lung effects, immune system effects, and kidney effects;
- Specific tasks in the workplace that could result in exposure to respirable crystalline silica;
- Specific engineering controls, work practices, and respiratory protection implemented for protection against exposure to respirable crystalline silica;
- The contents of the standards;
- The identity of the designated competent person; and
- The purpose and a description of the medical surveillance program.

XIII. RECORDS

Air monitoring/Exposure data. If air monitoring is indicated, this record shall include at least the following information:

- Date for each sample;
- Task monitored;
- Sampling and analytical methods used;
- Number, duration, and results of samples taken;
- Identity of the analytical laboratory;
- Type of PPE worn by the employees; and
- Name, social security number, and job classification of all employees represented by the monitoring, indicating which employees were actually monitored.

Exposure records will be maintained and made available in accordance with 29 CFR 1910.1020¹.

¹ See the Publication *Access to Medical and Exposure Records*; U.S. Department of Labor Occupational Safety and Health Administration; OSHA 3110 2001 (Revised)

Objective data (if used to characterize employee exposures in lieu of monitoring): This record shall include at least the following information:

- Crystalline silica-containing material in question;
- Source of the objective data;
- The testing protocol and results of testing;
- A description of the process, task, or activity on which the objective data were based; and
- Other data relevant to the process, task, activity, material, or exposures on which the objective data were based.

Objective data will be maintained and made available in accordance with 29 CFR 1910.1020.

Medical surveillance (if necessary): The record shall include the following information about the employee:

- Name and social security number;
- A copy of written medical opinions; and
- A copy of the information provided to the medical provider.

Medical records will be maintained and made available in accordance with 29 CFR 1910.1020.

XIV. ANNUAL REVIEW AND UPDATE

This Plan shall be reviewed and updated at least annually and as needed.

XV. AVAILABILITY

This written plan will be made readily available for examination and copying upon request, to employees and their designated representatives.

ROLL CALL VOTE

Yes – Legislators Standing, Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, and Roberts.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Meeting was adjourned at 12:18 P.M.

*Sixth Regular Meeting
June 13, 2023*

The Sixth Regular Meeting of 2023 was held on June 13, 2023 and was called to order by the Chair at 12:03 P.M. Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, and Standingger were present with Legislator Weston being absent.

Chair Sauerbrey asked Legislator Brown to have a moment of prayer. "Lord, thank you for the beautiful day we had after some much needed rain. Please guide us through the decisions that are needed in today's meeting."

Legislator Brown led all Legislators and those in attendance in the Pledge of Allegiance.

There were 27 people in attendance.

Chair Sauerbrey asked for a unanimous motion for the following recognition resolution, seconded unanimously and carried.

Legislator Flesher read and presented the following resolution to Shawn Nalepa, Captain of Operations, Sheriff's Office.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 213-23 *RESOLUTION RECOGNIZING
SHAWN NALEPA'S 26 YEARS
OF DEDICATED SERVICE TO
TIOGA COUNTY SHERIFF'S OFFICE*

WHEREAS: Shawn Nalepa was hired as a Corrections Officer on March 10, 1997; appointed to the position of Deputy Sheriff on May 23, 2000; appointed to Road Patrol Sergeant on April 4, 2008; appointed to Investigator on May 1, 2009; appointed to Road Patrol Lieutenant on January 1, 2018; appointed to Captain of Operations on June 10, 2020; and

WHEREAS: Shawn Nalepa has been dedicated and loyal in the performance of his duties and responsibilities during his 26 years of service, thereby earning the respect of his colleagues and peers throughout Tioga County; and

WHEREAS: Shawn Nalepa will retire from the Tioga County Sheriff's Office on June 9, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Shawn Nalepa for his 26 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Shawn Nalepa.

ROLL CALL VOTE

Unanimously Yes – Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, and Standingier.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED UNANIMOUSLY.

Sheriff Howard spoke. “It is kind of hard to put 26 years into a 60 second speech, but I want to say Shawn Jonathan Nalepa. I was looking at your personnel file this morning and you probably did not know that he grew up in Broome County and graduated from Maine-Endwell High School, which we won't hold against him, but what I noticed was his driving record before he started working for the Sheriff's Office and we certainly do not have enough time to go into that. There is a good reason why we have him as a driving instructor for the Sheriff's Office. Speed is not a thing that he misses. I do not need to go into all his promotions, but I looked through his file and he has received numerous commendations and letters of thank you. He has done a tremendous job for the Sheriff's Office and for the citizens of Tioga County.

“One thing I do hold against him is that he likes Fords. He bought a Mustang and recently it disappeared from his garage. I do not know if it was sold or towed away, but it is gone now.

“We will still continue to benefit from Shawn. An opportunity knocked on his door and he came to me and asked what I thought. I said, ‘if you do not open the door, you will never know what is behind it.’ So, Shawn will be

the new Director of the Broome County Corrections Training Academy, which will also benefit Tioga County because I am sure we will be sending Corrections Officers there to be trained. So, we will continue to benefit from his expertise and gladly so.

“Other than that, Maria, we still do not understand but thank God you are his backup, and we appreciate everything you have done for him.

“On behalf of the men and women of the Sheriff’s Office, congratulations and God bless.”

Shawn Nalepa spoke. “I just want to thank God, first of all, for letting me retire uninjured, alive and well. I want to thank Maria, without you none of this would have been possible. To the Sheriff’s Office, love you guys. You have always made me look good. I have been saying that for 26 years.

“Thank you to everyone in the County; Personnel Office especially, one of my jobs at the Sheriff’s Office was personnel and you always took care of me and provided information. Thank you to the County Attorney’s Office and Treasurer’s Office. Thank you to the Legislature for recognizing me today and for all your support throughout the years. I really appreciate it. Thank you.”

Chair Sauerbrey spoke. “We wish you the very best.”

There was no privilege of the floor.

Legislator Monell made a motion to approve the minutes of May 9, 2023, seconded by Legislator Brown and carried.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 214-23 RESOLUTION APPOINTING
NEW MEMBER TO COMMUNITY SERVICES BOARD

WHEREAS: Christine Schweitzer has agreed to become a new member; and

WHEREAS: The Community Services Board has recommended Christine Schweitzer's appointment; and

WHEREAS: Section Article 41.11 (d) of the Mental Hygiene Law allows counties to determine the length of term of Community Services Board members; therefore be it

RESOLVED: That Christine Schweitzer be appointed to the Community Services Board for a full-term starting June 1st, 2023 and ending May 31st, 2027.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 215-23 *RESOLUTION APPOINTING
NEW MEMBER TO COMMUNITY SERVICES BOARD*

WHEREAS: Porshea Moore has agreed to become a new member; and

WHEREAS: The Community Services Board has recommended Porshea Moore's appointment; and

WHEREAS: Section Article 41.11 (d) of the Mental Hygiene Law allows counties to determine the length of term of Community Services Board members; therefore be it

RESOLVED: That Porshea Moore be appointed to the Community Services Board for a full-term starting June 1st, 2023 and ending May 31st, 2027.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. 216-23 *APPOINT DBE LIAISON OFFICER*

WHEREAS: The Department of Transportation (DOT) requires the establishment of a Disadvantaged Business Enterprise Program (DBE) due to Tioga County receiving financial assistance from the DOT; and

WHEREAS: As a condition of receiving this assistance Tioga County has signed assurances that it will comply with 49 CFR Part 26; and

WHEREAS: The DBE Policy requires the appointment of a DBE Liaison Officer; and

WHEREAS: The Deputy Commissioner of Public Works has agreed to implement and monitor the DBE Program in coordination with other appropriate officials; therefore be it

RESOLVED: That the Deputy Commissioner of Public Works be and hereby is appointed the DBE Liaison Officer for Tioga County.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 217-23 *RESOLUTION TO AMEND AND
RESTATE THE DEFERRED
COMPENSATION MODEL PLAN*

WHEREAS: The New York State Deferred Compensation Board (the "Board"), pursuant to Section 5 of the New York State Finance Law ("Section 5") and the Regulations of the New York State Deferred Compensation Board (the "Regulations"), has promulgated the Plan Document of the Deferred Compensation Plan for Employees of Tioga County (the "Model Plan") and offers the Model Plan for adoption by local employers; and

WHEREAS: Tioga County, pursuant to Section 5 and the Regulations, has adopted and currently administers the Model Plan known as the Deferred Compensation Plan for Employees of Tioga County; and

WHEREAS: Effective December 11, 2020 the Board amended the Model Plan to adopt the following optional provisions in Schedule B

- Related to the CARES Act and SECURE Act to permit penalty-free distributions for a new child and lowering the minimum age for in-service distribution from 70 ½ to 59 ½; and

WHEREAS: The Board has offered for adoption the amended and restated Model Plan to each Model Plan sponsored by a local employer in accordance with the Regulations; and

WHEREAS: Upon due deliberation, Tioga County has concluded that it is prudent and appropriate to amend the Deferred Compensation Plan for Employees of Tioga County by adopting the amended Model Plan; therefore be it

RESOLVED: That Tioga County hereby amends the Deferred Compensation Plan for Employees of Tioga County by adopting the amended Model Plan including the optional provisions in Schedule B.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE
PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 218-23 *SEQR DETERMINATION FOR
911 TELECOMMUNICATIONS TOWER
110 C BABCOCK ROAD, TOWN OF NICHOLS*

WHEREAS: Tioga County is embarking on a new project to install and operate four new 911 telecommunications towers throughout the county to improve emergency telecommunications between fire departments, emergency services and highway departments; and

WHEREAS: One of these new towers is to be located at 110 C Babcock Road in the Town of Nichols; and

WHEREAS: The Tioga County Legislature needs to comply with SEQRA and evaluate any adverse environmental impacts for this Unlisted Action; and

WHEREAS: The County Planning Director has used the Short Environmental Assessment Form to evaluate environmental impacts and has found no adverse environmental impacts associated with the construction of this new tower; therefore be it

RESOLVED: That the Tioga County Legislature hereby makes a negative declaration for SEQR purposes for the new 911 telecommunications tower located at 110 C Babcock Road in the Town of Nichols.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ED&P COMMITTEE
PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 219-23 *SEQR DETERMINATION FOR
911 TELECOMMUNICATIONS TOWER
246 DAVIS ROAD, TOWN OF RICHFORD*

WHEREAS: Tioga County is embarking on a new project to install and operate four new 911 telecommunications towers throughout the county to improve emergency telecommunications between fire departments, emergency services and highway departments; and

WHEREAS: One of these new towers is to be located at 246 Davis Road in the Town of Richford; and

WHEREAS: The Tioga County Legislature needs to comply with SEQRA and evaluate any adverse environmental impacts for this Unlisted Action; and

WHEREAS: The County Planning Director has used the Short Environmental Assessment Form to evaluate environmental impacts and has found no adverse environmental impacts associated with the construction of this new tower; therefore be it

RESOLVED: That the Tioga County Legislature hereby makes a negative declaration for SEQR purposes for the new 911 telecommunications tower located at 246 Davis Road in the Town of Richford.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE
PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 220-23 *SEQR DETERMINATION FOR
911 TELECOMMUNICATIONS TOWER
SOUTH APALACHIN ROAD, TOWN OF OWEGO*

WHEREAS: Tioga County is embarking on a new project to install and operate four new 911 telecommunications towers throughout the county to improve emergency telecommunications between fire departments, emergency services and highway departments; and

WHEREAS: One of these new towers is to be located on South Apalachin Road in the Town of Owego; and

WHEREAS: The Tioga County Legislature needs to comply with SEQRA and evaluate any adverse environmental impacts for this Unlisted Action; and

WHEREAS: The County Planning Director has used the Short Environmental Assessment Form to evaluate environmental impacts and has found no adverse environmental impacts associated with the construction of this new tower; therefore be it

RESOLVED: That the Tioga County Legislature hereby makes a negative declaration for SEQR purposes for the new 911 telecommunications tower located on South Apalachin Road in the Town of Owego.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ED&P COMMITTEE
PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 221-23 *SEQR DETERMINATION FOR
911 TELECOMMUNICATIONS TOWER
54 DODGE ROAD, TOWN OF SPENCER*

WHEREAS: Tioga County is embarking on a new project to install and operate four new 911 telecommunications towers throughout the county to improve emergency telecommunications between fire departments, emergency services and highway departments; and

WHEREAS: One of these new towers is to be located at 54 Dodge Road in the Town of Spencer; and

WHEREAS: The Tioga County Legislature needs to comply with SEQRA and evaluate any adverse environmental impacts for this Unlisted Action; and

WHEREAS: The County Planning Director has used the Short Environmental Assessment Form to evaluate environmental impacts and has found no adverse environmental impacts associated with the construction of this new tower; therefore be it

RESOLVED: That the Tioga County Legislature hereby makes a negative declaration for SEQR purposes for the new 911 telecommunications tower located at 54 Dodge Road in the Town of Spencer.

Legislator Standinger spoke. "Our Director of Emergency Services, Mike Simmons, has put a lot of effort into this endeavor with the radio communications and these SEQRs are all related to that."

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 222-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO THE TOWN OF OWEGO*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Town of Owego was desirous of obtaining grant funds by way of Preserve New York for the purpose of conducting a cultural resources survey; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of three and one-half hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Town of Owego.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 223-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO FUDDY DUDDY'S*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: Fuddy Duddy's was desirous of obtaining grant funds by way of Empire State Development Capital Program for the purpose of expanding, equipping, and furnishing their business; and

WHEREAS: The Tioga County Economic Development staff provided technical assistance for said grant application for a period of seven and one-half hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to Fuddy Duddy's.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 224-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO
THE TIOGA COUNTY BOYS AND GIRLS CLUB FOR
THE CONSTRUCTION OF THE TEEN CENTER*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Tioga County Boys and Girls Club was desirous of obtaining grant funds by way of Floyd Hooker Foundation for the purpose of the construction of a Teen Center; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application in the amount of three hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Tioga County Boys and Girls Club.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 225-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO
THE TIOGA COUNTY BOYS AND GIRLS CLUB FOR
THE PURPOSE OF FURNISHING THE TEEN CENTER*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Tioga County Boys and Girls Club was desirous of obtaining grant funds by way of Floyd Hooker Foundation for the purpose of furnishing the Teen Center; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application in the amount of three hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Tioga County Boys and Girls Club.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 226-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO THE TOWN OF NICHOLS*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Town of Nichols was desirous of obtaining grant funds by way of the Community Foundation for the purpose of the purchase of cemetery signage; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of four hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Town of Nichols.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 227-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO THE VILLAGE OF WAVERLY*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Village of Waverly was desirous of obtaining grant funds by way of the Floyd Hooker Foundation for the purpose of purchasing playground equipment; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of one-half hour; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Village of Waverly.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 228-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO THE CAMPVILLE FIRE DEPARTMENT*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Campville Fire Department was desirous of obtaining grant funds by way of the Community Foundation for the purpose of purchasing fire education materials; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of three- and one-half hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Campville Fire Department.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 229-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO
THE CANDOR EMERGENCY SQUAD BY WAY OF
TIOGA COUNTY SENIOR CITIZENS FOUNDATION*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Candor Emergency Squad was desirous of obtaining grant funds by way of the Tioga County Senior Citizens Foundation for the purpose of making computer upgrades; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of two- and one-half hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Candor Emergency Squad.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 230-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO THE RURAL ECONOMIC AREA PARTNERSHIP*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Rural Economic Area Partnership was desirous of obtaining grant funds by way of the Mildred Faulkner Truman Foundation for the purpose of conducting a cemetery study; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of three- and one-half hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Rural Economic Area Partnership.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 231-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO NEWARK VALLEY UNITED CHURCH OF CHRIST*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Newark Valley United Church of Christ was desirous of obtaining grant funds by way of the Visions Federal Credit Union Foundation for the purpose of purchasing community center equipment; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of one- and one-half hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Newark Valley United Church of Christ.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 232-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO NICHOLS PRESBYTERIAN CHURCH*

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Nichols Presbyterian Church was desirous of obtaining grant funds by way of the Mildred Faulkner Truman Foundation for the purpose of making repairs to flooring; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of three hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Nichols Presbyterian Church.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 233-23 *APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD BY WAY OF THE MILDRED FAULKNER TRUMAN FOUNDATION*

WHEREAS: A resolution is required by County policy to disclose matching cash and or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Candor Emergency Squad was desirous of obtaining grant funds by way of the Mildred Faulkner Truman Foundation for the purpose of purchasing equipment; and

WHEREAS: The Tioga County Community Development Specialist provided technical assistance for said grant application for a period of two hours; and

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided to the Candor Emergency Squad.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 234-23 *AUTHORIZE SUBMISSION OF STATEWIDE
INTEROPERABLE COMMUNICATIONS FORMULA
GRANT APPLICATION (SICG23)
OFFICE OF EMERGENCY SERVICES*

WHEREAS: The Office of Homeland Security and Emergency Services has issued a Statewide Interoperable Communications Formula Grant 2023. The grant will be used for the maintenance and upgrading of the radio communications in the county and no local share is associated with said grant; and

WHEREAS: County Policy requires that permission be obtained prior to submitting said application; therefore be it

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the Statewide Interoperable Communications Formula Grant 2023 application and authorizes the Chair of the Legislature to sign any and all grant related paperwork upon review by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standingier.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standingier moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 235-23 *AWARD DESIGN SERVICES TO DELTA ENGINEERS
FOR DAY HOLLOW ROAD CULVERT*

WHEREAS: Tioga County was awarded funding from NYSDOT to replace a large culvert on Day Hollow Road, in the Town of Owego; and

WHEREAS: The Commissioner of Public Works received a proposal for design services for this project from Delta Engineers, Endwell, NY; and

WHEREAS: The proposal for this project came in at \$159,858; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for the Day Hollow Road Culvert Project to Delta Engineers not to exceed \$159,858 to be paid out of the Day Hollow Road Culvert account H5110 520003 H2302.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standingier.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
RESOLUTION NO. 236-23 AUTHORIZATION TO SIGN CONTRACT
SOCIAL SERVICES

WHEREAS: There is a shortage of available Non-Secure Detention Services to meet the demand throughout New York State; and

WHEREAS: This shortage places undue cost and liability on the county when no bed is available to place a Tioga County youth in detention; and

WHEREAS: The Commissioner of Social Services, Probation Director, and County Attorney have agreed that the best course of action is to secure a detention bed through a contract with Steuben County; and

WHEREAS: The Department of Social Services has detention funds available in the 2023 budget; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Steuben County for one detention bed for a period of July 6, 2023 to December 31, 2023 at a cost of \$117,245; and be it further

RESOLVED: That the Commissioner of Social Services is authorized to execute any such agreements, documents, or papers, approved as to form by the County Attorney, as may be necessary to implement the intent and purpose of this resolution.

Legislator Mullen spoke. "This was a move we made a couple of years ago to secure that bed and it has been a very good decision especially with the increase in juvenile detention. This looks like a lot of money, but the per-day, per-month carrying costs of someone in detention is astronomical. So, it was a good call even though it looks like a lot of money."

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 237-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS
AND AMEND 2023 BUDGET
SOCIAL SERVICES

WHEREAS: Funding for Summer Youth Employment Programs was awarded (23-LCM-08) to Tioga County Department of Social Services from the Office of Temporary and Disability Assistance (OTDA); and

WHEREAS: The Office of Temporary and Disability Assistance has approved a plan for Broome Tioga BOCES to administer the Summer Youth Employment Program; therefore be it

RESOLVED: That the Department of Social Services be authorized to contract with Broome Tioga BOCES in an amount not to exceed \$110,623 for the period of July 5, 2023 to August 10, 2023; and be it further

RESOLVED: That upon approval of said contract funding be appropriated as follows:

From: A6010.446100 Federal Aid: Administration	\$ 120,623
To: A6010.540140 Contracting Expenses	\$ 110,623
To: A6010.540487 Program Expense	\$ 10,000

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 238-23 *APPROPRIATION OF FUNDS AND
AMEND 2023 BUDGET
SOCIAL SERVICES*

WHEREAS: Tioga County Department of Social Services has received a Rental Supplement Program (RSP) allocation to provide rental supplements to individuals and families, both with and without children, who are experiencing homelessness or are facing an imminent loss of housing, regardless of immigration status; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A6010.436100 State Aid: Social Services Admin \$ 124,850

To: A6010.540487 Program Expense \$ 124,850

And be it further

RESOLVED: That available funds on 12/31/23 of the original \$124,850 will be carried forward into the New Year:

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 239-23 *AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE
OF LAPTOPS AND DOCKING STATIONS FOR THE
ECONOMIC DEVELOPMENT & PLANNING
DEPARTMENT*

WHEREAS: The Economic Development & Planning Department has a need for laptops and docking stations; and

WHEREAS: The Economic Development & Planning Department would like to purchase two laptops and two docking stations and has received the recommended quote from the ITCS Department; and

WHEREAS: The Economic Development computer expense account, A6422-520090 does not have the funds available; and

WHEREAS: The Amending of Budget and Transfer of Funds from a contractual line to an equipment line requires Legislative approval; therefore be it

RESOLVED: That the Director of Economic Development & Planning be authorized to purchase the laptops and docking stations and complete the following budget transfer as follows:

From: A6422 - 540733 Training	\$ 900.00
A6422 – 540487 Program Expense-WDP	\$ 900.00
To: A6422 - 520090 Computer	\$1800.00

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 240-23 TRANSFER OF FUNDS
2023 BUDGET MODIFICATION FOR
PURCHASE OF EQUIPMENT
COUNTY CLERK

WHEREAS: The County Clerk's office has a need to purchase an additional recording scanner to improve efficiency; and

WHEREAS: Tioga County Fixed Asset policy requires the purchase of computer equipment to be invoiced from an equipment account; and

WHEREAS: The County Clerk has money in their budget for the purchase of this equipment and such funds need to be moved into an equipment account; therefore be it

RESOLVED: That the County Clerk be authorized to purchase the equipment at a total amount not to exceed \$369.00 and that the following sums be transferred:

From:	A1410 - 540520 Recording/Microfilm	\$369.00
To:	A1410 – 520621 Computer Equipment	\$369.00

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 241-23 APPROVE SOLE SOURCE PURCHASE
OF TRAFFIC SIGN & DESIGN SYSTEM AND
AMEND 2023 BUDGET AND TRANSFER OF FUNDS

WHEREAS: The plotter for the sign department in Public Works is 25 years old and is passed its useful life; and

WHEREAS: The Commissioner of Public Works received a quote for a new Traffic Sign & Design System from URW America for the amount of \$16,295.00; and

WHEREAS: Broome County and NYSDOT have made similar purchases and determined URW America to be a sole source vendor; and

WHEREAS: Legislative approval is required for all sole source purchases; and

WHEREAS: There are insufficient funds for this purchase in account D5110.520130; and

WHEREAS: Funds are available in account D5110.540260; and

WHEREAS: Legislative approval is needed to amend 2023 Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2023 Budget:

From: D5110.540260	Highway Supplies/Signs	\$16,295.00
To: D5110.520130	Equipment (Not Car)	\$16,295.00

And be it further

RESOLVED: That the Tioga County Legislature approve the purchase of the Traffic Sign & Design System from URW America in the amount of \$16,295.00 to be paid out of D5110.520130.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ITCS COMMITTEE
 PUBLIC WORKS COMMITTEE
 FINANCE COMMITTEE
 HEALTH AND HUMAN SERVICES COMMITTEE

RESOLUTION NO. 242-23 TRANSFER FUNDS AND
 PURCHASE SECURITY CAMERAS
 HHS BUILDING

WHEREAS: The County Information Technology and Communication Services Department has determined the need for security cameras at the Health and Human Services Building; and

WHEREAS: The purchase will be funded utilizing ITCS Capital Hardware Reserve funds which will be allocated into account H1621 520255; and

WHEREAS: Legislative approval is needed to amend or modify budget and appropriate funds; therefore be it

RESOLVED: That the following funds be transferred and the 2023 budget be modified as follows:

FROM:	H.387805	Capital Hardware Reserve	\$14,732.56
TO:	H1621.520255	Security Equipment	\$14,732.56

And be it further

RESOLVED: That the Tioga County Legislature authorizes the purchase of 8 Verkada CD61 Indoor Dome Cameras with 8, 10-year licenses from account H1621.520255.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 243-23 *MODIFY 2023 BUDGET AND
APPROPRIATION OF FUNDS
OFFICE OF EMERGENCY SERVICES*

WHEREAS: Legislative approval is needed to modify the 2023 budget and appropriation of funds; and

WHEREAS: The Office of Emergency Services has a need to transfer \$20,368 from the State Homeland Security Grant (SHS21) account and \$16,526.12 from the State Homeland Security Grant (SHS20) to partially fund the purchase of a vehicle; therefore be it

RESOLVED: That the 2023 budget be modified and appropriation of funds be made as follows:

FROM:	A3360.520130.SH21 Equipment not Car	\$20,368.00
	A3360.433567.SH21 Revenue	\$20,368.00
TO:	H3360.521060.SH21 Car/Truck	\$20,368.00
	H3360.433567.SH21 Revenue	\$20,368.00

AND

FROM:	A3360.520130.SH20 Equipment not Car	\$16,526.12
	A3360.4433567.SH20 Revenue	\$16,526.12
TO:	H3360.521060.SH20 Car/Truck	\$16,526.12
	H3360.433567.SH20 Revenue	\$16,526.12

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE COMMITTEE
 RESOLUTION NO. 244-23 AMEND 2023 BUDGET AND APPROPRIATE FUNDS FOR ARPA INTERFUND TRANSFERS

WHEREAS: The Office of the New York State Comptrollers issued a bulletin in October 2021 that describes the accounting for ARPA funds; and

WHEREAS: All ARPA funds are to be accounted for in the general fund; and

WHEREAS: Interfund transfers are to be used to fund ARPA capital expenditures; and

WHEREAS: The 2023 appropriation for ARPA in the capital fund is \$5,675,094.12; and

WHEREAS: Amending of the 2023 Budget and the appropriation of funds require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the appropriation of funds as follows:

FROM: A9950. 593715. M7674	Interfund Transfers-Capital	\$5,675,094.12
TO: H1340. 450310. M7674	Interfund Transfers	\$5,675,094.12

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 245-23 AMEND BUDGET & APPROPRIATE FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health has received notice of Year #3 award funding from New York State; and

WHEREAS: The award is designated for Creating Healthy Schools & Communities, which is a partnership between Broome and Tioga Counties; and

WHEREAS: Creating Healthy Schools & Communities is an area of focus for Public Health; and

WHEREAS: The funding will pass through Broome County to Tioga County Public Health; and

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

RESOLVED: That funding be appropriated as follows:

From: A4053 422800	Public Health: Local Grants	\$ 71,400
To: A4053 540640	Public Health: Supplies	\$ 71,400

And be it further

RESOLVED: That available funds on 12/31/23 of the original \$71,400 will be carried forward into the New Year.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 246-23 *BUDGET AMENDMENT FOR APPROPRIATION AND RECEIPT OF ADDITIONAL FUNDS FROM ABSENTEE BALLOT PRE-PAID POSTAGE GRANT PROGRAM*

WHEREAS: New York State enacted a grant program in 2022 to reimburse county boards of elections for expenses related to using postage-paid return envelopes for absentee voting; and

WHEREAS: The Tioga County Board of Elections entered into a contract for said grant program in 2022 and received reimbursement in 2023, authorized by the Legislature via Resolutions 248-22 and 32-23; and

WHEREAS: The enacted 2023 NYS Budget authorized an extension and re-appropriation of funds for the Absentee Ballot Pre-Paid Postage Grant through 12/31/2023; and

WHEREAS: With remaining funds from the 2022 grant plus the re-appropriation, the Tioga County Board of Elections is now eligible for reimbursement of up to \$22,350.92 for allowable expenses under this grant; therefore be it

RESOLVED: That the Tioga County Board of Elections is authorized to accept reimbursement under the Absentee Ballot Pre-Paid Postage Grant of up to \$22,350.92; and be it further

RESOLVED: That said additional funds shall be appropriated as follows:

From: A1450-439060	St. Aid-Elections	\$22,350.92
To: A1450-540490	Election Expense	\$22,350.92

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 247-23 *BUDGET AMENDMENT FOR APPROPRIATION AND RECEIPT OF ADDITIONAL FUNDS FROM TECHNOLOGY INNOVATION AND ELECTION RESOURCE GRANT PROGRAM*

WHEREAS: New York State enacted the Technology Innovation and Election Resource (TIER) Grant Program in 2021 to reimburse county boards of elections for expenses related to upgrading election technology and resources; and

WHEREAS: The Tioga County Board of Elections entered into a contract for said grant program in 2021 and received the allotted reimbursement for new voting equipment via Resolution 207-21; and

WHEREAS: The enacted 2023 NYS Budget authorized an extension and re-appropriation of funds for the TIER Grant through 01/28/2024; and

WHEREAS: The Tioga County Board of Elections is now eligible for reimbursement of an additional \$51,281.65 for allowable expenses under this grant; therefore be it

RESOLVED: That the Tioga County Board of Elections is authorized to accept additional reimbursement under the TIER Grant of up to \$51,281.65; and be it further

RESOLVED: That said additional funds shall be appropriated as follows:

From: H1450-439060	State Aid-Elections	\$51,281.65
To: H1450-520490	Capital Election Expense	\$51,281.65

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 248 -23 *AUTHORIZE SALARY ABOVE CSEA BASE FOR PROBATION OFFICER 1 (BRIANA WARD) PROBATION DEPARTMENT*

WHEREAS: Legislative approval is required to hire above the established CSEA salary base; and

WHEREAS: The Probation Director has identified a candidate to fill the Probation Officer 1 (CSEA SG XI, \$47,516 – 48,516) vacancy who is currently employed with Tioga County and who has over 3½ years of prior relevant work experience; therefore be it

RESOLVED: That Briana Ward is hereby provisionally appointed to the title of Probation Officer 1 at a yearly salary of \$48,516 effective retroactive to June 5, 2023, pending successful completion of civil service examination requirements.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 249-23 *AUTHORIZE OUT-OF-TITLE PAY PUBLIC HEALTH*

WHEREAS: Article 4, Section E of the current collective bargaining agreement allows for out-of-title pay if an employee performs the duties of a higher pay grade for more than 20 days; and

WHEREAS: The Senior Early Intervention Service Coordinator has been on an extended leave of absence starting on April 21, 2023; and

WHEREAS: At the request of the Public Health Director, Meagan Mertson, Early Intervention Service Coordinator (CSEA SG 10) has been carrying out the duties of Senior Early Intervention Service Coordinator as of April 21, 2023; and

WHEREAS: Legislative approval is required to authorize the payment of out-of-title salary at the applicable higher pay grade; therefore be it

RESOLVED: That the Tioga County Legislature authorizes out-of-title pay for Meagan Mertson, retroactive to April 21st, 2023 at an annual increase of \$1,943 for the duration of the assignment not to exceed August 31, 2023.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 250-23 AUTHORIZATION TO CREATE AND FILL
ONE, PART-TIME PRINCIPAL SOCIAL WELFARE
EXAMINER POSITION
SOCIAL SERVICES

WHEREAS: Legislative approval is required for the creation of new positions; and

WHEREAS: The Commissioner of Social Services has identified ongoing staffing needs within the Employment and Transitional Support Services Division due to the continuation of turnover and vacancies; and

WHEREAS: A Principal Social Welfare Examiner is retiring in the month of June 2023 who has expressed interest in returning as a part-time Principal Social Welfare Examiner; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the creation and filling of one, part-time Principal Social Welfare Examiner at an hourly rate of \$21.72 effective July 3, 2023; and be it further

RESOLVED: That the Department of Social Services' part-time headcount will increase from 9 to 10.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 251-23 *CREATE AND FILL PERMANENT, FULL-TIME
SENIOR CLINICAL SOCIAL WORKER
(SCHOOL/COMMUNITY BASED) POSITION
MENTAL HYGIENE*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The Mental Hygiene Department has received a request to provide services from the Waverly Central School District starting with the 2023/2024 school year; and

WHEREAS: The Director of Community Services is able to provide the level of services requested by retaining an additional Senior Clinical Social Worker (School/Community Based); and

WHEREAS: Funding for the position includes \$50,000 annually from a contract with Waverly Central School District and the balance from increased fee-for-service revenue; therefore be it

RESOLVED: That the Director of Community Services is hereby authorized to create one (1) permanent, full-time position of Senior Clinical Social Worker at an annual rate of \$64,931 (CSEA SG XVII) effective July 1, 2023 and be allowed to fill said position prior to the start of the 2023/2024 school year; and be it further

RESOLVED: That if an appropriate eligible list is not available, a provisional appointment may be made; and be it further

RESOLVED: That the Mental Hygiene Department's 2023 authorized full-time headcount shall increase from 35 to 36; and be it further

RESOLVED: That funding be appropriated as follows:

From: A4310 416200	Mental Health Fees	\$51,600.84
To: A4310 510010	Full Time Salary	\$32,465.50
A4310 581088	State Retirement Fringe	\$ 3,069.52
A4310 583088	Social Security Fringe	\$ 2,568.44
A4310 584088	Workers Compensation Fringe	\$ 636.61
A4310 585588	Disability Insurance Fringe	\$ 33.93
A4310 586088	Health Insurance Fringe	\$12,819.56
A4310 588988	Eap Fringe	\$ 7.28

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 252-23 *CREATE AND FILL PERMANENT, FULL-TIME
SENIOR CLINICAL SOCIAL WORKER
(SCHOOL/COMMUNITY BASED) POSITION
MENTAL HYGIENE*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The Mental Hygiene Department has received a request to provide services from the Tioga Center School District starting with the 2023/2024 school year; and

WHEREAS: The Director of Community Services can provide the level of services requested by retaining an additional Senior Clinical Social Worker (School/Community Based); and

WHEREAS: Funding for the position includes \$32,000 annually from a contract with Tioga Center School District and the balance from increased fee-for-service revenue; therefore be it

RESOLVED: That the Director of Community Services is hereby authorized to create one (1) permanent, full-time position of Senior Clinical Social Worker at an annual rate of \$64,931 (CSEA SG XVII) effective July 1, 2023, and be allowed to fill said position prior to the start of the 2023/2024 school year; and be it further

RESOLVED: That if an appropriate eligible list is not available, a provisional appointment may be made; and be it further

RESOLVED: That the Mental Hygiene Department's 2023 authorized full-time headcount shall increase from 34 to 35; and be it further

RESOLVED: That funding be appropriated as follows:

From: A4310 416200	Mental Health Fees	\$51,600.84
--------------------	--------------------	-------------

To:	A4310 510010	Full Time Salary	\$32,465.50
	A4310 581088	State Retirement Fringe	\$ 3,069.52
	A4310 583088	Social Security Fringe	\$ 2,568.44
	A4310 584088	Workers Compensation Fringe	\$ 636.61
	A4310 585588	Disability Insurance Fringe	\$ 33.93
	A4310 586088	Health Insurance Fringe	\$12,819.56
	A4310 588988	Eap Fringe	\$ 7.28

Legislator Standinger spoke. "Unfortunately, our youth are sometimes confused and need mental health assistance to get through whatever their issues are and having a school-based counselor is a positive thing. I think it is money well spent."

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 253-23 APPOINTMENT OF DEMOCRATIC DEPUTY
COMMISSIONER OF ELECTIONS

WHEREAS: Legislative approval is required for an appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The position of Deputy Commissioner of Elections (Democratic) has been vacant since April 26th, 2023; and

WHEREAS: The Democratic Election Commissioner has selected a candidate to fill said vacancy; therefore be it

RESOLVED: That Amber Duke shall be appointed as Deputy Commissioner of Elections effective June 19th, 2023, at an annual Management/Confidential salary of \$43,091.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 254-23 *AUTHORIZE APPOINTMENT OF BENEFITS MANAGER
(PERSONNEL DEPARTMENT)*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The Benefits Manager position will become vacant upon the retirement of the current incumbent, Amy Poff on July 1, 2023; therefore be it

RESOLVED: That the Personnel Officer is authorized to promote Alexander Freyvogel to the title of Benefits Manager, due to a successful training period, at an annual, Management/Confidential salary of \$55,000, effective July 3, 2023; and be it further

RESOLVED: That the vacant Benefits Manager Trainee position will become unfunded effective July 3, 2023.

Chair Sauerbrey spoke. “Amy Poff is retiring, and Alex is stepping into her position. Amy has done an amazing job for us all and we thank her for that.”

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 255-23 *AMEND RESOLUTION NO. 193-18 AS AMENDED BY RESOLUTION NO. 45-23; ADOPTION OF TIOGA COUNTY TITLE VI PLAN, ENVIRONMENTAL JUSTICE PLAN, LIMITED ENGLISH PROFICIENCY PLAN, DATA COLLECTION PLAN, ADA TRANSITION PLAN AND EMPLOYEE TRAINING PLAN*

WHEREAS: The Tioga County Legislature adopted the Tioga County Title VI Plan, Environmental Justice Plan, Limited English Proficiency Plan, Data Collection Plan, ADA Transition Plan, and Employee Training Plan by way of Resolution No. 193-18 on August 17, 2018, and amended the Plan by way of Resolution No. 45-23 on January 10, 2023; and

WHEREAS: Tioga County has applied for recertification of the County's Title VI Plan; and

WHEREAS: The Department of Transportation is requiring minor revisions to the County's Title VI Plan as follows:

- The content page needs to be updated to reflect the addition of "Letters"
- "Title VI Reporting" page incorrectly states the Personnel Director as the Title VI Coordinator instead of Personnel Officer; and
- "The Tioga County Title VI Plan Complaint Form" and "Title VI Notice to the Public" are required to include the name and address of the Federal Transit Authority; and
- The addition of "Letter Acknowledging Receipt of Complaint", "Letter Notifying Complainant that the Complaint Is Not Substantiated", and "Letter Notifying Complainant that the Complaint Is Substantiated" is to be added to the Tioga County Title VI Plan.

Therefore be it

RESOLVED: That Resolution No. 193-18 as amended by Resolution No. 45-23, the Tioga County Title VI Plan, is hereby amended as follows:

- The content page is updated to include “Complaint Procedures, Complaint Form, Letters”
- “Title VI Reporting” is updated to Personnel Officer and the appointment of the County Attorney’s designee as a Title VI Coordinator
- That Title VI Program Specialists are the Planning Director, the Deputy Commissioner of Social Services, the Commissioner of Public Works, and the Safety Officer
- “The Tioga County Title VI Plan Complaint Form” and “Title VI Notice to the Public” is updated with the name and address for the Federal Transit Administration
- “Letter Acknowledging Receipt of Complaint”, “Letter Notifying Complainant that the Complaint Is Not Substantiated”, and “Letter Notifying Complainant that the Complaint Is Substantiated” be added to the Tioga County Title VI Plan;

And be it further

RESOLVED: That the remainder of the Tioga County Title VI Plan remains unchanged.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standinger.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO:

PERSONNEL COMMITTEE

RESOLUTION NO. 256-23

AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES, SUBSECTION J.
MANAGEMENT/ CONFIDENTIAL VACATION AND
SECTION IV. PERSONNEL RULES, SUBSECTION K.
MANAGEMENT/CONFIDENTIAL BENEFITS

WHEREAS: The Tioga County Employee Handbook contains two subsections, j and k, covering benefits for the Management/Confidential group; and

WHEREAS: Rules governing the accrual and use of vacation time are divided between subsections j and k; and

WHEREAS: The Personnel Officer, Benefits Manager, and Benefits Manager Trainee have agreed that consolidation of the two policies is necessary to maintain continuity and conciseness of the Management/Confidential group's benefits; and

WHEREAS: There is currently no codified Bereavement Policy for the Management/Confidential group; therefore be it

RESOLVED: That the Management/Confidential Benefits Policy be amended in its entirety as follows:

j. MANAGEMENT/CONFIDENTIAL BENEFITS

(FORMERLY POLICIES #20 & #44)

TIOGA COUNTY MANAGEMENT/CONFIDENTIAL BENEFITS

- I. Wages
- II. Leave Accruals
- III. Leaves of Absence
- IV. Bereavement
- V. Retirement
- VI. Health & Dental Insurance
- VII. Disability Insurance
- VIII. Deferred Compensation
- IX. Employee Assistance Program (EAP)
- X. Tuition Reimbursement
- XI. Flexible Spending Program
- XII. Jury Duty

The following is an explanation of benefits available to Management/Confidential salaried employees. Any deviation from this policy must be authorized by the full Legislature, upon recommendation by the Personnel Office.

I. **Wages**

The expectation is that Management/Confidential employees will work the number of hours necessary to get their jobs done. During a State of Emergency, declared by either New York State or Federal government, in the discretion of the Department Head, Compensatory time or Overtime may be granted to those Management/Confidential employees who are required to work in excess of their standard work week for special projects, during weekends, or during normally scheduled paid or unpaid time off outside of regular business hours in response to the emergency. Salary ranges are reviewed annually to determine if adjustment is necessary. Individual salaries will be reviewed as needed.

Management/Confidential employees hired prior to August 1 shall have their January 1 increase based upon the evaluation done in August/September.

Management/Confidential employees hired on or after August 1 shall not receive an increase January 1 but shall have an evaluation conducted 6 months after their employment began. The increase received at that time shall be dependent upon the results of the evaluation and will not be retroactive. Justification for any rating above average on said evaluations must be submitted with the evaluation to the Personnel Office.

Exception: Salaries for employees of the Board of Elections shall be set by local resolution; said employees are not subject to performance evaluations. Further, regardless of date of hire, employees of the Board of Elections shall have their salaries adjusted effective January 1, in accordance with the aforementioned resolution.

II. **Leave Accruals**

All full-time Management/Confidential employees (except elected officials) are eligible for the following:

A. Vacation

- Accounting for vacation time shall be done by the Treasurer's Office through the County central computer on a per-pay period basis, as reported to the Treasurer's Office by the various departments.
- Vacation days are accrued on each employee's anniversary date, which is maintained by the Treasurer's Office. Anniversary dates are adjusted on a day for day basis for any

unpaid absence that has not been previously approved. No adjustment of the anniversary date shall occur if an unpaid medical leave is pre-approved and does not exceed one cumulative year (260 working days) in duration. Once pre-approved medical leave(s) exceeds one cumulative year, the anniversary date shall be adjusted on a day for day basis for all days in excess of 260. An unpaid leave of absence for non-Family/Medical Leaves reasons which is approved in advance shall result in adjustment of the employee's anniversary date as of day one.

- Vacation days cannot be used until they are actually accrued. Vacation time may be used in one-hour increments. If a half-day is used, 3 ½ hours will be charged.
- For employees hired without credit for relevant prior work experience, the following chart shall apply:

CHART 1:

<u>Years of Tioga County Service:</u>	<u>Vacation Days:</u>
Upon hire	0
6-month anniversary	5 days
1 year anniversary	10 days (minus any used between 6 months and one year)
2 year - 5-year anniversary	10 days
6 year - 12-year anniversary	15 days
13-year anniversary and over	20 days

- For those employees hired with credit for five or more years of relevant prior work experience who have not yet reached (as of December 1, 2000) the anniversaries indicated below, vacation will be accrued based upon the sum of the prior relevant work experience plus the total Tioga County experience, as follows:

CHART 2:

Prior Years Experience plus Tioga

<u>County Experience Upon Date of Hire:</u>	<u>Vacation Days:</u>
5*	10
6-12	15
13 and over	20

(*Employees with less than five years of prior relevant experience shall be considered to have no prior relevant experience, and therefore covered by Chart 1).

- Years of relevant prior experience shall be determined at the time of initial employment with Tioga County (within the Management/Confidential plan) by the Personnel Department and shall take into account all of an employee's relevant prior work experience. The judgment of the County in this matter shall be at its sole discretion and shall be final and binding on all parties concerned.
- Department Heads shall notify the Chair of the Legislature and Legislative Standing Committee Chair a minimum of ten (10) days in advance of their intent to use vacation time, per Section IV Personnel Rules, subsection a positions/leave time/vacancies Section V.B; this notification shall be in writing, for which email is acceptable.

The Department Head and second in command (as designated by the Department Head) shall not be on vacation at the same time for more than three (3) workdays without advance authorization from the Chair of the Legislature and Legislative Standing Committee Chair. It is the Department Head's responsibility to submit such requests in writing.

Any vacation leaves in excess of ten (10) workdays require prior approval of the Legislative Chair.

- All Other Management/Confidential Employees must file a written request for vacation a minimum of ten (10) working days in advance of the requested leave with the Department Head for all leaves over five (5) days in length. Leave of less than five (5) days duration may be granted within 24 hours'

notice. Exceptions to this may be granted by the Department Head, however, all requests for vacation leave must be approved by the Department Head.

- In no case shall an employee accrue more than 20 days' vacation on his/her anniversary date.
- No employee shall carry more than 40 days' vacation at any time. Therefore, the amount of vacation days an employee has on the books the day before his/her anniversary plus the number of days s/he is to accrue on his/her anniversary should equal 40 or less. Any days over 40 shall be immediately lost on the employee's anniversary.
- Exception: In the event unforeseen and unanticipated circumstances may cause an employee to have more than 20 days of vacation upon the day before his/her anniversary, a request to carry-over more than 20 days may be submitted by the employee to the Personnel Officer for review prior to the employee's anniversary date. In reviewing the request, the Personnel Officer shall consider what may have caused the situation (for example: staffing, special projects, and the employee's efforts to take vacation time during the preceding 12 months). In the event such request is approved, the employee will be allowed to carry more than 20 days over but will be required to use the extra days by the date 6 months after his/her anniversary. Any extra days remaining 6 months after the anniversary date will be lost. In the event the request is denied or if an employee has more than 20 days' vacation on the day before his/her anniversary and has not submitted a request, the balance will be reduced to 20 days as indicated in Section III.2. Requests received by Personnel on or after the employee's anniversary date will be denied.
- There will be no payment in lieu of vacation while the incumbent is employed by Tioga County.
- Any unused vacation time plus a portion of the coming year's accrual shall be paid for upon separation from the County. Employees granted vacation upon hire based upon qualifying prior work experience must work a minimum of twelve (12)

months for Tioga County in order to be eligible for payment of the pro-rated portion of the coming year's vacation accrual.

- Employees are required to give at least 10 working days advance notice of their resignation or retirement, or forfeit any and all pay for earned vacation time. In determining whether this requirement is met, it will be assumed that all employees work a Monday through Friday schedule. The Personnel Officer, upon consultation with the Department Head, may make an exception.
- An employee who leaves employment and is rehired more than six (6) months after separation shall be considered a new hire and payment of accrued vacation upon initial separation will be taken into account when determining vacation allowance upon rehire.
- An employee who leaves and is rehired within six (6) months shall have his/her anniversary date adjusted to account for the time not employed by Tioga County.

B. VACATION SELLBACK

Full-time employees who have been employed full-time by Tioga County for at least 10 consecutive years may sell back Vacation days in accordance with the following parameters:

- A maximum of 5 days of Vacation may be sold back per budget year.
- A balance of at least 10 days of Vacation must exist after the sell-back occurs; if a Vacation balance of at least 10 days does not exist at the time the pay-out occurs, the sellback is nullified, and the pay-out will not occur.
- An employee must notify their Department Head (in the case of a Department Head selling back time, they notify the Chair of the Legislature) of their intent to sell-back Vacation days and how many by August 1 using the prescribed form; pay-out for the time will occur the following January in the second paycheck issued.

- An employee whose anniversary date falls between August 1 and January 1 may submit a notice in anticipation of Vacation time being received prior to the January pay-out.

C. PERSONAL TIME

- Each Management/Confidential employee shall receive three (3) Personal Days on January 1. Those employees who complete ten (10) years of service with Tioga County shall receive a fourth Personal Day on their 10th anniversary, and then four (4) Personal Days each January 1 thereafter.
- Personal days granted upon hire shall be pro-rated for the first year based upon the following chart:

<u>Date of Hire:</u>	<u>Personal Days:</u>
January 1 through April 30	3
May 1 through August 31	2
September 1 through November 30	1
December 1 or after	0

- Personal Days cannot be carried over from year to year.
- Requests to use Personal Days must be approved in advance by the Department Head and must be used in no less than quarter hour increments.
- Personal days are not compensated for at time of separation.

D. SICK TIME

- Management/Confidential employees shall earn one sick day (reported in the appropriate number of hours) per month, up to a maximum of 262 days.
- Sick time is credited on the 28th of each month and is available for use immediately. An employee hired on or before the 15th of the month shall receive a sick day for that month. An employee hired after the 15th of the month will not receive a sick day until the 28th day of the month following employment.
- An employee on a leave of absence without pay for five (5) days or more within a given month shall not receive a sick day for that month.

- Sick leave may be used in quarter-hour increments.
- Sick leave may be used for illness of an employee's immediate family member (spouse, child, sibling, parent, parent-in-law, child-in-law, grandparent, grandchild, or step relative), as well as for the employee's own illness.
- Upon retirement directly into the NYS & Local Employees Retirement System, a portion of an employee's accumulated unused sick days may be counted as additional service credit, in accordance with Section 41j of Retirement Law. If upon retirement an employee qualifies to carry Tioga County health insurance into retirement and has more sick days accrued than can be applied under Section 41j, the employee may apply the remaining sick days (whole days only) toward payment of their Tioga County retiree health insurance contributions. For each sick day over the Section 41j allowance, the employee shall receive one credit, and each credit can be used to reduce their contribution by \$100. **The credit otherwise has no cash value.** This credit will be applied toward the retiree's contributions toward health insurance premiums until it has been depleted, at which time the retiree will then become responsible for payment of said contributions in order to continue coverage. This credit can only be used toward the health insurance contributions for Tioga County sponsored retiree health care plan and shall cease upon the death of the retiree.
- Sick days are not compensated for at time of separation.
- A sick day shall not be earned for any month in which an unpaid absence of 5 or more working days occurs or any unauthorized leave (paid or unpaid) occurs.

E. HOLIDAYS

- Tioga County shall observe the following legal holidays:
 - New Year's Day
 - Martin Luther King's Day
 - President's Day
 - Memorial Day

Independence Day

Labor Day

Columbus Day

Veteran's Day

Thanksgiving Day

Day After Thanksgiving

Christmas Day

- Should any of these legal holidays fall on a Saturday, the holiday shall be observed on the preceding Friday. If any of these holidays fall on a Sunday, the holiday shall be observed on the following Monday.

- In addition to the legal holidays listed above, each employee shall be entitled to two (2) floating holidays each calendar year. The floating holidays may be used in one-hour increments and cannot be carried over from year to year. If a half-day is used, 3 ½ hours will be charged.

- For their first calendar year of employment, employees shall be credited with floating holidays in accordance with the following chart, based upon date of hire:

<u>Date of Hire:</u>	<u>Floating Holidays:</u>
January 1 – May 15	2 days
May 16 – September 30	1 day
October 1 or after	0 days

- To be qualified for the payment of the holidays included in this section, an employee must be on the payroll the workday immediately preceding **and** following the holiday.
- Any unused floating holiday(s) shall be paid for upon separation from the County.

F. OVERTIME/COMPENSATORY TIME

- For eligible employees, straight time will be applied for hours 36-40 and eligible employees that work over 40 hours per week will be compensated at the time and one-half rate or receive time and one-half compensatory time.
- Compensatory time may be accumulated to a maximum of one hundred forty (140) hours of regularly scheduled work week hours.
- For eligible employees, working Compensatory Time or Overtime must be pre-approved by the Department Head or designee. The decision to pay overtime to eligible employees or award compensatory time to eligible employees will be at the discretion of the Department Head.
- An eligible employee must submit the request to Working Additional Hours between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday to their Department Head or designee for approval purposes prior to working the hours. If the eligible employee is unable to make the request prior to working the hours, the request should be submitted the next working day during business hours. If an eligible Department Head must work additional hours, the eligible Department Head must submit the request for Working Additional Hours between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday to the Chair of the County Legislature for approval purposes prior to working the hours. If the eligible Department Head is unable to make the request prior to working the hours, the request should be submitted the next working day during business hours.
- Compensatory time may be used with the approval of the Department Head or designee. Compensatory time may be used in increments of no less than one (1) full hour, subject to approval from the eligible employee's Department Head or designee. Use of Comp time may be in conjunction with use of other leave time such as vacation, personal leave, bereavement leave, or holiday time off.
- There will be no carry-over of Compensatory time beyond 365 days. After 365 days, any unused Compensatory time shall be paid out at the appropriate rate.

- The above revisions in subsection E, titled Overtime/Compensatory Time shall be effective retroactive to September 1, 2020, with the remainder of the policy unchanged.

III. LEAVES OF ABSENCE

Management/Confidential employees' requests for a leave of absence shall be considered on an individual basis.

Requests for medical leave should be handled in accordance with Section IV Personnel Rules, subsection i: Family and Medical Leave.

Leaves for non-medical reasons and leaves which do not qualify for Family/Medical Leave shall be handled in the following way: Department heads shall submit their written requests to their Statutory Committee. All other Management/Confidential employees shall submit their written requests to their department head. The Statutory Committee/Department Head may approve leaves up to 60 working days in length. Leaves of more than 60 working days require approval of the Legislative Committee, in accordance with Section IV Personnel Rules, subsection a positions/leave time/vacancies.

Upon request, Employees shall be granted up to one year of unpaid maternity leave.

Failure to return to work upon the expiration of a leave of absence is deemed a resignation, in accordance with Tioga County Policy 1.

IV. BEREAVEMENT

Upon the death of a child, husband, wife, domestic partner, parent or sibling, the County employee involved shall be entitled to five (5) working days with pay. When working four (4) ten-hour days, Public Works employees shall be granted forty hours of bereavement leave.

For this clause, the term "child" includes the employee's natural child, stepchild or any other child who has resided with the employee and for whom the employee has been the primary care provider, both financially and emotionally for such child.

For this clause, the term "domestic partner" includes a person:

- In a committed relationship with the employee.
- Over 18 years of age.
- Not married to the employee or another person.

- Has shared combined residence for at least one year with the employee.
- Who is financially interdependent with the employee.

The employee must be able to provide documentation of their financial interdependence which is acceptable to the Personnel Officer.

- A. Upon the death of a father-in-law, mother-in-law, son-in-law, daughter-in-law, grandparent, grandchild or step-relations, any County employee shall be entitled to three (3) working days with pay. When working four (4) ten-hour days, Public Works employees shall be granted thirty hours of bereavement leave.
- B. Leaves for family deaths not covered by sub-section 1 or 2 above may be granted with Department Head approval and deducted from any accumulated benefit time, subject to all other provisions.

V. RETIREMENT

All Management/Confidential salaried employees are eligible to become members of the NYS Employee's Retirement System. Most full-time employees are required to join. Membership for part-time employees may be optional.

Retirement eligibility criteria varies by Tier, as do the benefits. Detailed information about each Tier is available from the Personnel Office.

VI. HEALTH & DENTAL INSURANCE

Eligibility: All full-time employees, Elected Officials (except Coroners), part-time Attorneys (except those in the Treasurer's Office) and part-time Dentists are eligible to participate in the Health/Dental/Vision programs.

Date of Coverage: Employees hired on the first of the month or the first workday of the month shall have their coverage effective immediately. Employees hired after the third of the month shall have coverage effective the first of the month following their employment. If an employee fails to enroll in the health insurance program within 30 calendar days of employment, then s/he must wait until an open enrollment period, which occurs annually in November for January coverage. Also, employees who wish to change from Individual to Family coverage must also wait for said open enrollment periods.

Tioga County currently provides health insurance through Excellus Blue Cross/Blue Shield of Central New York but maintains the right to change providers at will.

<u>Employee Contributions:</u>	<u>Contributions (% of Premium)</u>
Legislators	15%
Full-time	15%
4 day/week Attorneys	15%
Part-time Attorneys	20%
Part-time Dentists	25%

These payroll deductions shall be taken from pre-tax earnings unless an alternative election is made.

An employee on a leave of absence without pay due to medical reasons shall only pay his/her normal contribution toward the health insurance for the first 6 months. Thereafter, the employee is responsible for 100% of the monthly premium.

An employee on a leave of absence without pay for non-medical reasons shall be responsible for 100% of the monthly premium as of day 1.

A prescription card is included in the medical plan and requires employees to pay \$5 for generic drugs, \$35 for common brand name drugs, or \$70 for new brand name drugs. Some exceptions may be required by NYS regulations and Excellus Blue Cross/Blue Shield. Drug categorization to be determined by Excellus Blue Cross/Blue Shield. Blue Cross/Blue Shield's "Gap Pricing" shall be in effect for all prescriptions.

The Health Reimbursement Accounts shall be funded by the County at the following levels:

Individual: \$2,600

Family: \$5,200

Any eligible employee who enrolls in the Dental and/or Vision plan(s) shall be required to pay 100% of the premium(s). Said premium payments shall be processed as pre-tax deductions.

Booklets detailing the complete coverage provided by the health, dental, and/or vision programs are available from the Personnel/Civil Service Office.

VII. DISABILITY INSURANCE

Tioga County provides a Short-term Disability program. This program provides qualified employees with 60% of their gross salary, up to a maximum of \$170 per week for a maximum of 26 weeks in a calendar year. The County maintains the right to change carriers at any time. All full-time employees except elected officials are eligible for this benefit.

VIII. DEFFERRED COMPENSATION

Tioga County offers employees the opportunity to allocate pre-tax earnings to a mutual fund of the employee's choice through a tax deferred savings plan. Employees may invest a minimum of \$10 per pay period, up to a maximum established by the IRS. Enrollment in this plan can occur at any time. All Management/Confidential employees are eligible to participate in the Deferred Compensation Plan.

This deferred compensation plan is approved under Section 457 of the IRS codes. Because Tioga County is a public employer, matching contributions from the employer is prohibited.

IX. EMPLOYEE ASSISTANCE PROGRAM (EAP)

Tioga County currently offers an EAP to all employees. The program provides for up to 8 free counseling sessions for employees and/or members of their household. The counseling sessions are confidential. Issues the EAP can help with include but are not limited to family and/or marital conflict, drug and/or alcohol abuse and dependency, emotional distress, financial hardship, grief, depression, eating disorders, and legal difficulties. The phone number to call 24 hours a day is 1-800-327-2255.

X. TUITION REIMBURSEMENT

Full-time employees who have passed their probationary period are eligible for reimbursement of 50% of tuition costs of job-related courses if prior approval is received from the appointing authority and the Personnel Office and the course is successfully completed. Request forms are available from the Personnel Office. In order to receive reimbursement, a copy of the tuition receipt and the grade report for the school must be submitted. Reimbursement shall be limited to 8 credit hours per calendar year."

Upon request for tuition reimbursement/course approval, the employee shall enter into a contract with Tioga County which requires continued employment with Tioga County for at least one year following receipt of the reimbursement. The contract shall provide that in the event the employee separates employment for any reason with Tioga County within one year of receipt of the reimbursement, then Tioga County is entitled to be reimbursed for the entire amount of the tuition paid on behalf of the employee during the previous year, and that sum shall be deducted from the employee's last paycheck. No refund is due to the County if an employee is laid off within one year of receiving tuition reimbursement.

XI. FLEXIBLE SPENDING PROGRAM

All salaried Management/Confidential employees who have passed probation are eligible to participate in the Flexible Spending Program. The Flexible Spending Program allows participants to set aside pre-tax earnings to pay out of pocket medical and dependent care expenses. Enrollment in the dependent care program is possible upon hire, however enrollment in the medical program is allowed only after *passing the probationary period*. Participation in the program is voluntary. Enrollment is allowed only at the end of one's probationary period or at the end of each calendar year. Annual renewal of enrollment is required. Brochures and enrollment forms are available from Personnel.

XII. JURY DUTY

Any full-time employee called to Jury Duty will receive his/her regular salary minus any jury pay and will not be required to use leave time to cover said absence(s).

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 257-23 AMEND EMPLOYEE HANDBOOK:
SECTION VI. TRAVEL PROCEDURES,
SUBSECTION VII. MEAL ALLOWANCES,
NEW PARAGRAPH G. MEALS PURCHASED
WITH PURCHASE CARD

WHEREAS: Section VI. Travel Procedures, Subsection VII. Meal Allowance was last updated on January 1, 2023, and is in need of further revision for clarification on Using the Purchase Card; and

WHEREAS: The policy revision will clarify the intended use of a Purchase Card in place of requesting per-diem; therefore be it

RESOLVED: That Section VI. Travel Procedures, Subsection VII. Meal Allowance is hereby amended to add new Paragraph G. as follows:

G. Purchase Card can be used for meal purchases only if per-diem will **not** be requested. Meals purchased with the Purchase Card should be in accordance with Section VI. Travel Policy and Procedures, Subsection VII. Meal Allowances and follow the appropriate NYS Standard Rates or Out-of-State GSA Rates (A, B) and time of travel (C).

- If a Purchase Card is used in place of requesting per-diem, the tax-exempt form must be presented at time of purchase. If the vendor refuses to abate the tax or a credit cannot be obtained, the user is responsible to reimburse Tioga County all sales tax.
- If a Purchase Card is used in place of requesting per-diem the cardholder is not entitled to the full daily rate and must follow the Meal Reimbursement Allowance Breakdown Rates. The cardholder will be responsible for reimbursing any exceeding amounts to Tioga County. (I.e., Meal purchased at 10am for \$20 exceeds the breakfast rate of \$14 (NYS) cardholder is responsible for reimbursing \$6 to Tioga County.)

a. A personal check made payable to the Tioga County Treasurer should be included with the paperwork required for submission to the County Auditor.

And be it further

RESOLVED: That the remainder of this policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 258-23 *AMEND EMPLOYEE HANDBOOK:
SECTION VII. PURCHASING AND PAYMENT POLICY,
SUBSECTION III. PURCHASING CARDS, USING THE
PURCHASE CARD, PARAGRAPH E. MEALS
PURCHASED WITH CARD*

WHEREAS: Section VII. Purchasing and Payment Policy, Subsection III. Purchasing Cards was last updated on March 14, 2023, and is in need of further revision for clarification in Using the Purchase Card, Paragraph E. Meals Purchased with Card; and

WHEREAS: The policy revision will clarify the intended use of a Purchase Card in place of requesting per-diem; therefore be it

RESOLVED: That Section VII. Purchasing and Payment Policy, Subsection III. Purchasing Cards, Using the Purchase Card, Paragraph E. Meals Purchased with Card is hereby amended as follows:

E. Purchase Card can be used for meal purchases only if per-diem will **not** be requested. Meals purchased with the Purchase Card should be in accordance with Section VI. Travel Policy and Procedures, Subsection VII. Meal Allowances and follow the appropriate NYS Standard Rates or Out-of-State GSA Rates (A, B) and time of travel (C).

- If a Purchase Card is used in place of requesting per-diem, the tax-exempt form must be presented at time of purchase. If the vendor refuses to abate the tax or a credit cannot be obtained, the user is responsible to reimburse Tioga County all sales tax.

- If a Purchase Card is used in place of requesting per-diem the cardholder is not entitled to the full daily rate and must follow the Meal Reimbursement Allowance Breakdown Rates. The cardholder will be responsible for reimbursing any exceeding amounts to Tioga County. (I.e., Meal purchased at 10am for \$20 exceeds the breakfast rate of \$14 (NYS) cardholder is responsible for reimbursing \$6 to Tioga County.)

a. A personal check made payable to the Tioga County Treasurer should be included with the paperwork required for submission to the County Auditor.

And be it further

RESOLVED: That the remainder of this policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 259-23 *AMEND EMPLOYEE HANDBOOK:
ADD NEW POLICY TO SECTION IX. SAFETY RULES;
SUBSECTION P. ENTITLED SUN SAFETY PLAN*

WHEREAS: The “New York State Public Employee Sun Safety Law” was enacted on August 18, 2006 as an amendment to Section 218-a of the New York State Labor Law. The law requires New York State public employers to provide sun safety information to employees who spend more than a total of 5 hours per week outdoors; and

WHEREAS: Employees who work outside in the sun are more at risk to skin exposures that may include blemishes, sun freckles and wrinkles. Continued exposure to sun over time can cause damaged skin to become cancerous; and

WHEREAS: The Safety Officer in cooperation with Tioga County Public Health has written a policy to address training and to advocate for sun safety measures for Tioga County employees; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the adoption of the Sun Safety Plan; and be it further

RESOLVED: That the Employee Handbook is hereby amended to add a new policy to Section IX, Subsection p. entitled Sun Safety Plan.

p. SUN SAFETY PLAN

SUN SAFETY PLAN

CONTENTS:

- I. INTRODUCTION
- II. PURPOSE
- III. POLICY APPLICATION
- IV. ENVIRONMENTAL CONTROLS
- V. TRAINING AND COMMUNICATION
- VI. POLICY EVALUATION

I. INTRODUCTION

This Sun Safety Plan is established to promote skin cancer prevention technology, promote sun safety measures and to comply with applicable NYS Labor Law requirements.

II. PURPOSE

Occupational sun safety programs are a critical component of national efforts to prevent skin cancer, given outdoor workers' increased risk for skin cancer. Encouraging and providing examples of good sun safety behaviors in outdoor workers helps create a healthy and safe workforce.

III. POLICY APPLICATION

This policy applies to all departments where outdoor work assignments are required and there is a risk of exposure to UV radiation as a result of these activities.

IV. ENVIRONMENTAL CONTROLS

Hats, Protective Clothing, Sunglasses and Sunscreen: For all outdoor activities employees will be encouraged to wear sun protective clothing that includes full brimmed hats, long sleeve shirts and pants, sunglasses that offer full spectrum protection from UVA and UVB rays and carry and use sunscreen and lip balm with a minimum of SPF 15.

V. TRAINING AND COMMUNICATION

All outdoor employees will receive annual sun safety training. Sun safety policy guidelines will be communicated through posters, pamphlets, newsletters and meetings.

VI. POLICY EVALUATION

Evaluation of this policy will be ongoing as a collaborative effort between the Safety Officer and Public Health.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Legislator Monell made a motion to bring forth one late-file resolution for Legislature consideration, seconded by Legislator Flesher. Motion carried.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 260-23

*AMEND BUDGET AND APPROPRIATE FUNDS;
STRENGTHENING PUBLIC HEALTH
INFRASTRUCTURE & WORKFORCE
PUBLIC HEALTH*

WHEREAS: Tioga County Public Health (TCPH) received funding specifically for strengthening our Public Health Infrastructure and Workforce; and

WHEREAS: The funding is intended to allow for the recruitment and retention of Public Health employees following the challenging impacts on Public Health workers during the Covid-19 pandemic; and

WHEREAS: TCPH intends to use the funding in both direct and indirect incentives, to include both financial rewards for staff and upgraded technology and training opportunities; and

WHEREAS: TCPH has developed a plan for both working with the Personnel Officer and Chief Information Officer; and

WHEREAS: TCPH has worked with the Personnel Officer, the County Attorney and the Civil Service Employees Association (CSEA) toward a Memorandum of Agreement (MOA) for the financial rewards portion for TCPH staff; and

WHEREAS: Legislative Approval of MOA is required by way of this resolution prior to executing; and

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

RESOLVED: That the Legislative Chair and Public Health Director are authorized to sign the County approved MOA with CSEA; and be it further

RESOLVED: That funding be appropriated as follows:

From:	A4011 444010-SPHIW	Public Health: State Aid	\$106,331
To:	A4011 510050-SPHIW	Public Health: Personal Serv. Other	\$101,251
	A4011 520090-SPHIW	Public Health: Equip./Computers	\$ 2,540
	A4011 540487-SPHIW	Public Health: Program Supplies	\$ 2,540

And be it further

RESOLVED: That available funds on 12/31/23 of the original \$106,331 will be carried forward into the New Year.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislator Weston.

RESOLUTION ADOPTED.

Meeting was adjourned at 12:28 P.M.

ROLL CALL VOTE

Yes – Legislators Brown, Ciotoli, Flesher, Sauerbrey, Mullen, Roberts, Standing, and Weston.

No – None.

Absent – Legislator Monell.

RESOLUTION ADOPTED.

Meeting was adjourned at 10:05 A.M.

Seventh Regular Meeting
July 11, 2023

The Seventh Regular Meeting of 2023 was held on July 11, 2023 and was called to order by the Chair at 12:00 P.M. All nine Legislators were present.

Chair Sauerbrey asked Legislator Ciotoli to have a moment of prayer. "Dear God, thank you for allowing us to meet today. Please guide over us as we make decisions for the people of Tioga County."

Legislator Ciotoli led all Legislators and those in attendance in the Pledge of Allegiance.

There were 6 people in attendance.

There was no privilege of the floor.

Legislator Monell made a motion to approve the minutes of June 13 and 22, 2023, seconded by Legislator Mullen and carried.

Chair Sauerbrey made the following temporary appointment to the Personnel Legislative Standing Committee:

Legislator William Standinger – 7/11 – 12/31/23

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Mullen introduced Local Law Introductory No. B of 2023.

Local Law Filing	New York State Department of State 41 State Street, Albany, NY 12231
------------------	---

County of Tioga

Local Law No. X of the Year 2023.

A Local Law providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-a of the Real Property Tax Law.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: PURPOSE

The Tioga County Legislature has determined that attracting and retaining quality volunteer firefighters and ambulance workers is a key component in providing for

the safety and welfare of County residents, but also presents a significant challenge throughout the municipalities of the County.

The Tioga County Legislature has also determined that real property tax exemptions are an appropriate way to recognize the sacrifice and dedication of volunteer firefighters and ambulance workers and are an appropriate tool to help recruit and retain these volunteers.

Accordingly, it is the purpose of this Local Law to adopt the Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-a of the Real Property Tax Law.

SECTION 2: REAL PROPERTY TAX EXEMPTION

Real Property owned by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated volunteer ambulance service, or by such enrolled member and their spouse, shall be exempt for ten percent (10%) of the assessed value of their property for calculation of real property taxes for the County of Tioga, exclusive of special assessments.

SECTION 3: ELIGIBILITY REQUIREMENTS

Such exemption shall be granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, provided that:

- A. The volunteer firefighter or ambulance worker resides in the County of Tioga, and the County of Tioga is served by such incorporated fire company, fire department, or incorporated voluntary ambulance service; and
- B. The property is owned by the volunteer firefighter or ambulance worker, including property owned jointly with their spouse; and
- C. The property is the primary residence of the volunteer firefighter or ambulance worker; and
- D. The property is used exclusively for residential purposes, provided, however, that in the event any portion of such property is not used exclusively for the applicant's residence, but is used for other purposes, such portion shall be subject to taxation, and the remaining portion only shall be entitled to the exemption provided by this Local Law; and

- E. The volunteer firefighter or ambulance worker is certified by the authority having jurisdiction as an enrolled member of such an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; and
- F. The volunteer firefighter or ambulance worker meets the minimum service requirement established by the County of Tioga for exemption from Tioga County real property taxes, which is hereby established as two (2) years of service.

SECTION 4. LIFETIME EXEMPTION

Any eligible enrolled member who accrues more than 20 years of active volunteer service, as certified by the authority having jurisdiction, shall be granted the ten percent (10%) exemption, as authorized by this Local Law, for the remainder of their life, as long as their primary residence is located within the County of Tioga.

SECTION 5: UN-REMARIED SURVIVING SPOUSE OF ENROLLED MEMBER KILLED IN THE LINE OF DUTY

The un-remarried surviving spouse of a deceased enrolled member, as certified by the authority having jurisdiction, is qualified to continue to receive the ten percent (10%) exemption, as long as the deceased volunteer had been an enrolled member for at least five (5) years of service and had been receiving the exemption prior to their death.

SECTION 6: UN-REMARIED SURVIVING SPOUSE OF ENROLLED MEMBER WITH LIFETIME EXEMPTION

The un-remarried surviving spouse of a deceased enrolled member, as certified by the authority having jurisdiction, who had been receiving a lifetime exemption as a result of accruing over twenty (20) years of service is qualified to continue to receive the ten percent (10%) exemption as long as the deceased volunteer had been receiving the exemption prior to their death.

SECTION 7: CERTIFICATION AND APPLICATION PROCESS

- A. The volunteer firefighter and ambulance service organizations in the County of Tioga are responsible for certifying which members, and un-

- remarried surviving spouses, are qualified for the ten percent (10) real property tax exemption.
- B. The volunteer firefighter and ambulance service organizations in the County of Tioga must annually submit to the appropriate Town Assessor, by the last business day on or before January 31st, a list of members, and un-remarried surviving spouses, who they have certified as eligible to receive the real property tax exemption.
- C. The volunteer firefighter and ambulance service organizations in the County of Tioga must annually provide to their members, and un-remarried surviving spouses, upon request, a certification of the member's or un-remarried spouse's eligibility for the real property tax exemption, to include the number of years of service, confirmation of enrollment as of the date of certification, or date of death, and the address of the residence.
- D. Members or un-remarried surviving spouses not receiving a lifetime exemption must file, annually, on or before taxable status date of March 1st, an application for this exemption with the appropriate Town Assessor. The Town Assessor will have the proper form and instructions, as prescribed by the New York State Commissioner of Taxation and Finance.
- E. Members or un-remarried surviving spouses receiving a lifetime exemption do not need to file annually, so long as their eligibility status is unchanged.

SECTION 8: NO DIMINUTION OF BENEFITS

No applicant who is a volunteer firefighter or ambulance worker who by reason of such status is receiving any benefit under the provisions of the law on the effective date of this Local Law shall suffer any diminution of such benefits because of the provisions of this Local Law.

SECTION 9: SEVERABILITY

If any clause, sentence, phrase, paragraph, subdivision, section, rule or part of this ordinance shall be adjudged by any Court or Agency of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, phrase, paragraph, subdivision, section, rule or part thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 10: EFFECTIVE DATE

This Local Law will take effect on January 1, 2024, and shall apply to taxable status dates occurring on or after such date.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 262-23 *SCHEDULE PUBLIC HEARING
LOCAL LAW INTRODUCTORY NO. B OF 2023*

RESOLVED: That a Public Hearing shall be held on Thursday, July 20, 2023 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY 13827 on Local Law Introductory No. B of 2023 A Local Law Providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-a of the Real Property Tax Law. All persons desiring to present written or oral comments may do so at said time.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 263-23 *RESOLUTION URGING THE GOVERNOR TO VETO
A.04282B/S.3505B TO MOVE CERTAIN LOCAL
ELECTIONS TO EVEN-NUMBERED YEARS*

WHEREAS: The Tioga County Legislature believes that increasing participation in the election process and reducing costs of government operations is good for our republic; and

WHEREAS: Assembly Member Amy Paulin and State Senator James Skoufis re-introduced legislation that would move local elections to even-number years during the 2023 Legislative session; and

WHEREAS: Versions of this legislation were introduced in previous years and failed to reach the floor for a vote due to lack of support; and

WHEREAS: After the 2022 Legislative session concluded, the bill sponsor indicated that hearings would be held on the proposal through the Election Committee process; however, there were no hearings held; and

WHEREAS: The legislation passed in the middle of the night on the last days of the Legislative session which is counter to the idea of an open and transparent government; and

WHEREAS: The Tioga County Legislature has several concerns with this bill; and

WHEREAS: This legislation usurps the Home Rule powers reserved by local governments and protected by the Constitution of the State of New York, raising questions of legality and constitutional authority; and

WHEREAS: Local municipalities have had the ability to change their elections to even-number years for decades, and chose not to do so; and

WHEREAS: We believe that establishing the schedule of local elections is the right of the local government, and has been for more than 100 years; and

WHEREAS: The Assembly Bill sponsor indicated that she had not received any messages of support for this proposal from any of the 57 Counties and 933 Towns across New York State impacted by this legislation; and

WHEREAS: This legislation excludes more than half of all New Yorkers who vote in cities and villages from the changes to election law, creating an inequity among New York voters; and

WHEREAS: This legislation unfairly excludes the elections to offices in New York City and all other cities and villages in New York State, as well as certain offices within all counties and towns; and

WHEREAS: The proposed legislation circumvented the legislative committee process during this session, limiting public input and understanding of the impacts; and

WHEREAS: There has been no financial analysis or operational analysis of the impacts on local Boards of Elections; and

WHEREAS: There are concerns that the current election and ballot counting technology would not be able to adequately meet the demands of the significantly increased ballot size; and

WHEREAS: This will create confusion amongst voters in towns and counties across New York State; and

WHEREAS: Separating the elections affords voters more time and focus to better understand important local issues and provides candidates the appropriate platforms to explain their stance on issues without having to compete against national and state level campaigns; and

WHEREAS: Moving local elections to even-numbered years would increase the cost of campaigns for local office, reducing the number of candidates willing to invest funds into their own campaign, because the cost of media will increase to compete with national and state level campaign advertisements; and

WHEREAS: There are significant legal and constitutional questions regarding the legality of this measure that have not been adequately addressed; therefore be it

RESOLVED: That the Tioga County Legislature urges the Governor to oppose this legislation and utilize her veto authority to reject this proposal; and be it further

RESOLVED: That copies of this resolution be distributed by the Clerk of the Tioga County Legislature to Governor Kathy Hochul, Senate Majority Leader Andrea Stewart-Cousins, Assembly Speaker Carl Heastie, Senate Minority Leader Robert Ort, Assembly Minority Leader William Barclay, Assembly Bill Sponsor Amy Paulin, Senate Bill Sponsor James Skoufis, Senator Thomas O'Mara, Assemblyman Christopher Friend, and the New York State Association of Counties.

Legislator Standinger spoke. "We have been having staggered term elections for the Legislature for quite some time and it seems to work well for us. Under Home Rule, there is no reason the State needs to stick their nose into it, in my opinion."

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 264-23 APPOINT NEW YOUTH BOARD MEMBER TERM
YOUTH BUREAU

WHEREAS: The Tioga County Youth Board is organized as an advisory body to the Tioga County Youth Bureau; and

WHEREAS: The purpose of the Youth Board is to carry out the provision of Section 95 of the General Municipal Law of the State of New York and Resolution No. 140 of 1981 of the Tioga County Legislature; and

WHEREAS: The Tioga County Youth Board Bylaws provides for representatives to the Youth Board be appointed by the County Legislature; and

WHEREAS: The County Legislature previously appointed members to the Youth Board under Resolution No. 60-19 and vacancies exist; therefore be it

RESOLVED: That the following representative be appointed as a member of the Tioga County Youth Board with the corresponding term of office as follows:

NAME	TERM
Tara Hauptfleisch	7/1/2023 – 5/30/2026

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC SAFETY COMMITTEE
 RESOLUTION NO. 265-23 *AUTHORIZE THE SUBMISSION OF
 2022-2023 PSAP OPERATIONS GRANT
 SHERIFF'S OFFICE*

WHEREAS: The NYS Office of Interoperable and Emergency Communications has announced the 2022-2023 PSAP (Public Safety Answering Point) Operations grant funding, which has no county share; and

WHEREAS: County Policy requires that a resolution be approved before any such grant application is submitted; and

WHEREAS: The grant application deadline was June 19, 2023, therefore be it

RESOLVED: That the Tioga County Sheriff's Office be authorized to submit the appropriate grant application for the purpose of securing this funding, after the fact due to the short deadline, and authorizes the Chair of the Legislature to sign such application after review by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE
 RESOLUTION NO. 266-23 *SEQRA CONSIDERATION FOR NEW YORK STATE
 OFFICE OF PARKS, RECREATION AND HISTORIC
 PRESERVATION 2023-2024 SNOWMOBILE TRAILS
 GRANT-IN-AID PROGRAM, PHASE II APPLICATION*

WHEREAS: All new or modified snowmobile trails must have a SEQRA Determination approved; and

WHEREAS: The trail changes for upgrades/reroutes to all trails in Tioga County, as presented to NYSOPRHP are an Unlisted Action requiring Tioga County to consider the environmental significance of these changes; and

WHEREAS: A Short Form Environmental Assessment Form has been prepared for review by the Tioga County Legislature; therefore be it

RESOLVED: That the Tioga County Legislature does hereby declare itself to be the Lead Agency and that it will undertake an uncoordinated review of the project; and be it further

RESOLVED: That the Tioga County Legislature has reviewed the Short Form Environmental Assessment Form, including the impact assessment, and has determined, based on the information and analysis set forth therein that the proposed action WILL NOT result in any significant adverse environmental impacts; and be it further

RESOLVED: That the Tioga County Legislature authorizes and directs the Chair to execute the Impact Assessment and the Determination of Significance of the Short Form Environmental Assessment Form and a Notice of Determination of Non-Significance (a Negative Declaration) in a manner consistent with this determination.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 267-23 *AUTHORIZE LOCAL SPONSORSHIP FOR
SNOWMOBILE CLUBS*

WHEREAS: The purpose of this resolution is to enable the County of Tioga to request State funding on behalf of the Tioga Ridge Runners, Ridge Riders Snowmobile Club, Spencer Van-Etten Snowmobile Club, Dryden Caroline Drifters, and Candor Valley Riders for the costs incurred in performing the work

required in the development and maintenance of the snowmobile trail system according to the provisions of Section 27.17 of the Parks, Recreation, and Historic Preservation Law of New York State; and

WHEREAS: The Tioga Ridge Runners, Ridge Riders Snowmobile Club, Spencer Van- Ethen Snowmobile Club, Dryden Caroline Drifters, and Candor Valley Riders have all agreed to have the County of Tioga be the local sponsor; and

WHEREAS: The snowmobile clubs will work with the Tioga County Department of Economic Development and Planning to submit grant applications for funding; therefore be it

RESOLVED: That the County of Tioga be the local sponsor for the Tioga Ridge Runners, Ridge Riders Snowmobile Club, Spencer Van-Ethen Snowmobile Club, Dryden Caroline Drifters, and Candor Valley Riders from July 11, 2023 until July 1, 2024; and be it further

RESOLVED: That the County of Tioga will continue to realize a six percent (6%) administration fee for services provided on an annual basis prior to distribution of the award.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 268-23 *MUNICIPAL ENDORSEMENT OF WHITNEY POINT RIDGE RIDERS SNOWMOBILE CLUB FOR NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION 2023-2024 RECREATION TRAILS GRANT PROGRAM APPLICATION*

WHEREAS: The Whitney Point Ridge Riders Snowmobile Club is applying to the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for a grant under Title 9

of the Environmental Protection Act of 1993 for trail equipment to be used in Tioga County, a site located within the territorial jurisdiction of the Tioga County Legislature; and

WHEREAS: As a requirement under the rules of this program, said not-for-profit corporation must obtain the "approval/endorsement of the governing body of the municipality in which the equipment/project will be located"; therefore be it

RESOLVED: That as the local sponsor of the Whitney Point Ridge Riders Snowmobile Club, the Tioga County Legislature of Tioga County hereby does approve and endorse the application of the Whitney Point Ridge Riders Snowmobile Club for a grant under Title 9 of the Environmental Protection Act of 1993 for equipment (Trail Groomer lease) and located within this community.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 269-23 *APPROVE TECHNICAL ASSISTANCE
PROVIDED TO TI-AHWAGA COMMUNITY PLAYERS*

WHEREAS: A resolution is required by County policy to disclose any Technical Assistance by the Community Development Specialist on behalf of a municipality or entity; and

WHEREAS: The Community Development Specialist assisted the Ti-Ahwaga Community Players with the Village of Owego Downtown Revitalization Initiative (DRI) Request for Proposal (RFP) documentation; and

WHEREAS: The Tioga County Community Development Specialist provided Technical Assistance for said assistance for a period of thirty (30) minutes; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the Technical Assistance provided by the Community Development Specialist to the Ti-Ahwaga Community Players.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 270-23 *AWARD BID FOR CRUMTOWN ROAD
PAVEMENT OVERLAY*

WHEREAS: The Commissioner of Public Works budgeted for this project; and

WHEREAS: On June 21, 2023 the Department of Public Works received sealed bids from the following contractors:

Broome Bituminous Products, Vestal NY	\$739,485.00
Dalrymple Gravel and Contracting, Pine City NY	\$768,525.00
Lancaster Development, Richmondville NY	\$809,953.11
Suit-Kote Corporation, Cortland NY	\$866,781.00
Bothar Construction, Binghamton NY	\$881,991.76

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, Broome Bituminous Products, Vestal NY not to exceed \$739,485.00 to be paid out of the Paving Projects Account H5110.540001.H2301.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 271-23 AWARD BID FOR HARFORD ROAD PAVEMENT OVERLAY

WHEREAS: The Commissioner of Public Works budgeted for this project; and

WHEREAS: On June 21, 2023 the Department of Public Works received sealed bids from the following contractors:

Broome Bituminous Products, Vestal NY	\$258,795.00
Seneca Stone, Seneca Falls NY	\$260,965.00
Lancaster Development, Richmondville NY	\$270,008.56
Suit-Kote Corporation, Cortland NY	\$297,927.00
Bothar Construction, Binghamton NY	\$298,330.00

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, Broome Bituminous Products, Vestal NY not to exceed \$258,795.00 to be paid out of the Paving Projects Account H51 10.540001.H2301.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 272-23 *AWARD BID FOR WEST CREEK ROAD
PAVEMENT OVERLAY*

WHEREAS: The Commissioner of Public Works budgeted for this project; and

WHEREAS: On June 27, 2023 the Department of Public Works received sealed bids from the following contractors:

Broome Bituminous Products, Vestal NY	\$1,141,450.00
Suit-Kote Corporation, Cortland NY	\$1,161,045.60
Seneca Stone, Seneca Falls NY	\$1,168,350.00
Lancaster Development, Richmondville NY	\$1,239,032.33
Bothar Construction, Binghamton NY	\$1,285,777.00
Barrett Paving, Binghamton NY	\$1,473,115.00

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, Broome Bituminous Products, Vestal NY not to exceed \$1,141,450.00 to be paid out of the Paving Projects Account H5110.540001.H2301.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 273-23 *AUTHORIZE CONTRACT WITH UNITED HEALTH CARE (UHC) FOR RETIREE MEDICARE ADVANTAGE PLAN/MEDICARE PART D PRESCRIPTION DRUG COVERAGE THROUGH BROOME COUNTY PURCHASING ALLIANCE (BCPA)*

WHEREAS: Resolution 214-22 authorized a contract with United Health Care (UHC) through the Broome County Purchasing Alliance (BCPA) electing Plan 1 Medicare Advantage and Medicare Part D Prescription Drug Benefits for Tioga County Medicare eligible retirees and their eligible spouses for the period of January 1, 2023 through December 31, 2023; and

WHEREAS: UHC offered a three-year rate guarantee of \$260 per month per policy for 2022 through 2024, with a potential increase to \$275 per month per policy in 2024, through the BCPA but allows for opting out in any given year; and

WHEREAS: Tioga County has received positive feedback from retirees regarding the UHC Plan 1, and UHC provides a team that helps Tioga County with administration of the benefits; and

WHEREAS: UHC provided the 2024 renewal letter for the Medicare Advantage Plan 1 establishing that the 2024 rate will increase to \$275 per policy per month from the current rate of \$260 per policy per month; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a contract with United Health Care, subject to review by the County Attorney, continuing with Plan 1 Medicare Advantage and Medicare Part D Prescription Drug Benefits for Tioga County Medicare eligible retirees and their eligible spouses for the period of January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
RESOLUTION NO. 274-23 *AUTHORIZE CONTRACT WITH BERKSHIRE FARMS
SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with Berkshire Farms to provide alternatives to foster care and early intervention to serve parents and children of Tioga County; and

WHEREAS: The Department of Social Services wishes to renew the contract for July 1, 2023 through June 30, 2024 in an amount not to exceed \$114,949; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Berkshire Farms for the period July 1, 2023 through June 30, 2024.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
RESOLUTION NO. 275-23 *AUTHORIZE CONTRACT WITH LIBERTY RESOURCES
SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with Liberty Resources for Multi-systemic Therapy Services; and

WHEREAS: The Department of Social Services wishes to renew the contract for April 1, 2023 through March 31, 2024 in an amount not to exceed \$275,611; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Liberty Resources for Multi-systemic Therapy Services for the period April 1, 2023 through March 31, 2024.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:	HEALTH & HUMAN SERVICES COMMITTEE
RESOLUTION NO. 276-23	<i>AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES OF TOMPKINS/TIOGA COUNTIES SOCIAL SERVICES</i>

WHEREAS: The Department of Social Services contracts with Catholic Charities of Tompkins/Tioga Counties to provide emergency and diversion services to needy families of Tioga County at its Tioga Outreach Center; and

WHEREAS: The Department of Social Services wishes to renew the contract for July 1, 2023 through June 30, 2024 in an amount not to exceed \$90,469; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Catholic Charities of Tompkins/Tioga Counties for the period July 1, 2023 through June 30, 2024.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
 RESOLUTION NO. 277-23 *AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES OF TOMPKINS/TIOGA COUNTIES SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with Catholic Charities of Tompkins/Tioga Counties to coordinate a project within the Spencer and Newark Valley school districts that addresses specific cultural and behavioral issues among middle and high school aged children, particularly those who are considered to be "at risk"; and

WHEREAS: The Department of Social Services wishes to renew the contract for July 1, 2023 through June 30, 2024 in an amount not to exceed \$111,975; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Catholic Charities of Tompkins/Tioga Counties for the period July 1, 2023 through June 30, 2024.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
 RESOLUTION NO. 278-23 *AUTHORIZE CONTRACT WITH TIOGA OPPORTUNITIES, INC. SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with Tioga Opportunities, Inc. for the provision of Intensive Case Management Services for the Disabled Population on Public Assistance; and

WHEREAS: The Department of Social Services wishes to renew the contract for July 1, 2023 through June 30, 2024 in an amount not to exceed \$67,000; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Tioga Opportunities, Inc. for the period July 1, 2023 through June 30, 2024.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 279-23 *AUTHORIZE CONTRACT WITH
AXON ENTERPRISE INC. FOR
BODY WORN CAMERAS
SHERIFF'S OFFICE*

WHEREAS: The Sheriff's Office applied for and was awarded a NYS DCJS Body Worn Camera (BWC) grant in the amount of \$50,000; and

WHEREAS: Resolution No. 79-23 authorized acceptance of the 2022 NYS DCJS Body Worn Camera (BWC) Grant in the amount of \$50,000; and

WHEREAS: The funding will help mitigate the costs of Body Worn Cameras, required accessories, and data storage; and

WHEREAS: AXON Enterprise, Inc. has been identified as a New York State OGS supplier and has offered a rate guarantee for 5 years at a cost of \$34,956.69 per year; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Sheriff to enter into a five-year contract with AXON Enterprise, Inc. for Body Worn Cameras,

required accessories and data storage for the period of July 1, 2023 to June 30, 2028 at an annual cost not to exceed \$34,956.69 to be paid out of A3110 520130 BWC22 – Equipment (Not Car).

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 280-23 *AUTHORIZE THE SALE AND TRANSFER OF PROPERTIES FROM TIOGA COUNTY TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION*

WHEREAS: The County has been approached by The Tioga County Property Development Corporation, which has made an offer to purchase properties acquired by Tioga County for non-payment of taxes in the Villages of Waverly and Owego; and

WHEREAS: Tioga County has agreed to sell and transfer the following properties in the Villages of Waverly and Owego, NY within Tioga County to the Tioga County Property Development Corporation for One Dollar (\$1.00) each; and

WHEREAS: These acquisitions include the following properties:

121 Providence Street	Village of Waverly, NY	# 166.19-4-75
32 Lyman Avenue	Village of Waverly, NY	# 166.11-1-55
98 Spencer Ave	Village of Owego, NY	# 128.08-3-39
54 Temple St	Village of Owego, NY	# 128.08-7-71

Therefore be it

RESOLVED: That these properties will be transferred from Tioga County to the Tioga County Property Development Corporation for One Dollar (\$1.00) each.

Legislator Mullen spoke. "I appreciate the Land Bank's interest in the revitalization of these properties, as well as the Treasurer's Office and Law Office for their hard work on this once again."

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 281-23 *AUTHORIZE SALE OF COUNTY OWNED PROPERTIES ACQUIRED FOR DELINQUENT TAXES*

WHEREAS: Tioga County is the owner of numerous properties which it has acquired for delinquent taxes, which are surplus to the County needs; and

WHEREAS: It is the intent of the Tioga County Legislature to place the properties back on the tax rolls; therefore be it

RESOLVED: That the following properties be sold at a public auction to be held in the former Treadway Conference Center at 1100 NY-17C, Owego, New York 13827 on August 10, 2023, conducted by Manasse Auctioneers.

Village of Waverly:

166.18-2-19; Raupers Raymond

Town of Barton:

167.09-1-22; Casterline Estate Deborah S

Village of Candor

61.09-1-10.10; Jackson Daniel J

Town of Candor61.05-1-11; Pettis Barbara JTown of Newark Valley:54.00-1-5.20; Horizon TransportTown of Owego:143.17-1-10; Franzenburg Margaret143.17-1-11; Franzenburg Margaret143.17-1-12; Franzenburg Margaret143.17-1-16.1; Franzenburg Margaret ETown of Richford:11.00-2-2.12; Allen Gary D Jr12.00-1-10; Glezen Richard Jr.12.00-1-11; Glezen Richard Jr.12.00-1-12.20; Glezen Richard Jr.12.00-1-13.50; Glezen Richard Jr.5.00-1-40.42; Wells Bonnie JVillage of Spencer:68.12-2-26; Winans David RandolphTown of Spencer:57.00-1-51; Lindblad Michael Francis

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 282-23 *AUTHORIZE PURCHASES OUTSIDE COUNTY
POLICIES FOR STRENGTHENING PUBLIC HEALTH
INFRASTRUCTURE AND WORKFORCE
PUBLIC HEALTH*

WHEREAS: Tioga County Public Health (TCPH) has received funds from the Centers for Disease Control (CDC) for the Strengthening Public Health Infrastructure and Workforce (SPHIW) initiative, which was appropriated via Resolution No. 260-23; and

WHEREAS: Some SPHIW-allowed expenditures fall outside of County Policies, yet are clearly part of the fundings intent of Recruitment and Retention of the Public Health Workforce over the five-year funding period; and

WHEREAS: Current County policies address non-allowable expenses due to the appropriateness of using Local County Cost for the funding; and

WHEREAS: SPHIW comes from the CDC and are Federal funds, and are neither local costs nor New York State costs; and

WHEREAS: In coordination with the County Auditor, TCPH desires to establish clear approvals for these expenditures by receiving Legislative authorization via Resolution for TCPH to make expenditures within SPHIW funding that may be outside normal County Policies such as food/refreshments, staff recognition event and clothing items; and

WHEREAS: Authorization outside of County Policies requires Legislative Approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes Tioga County Public Health to purchase SPHIW-allowable items during the five-year period of the award, with the understanding and direction that no local funds will be used.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 283-23 *REQUESTING TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Veterans Service Agency (TCVSA) conducts multiple community outreach events monthly and at these events provides food, beverages, and supplies to those in attendance as well as information on resources, benefits, and services available to veterans, military and their families; and

WHEREAS: The soon-to-be amended County Policy – Section III; Subsection H. Purchase of Food, Beverages and Supplies will limit expenses to \$150 per event; and

WHEREAS: The TCVSA will be holding the following events in July, with grant funds being used, that will exceed the \$150.00 per event limit, and requests to exceed the event limit must be made by resolution and require the approval of the County Legislature:

July 14 – Unplugged Family Fun Night @ Owego Nazarene Church, Dwyer Program: \$750.00

July 16-19 – Onward Ops @ Ft. Drum, ETS Sponsorship: \$750.00

July 21 – Coffee Mess Breakfast @ Hickories Park, MH Outreach: \$400.00

July 27 – Red, White & Blue Picnic – A Salute to Korean War Veterans, Dwyer Program: \$7,000.000

July 28 – Lunch & Learn, Dwyer Program: \$250.00

Therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Veterans' Service Agency to exceed the per event limit using grant funding as identified, noting that TCVSA will not exceed the total amount mentioned for each event above.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 284-23 UPDATE PUBLIC HEALTH CHART OF ACCOUNTS

WHEREAS: Updates have been made to the expense categories in the NYS Comptroller Accounting Reporting Manual (ARM); and

WHEREAS: Tioga County Public Health has agreed to update their chart of accounts to coincide with the NYS Comptroller's ARM; and

WHEREAS: Legislative approval is required to amend budget; therefore be it

RESOLVED: That the following orgs be merged and updated in the chart of accounts:

From: A4011 To: A4010 (Public Health)

From: A4044 To: A4059 (Early Intervention Program)

From: A4053 To: A4070 (Child Health Program)

From: A4064 To: A4050 (Public Health, Other-Dental)

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 287-23 *TRANSFER FUNDS TO PURCHASE BACKUP AND
OFFSITE COLD STORAGE SOLUTIONS FOR
INFORMATION TECHNOLOGY AND
COMMUNICATION SERVICES*

WHEREAS: The Chief Information Officer and Deputy Director of Information Technology and Communication Services have identified a critical need to improve the Disaster Recovery capabilities within Tioga County; and

WHEREAS: The Chief Information Officer and Deputy Director have designed a robust, multi-layered backup and Disaster Recovery solution targeted toward protecting the integrity and availability of critical County data; and

WHEREAS: This solution includes an on-site and off-site backup and recovery solution; and

WHEREAS: An off-site location has been identified to host the offline cold storage solution; and

WHEREAS: Legislative approval is needed to amend the ITCS 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the ITCS 2023 Capital Budget:

From: H387805	Capital Hardware Reserve	\$28,000.00
To: H1680 521090	Computers	\$28,000.00

And be it further

RESOLVED: That the Chief Information Officer is authorized to purchase the necessary hardware for multi-layered Disaster Recovery solution from the Omnia Cooperative Purchase Program, not to exceed \$28,000.00.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ITCS COMMITTEE
HEATH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 288-23 *TRANSFER FUNDS TO PURCHASE UPGRADED SECURITY CAMERAS FOR REMAINING HEALTH AND HUMAN SERVICE BUILDING CAMERA LOCATIONS*

WHEREAS: The County Information Technology and Communication Services Department has determined the need for security cameras at the Health and Human Services Building; and

WHEREAS: Three cameras were not included in the initial funding request; and

WHEREAS: The purchase will be funded utilizing ITCS Capital Hardware Reserve funds which will be allocated into account H1621 520255; and

WHEREAS: Legislative approval is needed to amend or modify budget and appropriate funds; therefore be it

RESOLVED: That the following funds be transferred and the 2023 budget be modified as follows:

FROM:	H387805	Capital Hardware Reserve	\$7,032.61
TO:	H1621 520255	Security Equipment	\$7,032.61

Legislator Standinger spoke. "The preceding resolutions and this one are a tribute to our new IT Director who has been very aggressive about resolving some issues that were present when he took office."

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE
HEALTH AND HUMAN SERVICES COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. 289-23 *TRANSFER FUNDS AND AUTHORIZE PURCHASE OF
HARDWARE AND INSTALLATION SERVICES TO
UPGRADE ACCESS CONTROL AND SECURITY
CAMERA SYSTEMS AT HEALTH AND HUMAN
SERVICES AND COURT ANNEX BUILDINGS*

WHEREAS: The existing Access Control system at the Health and Human Service building was initially installed when the building was opened. This system is managed via software running on an unsupported and end of life Windows Operating System; and

WHEREAS: Tioga County does not have a current support agreement to support or upgrade the existing management software, thus forcing ITCS staff to spend excessive amounts of time keeping the system operational; and

WHEREAS: Tioga County has outlined an initiative to standardize and centralize all building security into one platform which uses hardware and software from the vendor Verkada; and

WHEREAS: Existing security cameras at the Health and Human Services building have already been upgraded to the Verkada platform and additional exterior security camera coverage requirements have been identified by key stakeholders; and

WHEREAS: The current Access Control management system also controls the Access Control system at the Tioga County Court Annex building, thus requiring the system to be upgraded at that location as well; and

WHEREAS: Existing security cameras at the Tioga County Court Annex need to be upgraded to the Verkada security camera system; and

WHEREAS: The hardware and installation, totaling \$73,905.04, and software licensing services, totaling \$54,643.86, will be purchased using the PEPPM Cooperative Purchasing Program from AR Technology Solutions; and

WHEREAS: The hardware purchase will be funded utilizing ITCS Capital Hardware Reserve funds which will be allocated into account H1621 520255 for the Health and Human Services portion of the project and into H1680 521090 for the Court Annex portion of the project; and

WHEREAS: The software license subscription will be funded utilizing ITCS Capital Software Reserve funds which will be allocated into account H1621 520255 for the Health and Human Services portion of the project and into H1680 520620 for the Court Annex portion of the project; and

WHEREAS: Legislative approval is needed to amend or modify budget and appropriate funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2023 Capital Budget:

From: H 387805	Capital Hardware Reserve	\$73,905.04
To: H1680 521090	Computers	\$16,625.29
	H1621 520255 Security Equipment	\$57,279.75
From: H387804	Capital Software Reserve	\$54,643.86
To: H1680 520620	Software Expense	\$14,062.63
	H1621 520620 Software Expense	\$40,581.23

And be it further

RESOLVED: That the Tioga County Legislature authorizes the purchase of (7) Verkada CD62-E Outdoor Dome Cameras with mounts, (5) Verkada CD62 Indoor Dome Cameras, (10) Verkada AC42 4-Door Controllers, (30) Verkada AD33 Multi-format Card Readers, 10 Year licenses for all doors and cameras, and professional installation services using prevailing wage rates from accounts H1621 520255 for the Health and Human Services building portion of the project and H1680 521090 and H1680 520620 for the Tioga County Court Annex portion of the project.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 291-23 *APPROPRIATION OF FUNDS AND
AMEND 2023 BUDGET
SOCIAL SERVICES*

WHEREAS: Tioga County Department of Social Services has budgeted 2023 A6070 Title XX Services expenses based on historical trends; and

WHEREAS: Title XX expenses receive 100% reimbursement from State and Federal funds; and

WHEREAS: 2023 A6070 Title XX expenses will exceed the budgeted amount due to State policy changes and unforeseen expenses; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A6070.436700 RTA State Aid: Services for Recipients	\$ 22,360
To: A6070.540487 RTA Program Expense	\$ 22,360
From: A6070.446700 Federal Aid: Services for Recipients	\$ 94,900
To: A6070.540487 Title XX Program Expense	\$ 94,900

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 292-23 *APPROPRIATE ADDITIONAL FUNDS
PUBLIC WORKS*

WHEREAS: Tioga County has been awarded additional funds from New York State Department of Transportation for CHIPS, PAVENY, EWR and POP programs; and

WHEREAS: Tioga County budgeted \$2,763,847.30 for paving in 2023; and

WHEREAS: Tioga County has been awarded \$3,543,150.28 from the above-mentioned programs; and

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

RESOLVED: That the additional funds be appropriated to the following accounts:

FROM:	H5110.435010 – (CHIPS)	\$779,302.98
TO:	H5110.540001.H2301 – Paving Projects	\$779,302.98

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 293-23 *AMEND BUDGET & APPROPRIATE FUNDS
PUBLIC HEALTH*

WHEREAS: Resolution 193-23 authorized Tioga County Public Health (TCPH) to apply for a Community Foundation grant to provide funding toward the Child Passenger Safety Program; and

WHEREAS: TCPH has been awarded the grant; and

WHEREAS: Legislative approval is required to amend budget and appropriate funds; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A4053 422800-CFCS Public Health: Local Grants \$ 5,000

To: A4053 540640-CFCS Public Health: Supplies \$ 5,000

And be it further

RESOLVED: That available funds on 12/31/23 of the original \$5,000 will be carried forward into the New Year.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 294-23 *APPROVE ALTERNATIVES TO INCARCERATION
2023-2024 SERVICE PLAN*

WHEREAS: The Alternatives to Incarceration Service Plan for 2023-2024 was presented to the Alternatives to Incarceration Board meeting on April 20, 2023; and

WHEREAS: The Alternatives to Incarceration Programs in Tioga County for Pre-Trial Release and Community Service have a long-standing tradition of being an effective tool to reduce the amount of inmates in the Tioga County Jail; the ATI Board approves the plan, the Tioga County Legislature will also support it; therefore be it

RESOLVED: That the Tioga County Legislature approves the Alternatives to Incarceration Service Plan for the time period of 7/1/2023 to 6/30/2024 and submit same to the NYS Division of Criminal Justice Services and Office of Probation and Correctional Alternatives to continue state-grant funding for Pre-Trial Release, Community Service, and Specialized Treatment.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. 295-23 *ADOPT DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM*

WHEREAS: The Department of Transportation (DOT) requires the establishment of a Disadvantaged Business Enterprise Program (DBE) when two hundred and fifty thousand dollars (\$250,000) or more in financial assistance is received from the DOT; and

WHEREAS: Tioga County is the recipient of federal-aid highway funds authorized under Titles I and V of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), Pub. L. 102-240, 105 Stat. 1914, Titles I, III, and V of the Transportation Equity Act for the 21st Century (TEA-21, Pub. L. 105-178, 112 Stat. 107; and

WHEREAS: Tioga County has received more than two hundred and fifty thousand dollars (\$250,000) in Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, Tioga County has signed an assurance that it will comply with 49 CFR Part 26; and

WHEREAS: The County Attorney, in conjunction with the Deputy Director of Public Works, has written and proposed a new program entitled Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26; therefore be it

RESOLVED: That the Tioga County Legislature authorizes adoption and implementation of the Disadvantaged Business Enterprise (DBE) Program for Tioga County.

DISADVANTAGED BUSINESS ENTERPRISE PROGRAM (DBE)

Tioga County Disadvantaged Business Enterprise Program (DBE)

- I. Policy Statement
- II. General Requirements
- III. Administrative Requirements
- IV. Goals, Good Faith Efforts, and Counting
- V. Certification Standards
- VI. Certification Procedures
- VII. Compliance and Enforcement

POLICY STATEMENT

Tioga County has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. Tioga County has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, Tioga County has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of Tioga County to ensure that DBEs have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

1. To ensure non-discrimination in the award and administration of DOT-assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs in DOT-assisted contracts;
6. To assist the development of firms that can compete successfully in the marketplace outside the DBE Program.

The Deputy Commissioner of Public Works has been appointed as the DBE Liaison Officer (DBELO). In that capacity, the Deputy Commissioner of Public Works is

responsible for implementing all aspects of the DBE Program. Implementation of the DBE Program is accorded the same priority as compliance with all other legal obligations incurred by Tioga County in its financial assistance agreements with the Department of Transportation.

Tioga County has disseminated this policy statement to the Tioga County Legislature and all of the components of our organization. Tioga County has distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts as a contract attachment.

Martha Sauerbrey, Legislative Chair

Date

GENERAL REQUIREMENTS

Tioga County is the recipient of federal-aid highway funds authorized under Titles I and V of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), Pub. L. 102-240, 105 Stat. 1914, Titles I, III, and V of the Transportation Equity Act for the 21st Century (TEA-21, Pub. L. 105-178, 112 Stat. 107.

Tioga County is the recipient of federal transit funds authorized by Titles I, III, V, and VI of ISTEA, Pub. L. 102-240 or by Federal transit laws in Title 49, U.S. Code, or Titles I, II, and V of TEA-21, Pub. L. 105-178.

Non-discrimination Requirements:

Tioga County will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering its DBE Program, Tioga County will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE Program with respect to individuals of a particular race, color, sex, or national origin.

Record Keeping Requirements:

Tioga County will report DBE participation to DOT as follows:

- FHWA Recipients will report DBE participation on a quarterly basis, using DOT Form 4630.
- FTA Recipients will report DBE participation on a quarterly basis, using DOT Form 4630. These reports will reflect payments actually made to DBEs on DOT-assisted contracts.

Bidders List:

Tioga County will utilize a bidders list from the New York State Unified Certification Directory and the New York State MWBE Directory to provide information on contracting opportunities to all DBE and non-DBE firms that bid or quote on FTA/FHWA-assisted contracts.

The bidders list includes the name, address, phone number, fax number, e-mail address of the small business, as well as the contract person and general description of goods and/or services available from each specific small business. In addition, the bidders list will include the DBE/non-DBE status.

The DBELO or designee will collect this information by requiring any firm registering for its bidders list to submit proof of their certification as a DBE by NYS Unified Certification Program (UCP). The DBELO or their designee will confirm the vendor's registration through the UCP.

Federal Financial Assistance Agreement:

Tioga County has signed the following assurances, applicable to all DOT-assisted contracts and their administration:

Assurance:

Tioga County shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE Program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in the award and administration of DOT-assisted contracts. The recipient's DBE Program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the [Recipient] of its failure to carry out its approved program, the Department may

impose sanction as provided and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

This language will appear in financial assistance agreements with sub-recipients.

Contract Assurance:

Tioga County will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

The contractor, sub-recipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

ADMINISTRATIVE REQUIREMENTS

DBE Program Updates:

Since Tioga County has received an FTA and/or FHWA grant(s), Tioga County will continue to carry out this program until all funds from DOT financial assistance have been expended. Tioga County will provide to DOT updates representing significant changes in the program.

DBE Liaison Officer (DBELO):

Tioga County has designated the Deputy Commissioner of Public Works, 477 Route 96, Owego, NY 13827, 607-687-0302, as Tioga County's DBE Liaison Officer.

In that capacity, the DBELO is responsible for implementing all aspects of the DBE Program and ensuring that Tioga County complies with all provisions of 49 CFR Part 26. The DBELO has direct, independent access to the Chair of the Legislature concerning DBE Program matters.

The DBELO is responsible for developing, implementing, and monitoring the DBE Program, in coordination with other appropriate officials. The DBELO has staff to assist in the administration of the program. The duties and responsibilities include the following:

1. Gathers and reports statistical data and other information as required by FTA/FHWA.
2. Reviews third party contracts and purchase requisitions for compliance with this program.
3. Determines Tioga County's annual goals.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts and procurements that include DBE reporting when necessary.
6. Analyzes Tioga County's progress toward attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.
8. Advises the Commissioner of Public Works on DBE matters and achievement.
9. Determine contractor compliance with good faith efforts.
10. Utilize NYSDOT's UCP Directory to identify Certified DBE's.

DBE Financial Institutions:

It is the policy of Tioga County to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contracts to make use of these institutions. Tioga County has made efforts to identify and use such institutions, however no such institutions exist in Tioga County.

Prompt Payment Mechanisms:

Tioga County will include the following clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than seven days from the receipt of each payment the prime contract receives from Tioga County. Any delay or postponement of payment from the above-referenced timeframe may occur only for good cause following written approval of Tioga County. This clause applies to both DBE and non-DBE subcontracts.

Directory:

Tioga County is a non-certifying member of the New York Certification Program (UCP). The UCP maintains a directory identifying all firms eligible to participate as DBEs which contains all the elements required. The New York UCP Directory can be found at <https://nysucp.newnycontracts.com/>.

Overconcentration:

Tioga County has not identified that overconcentration exists in the types of work that DBEs perform.

Business Development Programs:

Tioga County has a business development program. The daily work of responding to the needs of industry and businesses is the task of Tioga County Economic Development and Planning. However, full implementation of assistance also requires the assistance of the County's Local Development Corporation and Industrial Development Agency. For information regarding Tioga County's business development programs, please contact Tioga County Economic Development and Planning located at 56 Main Street, Room 109, Owego, New York 13827.

Monitoring and Enforcement Mechanisms:

Tioga County will take the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26.

1. We will bring to the attention of the Department of Transportation any false, fraudulent, or dishonest conduct in connection with the program, so that DOT can take the steps (e.g., referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules) provided in 26.109.
2. Tioga County will consider similar action under our own legal authorities, including responsibility determinations in future contracts.
3. Tioga County will also provide a monitoring and enforcement mechanism to verify that work committed to DBEs at contract award is actually performed by the DBEs. This will be accomplished by the DEBLO.
4. We will keep a running tally of actual payments to DBE firms for work committed to them at the time of contract award.

GOALS, GOOD FAITH EFFORTS, AND COUNTING**Set-asides or Quotas:**

Tioga County does not use quotas in any way in the administration of this DBE Program.

Overall Goals:

Tioga County will establish an overall DBE goal covering three-year federal fiscal year period if it anticipates awarding DOT-funded prime contracts the cumulative total value of which exceeds \$250,000 in DOT funds during any one or more of the reporting fiscal years within the three-year goal period. Tioga County will submit its Overall Three-year DBA Goal to FTA/FHWA by August 1 of the year in which the goal is due.

The DBE goals will be established in accordance with the 2-step process as specified in 49 CFR Part 26.45. If Tioga County does not anticipate awarding prime contracts the cumulative total value of which exceeds \$250,000 in DOT funds during any of the years within the three-year reporting period, an overall goal will not be developed. However, this DBE Program will remain in effect and Tioga County will seek to fulfill the objectives outlined elaborated in the policy statement located on the first page of this program.

Step 1: The first step is to determine a base figure for the relative availability of DBEs in the market area. Tioga County will use the DBE Directory Information and Census Bureau Data as a method to determine the base figure.

Step 2: The second step is to adjust, if necessary, the base figure percentage from Step 1 so that it reflects as accurately as possible the DBE participation the recipient would expect in the absence of discrimination. Tioga County will examine all the evidence that is available in its jurisdiction to determine what adjustment, if any, is needed. If the evidence does not suggest an adjustment is necessary, then no adjustment shall be made.

Any methodology selected will be based on demonstratable evidence of local market conditions and be designed to ultimately attain a goal that is rationally related to the relative availability of DBEs in the Tioga County market.

Following this consultation, Tioga County will publish a notice of the proposed overall goals, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at the Ronald E. Dougherty County Office Building for 30 days following the date of the notice, and informing the public that you and DOT will accept comments on the goals for 45 days from the date of the notice. Normally, Tioga County will issue this notice by June 1 of each year. The notice must include addresses to which comments may be sent and addresses (including offices and websites) where the proposal may be reviewed.

Tioga County's overall goal submission to DOT will include a summary of information and comments received during this public participation process and our responses.

Tioga County will begin using our overall goal on October 1 of each year unless having received other instructions from DOT. If Tioga County establishes a goal on a project basis, Tioga County will begin using our goal by the time of the first solicitation for a DOT-assisted contract for the project.

Transit Vehicle Manufacturers Goals:

Tioga County will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA and/or FHWA procurements, to certify that it has complied with the requirements of this section. Alternatively, Tioga County may, at its discretion and with FHWA approval, establish project-specific goals for DBE participation in the procurement of transit vehicles in lieu of the Transit Vehicle Manufacture complying with this element of the program.

Breakout of Estimated Race-Neutral and Race-Conscious Participation

Tioga County will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating race-neutral DBE participation. Race-neutral DBE participation includes any time a DBE wins a prime contract through customary competitive procurement procedures or is awarded a subcontract on a prime contract that does not carry a DBE goal.

Race-neutral means include but are not limited to the following:

1. DBE participation through a prime contract that a DBE obtains through customary competitive procurement procedures;
2. DBE participation through a subcontract on a prime contract that does not carry a DBE goal;
3. DBE participation on a prime contract exceeding a contract goal;
4. DBE participation through a subcontract from a prime contractor that did not consider a firm's DBE status in making the award.

Contract Goals:

Tioga County will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. Tioga County need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract.

Tioga County will express our contract goals as a percentage of the Federal share of a DOT-assisted contract.

Good Faith Efforts Procedures:

The obligation of the bidder/offeror is to make good faith efforts. The bidder/offeror can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts.

Tioga County will ensure that all information is complete and accurate and adequately documents the bidder/offeror's good faith efforts before we commit to the performance of the contract by the bidder/offeror.

Information to be submitted:

Tioga County treats bidder/offers' compliance with good faith efforts' requirements as a matter of responsiveness.

Each solicitation for which a contract goal has been established will require the bidders/offerors to submit the following information:

1. The names and addresses of DBE firms that will participate in the contract;
2. A description of the work that each DBE will perform;
3. The dollar amount of the participation of each DBE firm participating;
4. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment and
6. If the contract goal is not met, evidence of good faith efforts.

Administrative reconsideration:

Within thirty days of being informed by Tioga County that it is not responsive because it has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. Bidder/offerors should make this request in writing to the following reconsideration official: The County Attorney's Office located at 56 Main Street, Room 103, Owego, New York 13827, 607-687-8253. The reconsideration official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith efforts.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with our reconsideration official to

discuss the issue of whether it met the goal or made adequate good faith efforts to do. Tioga County will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

Good Faith Efforts when a DBE is replaced on a contract:

Tioga County will require a contractor to make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. Tioga County will require the prime contractor to notify the DBE Liaison Officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.

In this situation, Tioga County will require the prime contractor to obtain our prior approval of the substitute DBE and to provide copies of new or amended subcontracts, or documentation of good faith efforts.

If the contractor fails or refuses to comply in the time specified, Tioga County will issue an order stopping all or part of payment/work until satisfactory action has been taken. If the contractor still fails to comply, Tioga County may issue a termination for default proceeding.

Sample Bid Specification:

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the Tioga County to practice non-discrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offerors, including those who qualify as a DBE. A DBE contract goal of ____ percent has been established for this contract. The bidder/offeror shall make good faith efforts to meet the contract goal for DBE participation in the performance of this contract.

The bidder/offeror will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal; (5) written confirmation from the DBE that it is

participating in the contract as provided in the commitment made under (4); and (5) if the contract goal is not met, evidence of good faith efforts.

Counting DBE Participation:

Tioga County will count DBE participation toward overall and contract goals as provided in 49 CFR 26.55.

CERTIFICATION STANDARDS

Certification Process:

Tioga County does not certify DBEs and will rely on NYSDOT United Certification Program to certify DBEs and will accept all certification decisions made by NYSDOT's UCP. Any business wishing to be certified as a DBE business will be referred to NYSDOT.

For information about the certification process or to apply for certification, firms should contact:

Department of Transportation, Departmental Office of Civil Rights
1200 New Jersey Ave, S.E. Washington, DC 20590.
Phone: 202-366-4648
Fax: 202-366-5575

CERTIFICATION PROCEDURES

Unified Certification Programs:

Tioga County is a member of a United Certification Program (UPC) administered by the New York State Department of Transportation. The UCP will meet all the requirements of this section.

COMPLIANCE AND ENFORCEMENT

Information, Confidentiality, Cooperation:

Tioga County will safeguard from disclosing to third parties' information that may reasonably be regarded as confidential business information, consistent with Federal, State, and Local law. It is the policy of Tioga County government that the public should generally have free and easy access to county government records except as restricted by Federal or State law or to support individual personal privacy. The County's records management and FOIL process is governed by NYS

Public Officers Law, Article 6 and the County follows the New York State LGS-1 Schedule for managing document retention and disposition.

Notwithstanding any contrary provisions of State or Local law, Tioga County will not release personal financial information submitted in response to the personal net worth requirement to a third party (other than DOT) without the written consent of the submitter.

Monitoring Payments to DBEs:

Tioga County will require prime contractors to maintain records and documents of payments to DBEs for three years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of Tioga County or DOT. This reporting requirement also extends to any certified DBE subcontractor.

Tioga County will perform interim audits of contract payments to DBEs. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO:	PERSONNEL COMMITTEE LEGISLATIVE WORKSESSION FINANCE, LEGAL & SAFETY COMMITTEE
--------------	---

RESOLUTION NO. 296-23	AMEND RESOLUTION NO. 193-18, AS AMENDED BY RESOLUTION NO. 45-23; AS AMENDED BY RESOLUTION NO. 255-23 ADOPTION OF TIOGA COUNTY TITLE VI PLAN, ENVIRONMENTAL JUSTICE PLAN, LIMITED ENGLISH PROFICIENCY PLAN, DATA COLLECTION PLAN, ADA TRANSITION PLAN AND EMPLOYEE TRAINING PLAN
-----------------------	---

WHEREAS: The Tioga County Legislature adopted the Tioga County Title VI Plan, Environmental Justice Plan, Limited English Proficiency Plan, Data Collection Plan, ADA Transition Plan, and Employee Training Plan by way of Resolution No. 193-18 on August 17, 2018, and amended the Plan by way of Resolution No. 45-23 on January 10, 2023, and Resolution No. 255-23 on June 13, 2023; and

WHEREAS: The Federal Transit Administration recently audited the County's Title VI Plan; and

WHEREAS: The Federal Transit Administration is requiring minor revisions to the County's Title VI Plan as follows:

- Title VI Plan Table of Contents Attachment 4—Title VI Nondiscrimination Policy be renamed Attachment 4—Nondiscrimination Policy
- The Tioga County Title VI Complaint Form be renamed the Tioga County Civil Rights Complaint Form
- Attachment 4: Title VI/Non-Discrimination Policy be renamed Non-Discrimination Policy

Therefore be it

RESOLVED: That this resolution shall amend Resolution No. 193-18, as amended by Resolution No. 45-23, as amended by Resolution No. 255-23, only for the following revisions to the Tioga County Title VI Plan:

- Title VI Plan Table of Contents Attachment 4—Title VI Nondiscrimination Policy be renamed Attachment 4—Nondiscrimination Policy
- The Tioga County Title VI Complaint Form be renamed the Tioga County Civil Rights Complaint Form
- Attachment 4: Title VI/Non-Discrimination Policy be renamed Non-Discrimination Policy

And be it further

RESOLVED: That the remainder of the Tioga County Title VI Plan remains unchanged.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 297-23 *AMEND EMPLOYEE HANDBOOK:
SECTION III. FINANCIAL RULES;
SUBSECTION H. PURCHASE OF FOOD, BEVERAGE,
SUPPLIES AND SMALL ELECTRONICS*

WHEREAS: Section III. Financial Rules; Subsection H. entitled Purchase of Food, Beverage, Supplies and Small Electronics was last revised on August 12, 2014; and

WHEREAS: The policy has been reviewed and recommendations were made that the policy be amended in its entirety, replaced, and renamed; therefore be it

RESOLVED: That Section III. Financial Rules, Subsection H. Purchase of Food, Beverage, Supplies and Small Electronics be amended in its entirety, replaced, and renamed as follows:

h. Purchase of Food, Beverage, Supplies, Small Electronics/Appliances, Gas Cards, and Gift Cards
(FORMERLY POLICY #54)

SECTIONS:

- I. Procurement Policy & Procedure**
- II. Purchase of Food and Beverage**
- III. Purchase of Supplies and Small Electronics/Appliances**
- IV. Purchase of Gas Cards and Gift Cards**
- V. Effective Date**

I. Procurement Policy & Procedure

The purpose of this policy is to establish a standard purchasing and procurement procedure for all County departments and to ensure all County departments enforce the policies established by the Tioga County Legislature in regard to the expenditure of public taxpayer funds.

Funds must be allocated in your annual budget and purchases should be kept to a reasonable amount to avoid over-purchasing.

This policy must be followed regardless of the source of funds and whether that source allows for funds to be used for a particular purpose. Purchases must be allowable within the purchasing policies of Tioga County as well as any applicable Federal, State, or Local Grant requirements. **If grant funds are utilized, the official award notification must be received by Tioga County prior to the transaction of any purchases. NOTE: The County's Purchasing and Procurement Policies are often more restrictive than what is required under Federal, State, and Local Grant fund sources.** Any employee who violates the terms of the County's purchasing policies shall be personally responsible for reimbursing the County if return of purchase to the vendor is not possible.

II. Purchase of Food and Beverage

In recognition of the time and effort devoted by our volunteers serving on Legislatively appointed Boards, County funds (Local, State, & Federal) may be used to purchase light refreshments in an amount not to exceed \$150.00 for all Boards whose members are appointed by the Tioga County Legislature. Employees present at such meetings are also welcome to imbibe. Staff meetings and Legislative meetings are excluded.

In addition to our volunteer Boards, the Legislature also recognizes specific special events, meetings, and trainings where the purchase of food/beverage is permissible.

PERMISSIBLE MEETINGS/TRAININGS/EVENTS (NOT TO EXCEED \$150.00):

- a. Boards whose members are appointed by the Tioga County Legislature
- b. Recognition Ceremonies organized by the County's Employee Recognition Program (**exempt from threshold limit**)
- c. Institute for Advancement (I4A) (**exempt from threshold limit**)
- d. Meetings with State and Federal Elected Officials
- e. Business Meetings with Non-County Business Associates (**Employees only will be held to the per-diem rate established for the specific meal**).
- f. Foster Parent Training Classes
- g. Tioga County Sponsored Trainings
- h. Lunch during Required All-Day Staff Meetings
- i. Business Shows/Job Fairs
- j. Open Houses
- k. Veterans Community Outreach Events
- l. Other events, meetings, and trainings as pre-authorized by resolution of the Tioga County Legislature, including any expenditures in excess of the \$150.00 threshold limit not listed above. (**NOTE: Departments should plan in advance for upcoming events that will exceed the established threshold and submit one resolution for all events in a given month versus individual resolutions for each event**).

PROHIBITED EXPENSES:

- a. Office Luncheons
- b. Staff/Team Meetings
- c. Legislative Meetings
- d. Staff Birthdays/Retirements
- e. "Working Luncheons" comprised of County Staff
- f. Half-Day Trainings
- g. Employee Picnics
- h. Employee Recognition Ceremonies not part of the County's Employee Recognition Program
- i. Food/Beverage for Extended Work Hours
- j. Office Drinking Water (See Section III. Financial Rules, Subsection g. Water Coolers)
- k. Bottled Water*
- l. Office Coffee & Supplies*

***Bottled Water, coffee & supplies are allowable only when purchased as part of the permissible meetings, trainings, and events listed above and should be kept to a reasonable amount to avoid over-purchasing.**

Food/beverage listed under Prohibited Expenses may be offered, however at the employee's expense.

III. Purchase of Supplies and Small Electronics/Appliances

Departments shall not purchase small electronics/appliances such as coffee makers, microwaves, refrigerators, etc. from County budgets for employee use. If there is a common breakroom in any building, such breakroom shall be exempt from these purchases.

Departments shall not purchase paper plates, plastic utensils, disposable cups, and napkins for employee use. These purchases are only allowable if associated with one of the permissible meetings, trainings, or events with the understanding that purchases are to be kept to a reasonable amount to avoid over-purchasing.

IV. Purchase of Gas Cards and Gift Cards

Departments are allowed to purchase gas cards and gift cards as part of their programmatic needs for clientele use only. Tioga County employees are not eligible to receive a County paid/issued gas or gift card, with the exception of the Wellness Trust Account funds managed by the County Treasurer through the Public Health Department for their monthly Wellness promotions.

Departments are allowed to purchase gift cards as part of a County Department promotional giveaway for public use only. Tioga County employees are prohibited from entering promotional contests.

Departments are required to maintain a record of the number of gas and gift cards purchased, to whom they have been issued, and for said purpose.

Departments are required to keep all purchased gas and gift cards in a secure location until time of issuance.

Departments are required to adhere to the County's Purchasing and Procurement Policy including sales tax, gratuity, and Purchase Card requirements. Purchases will not be reimbursed without an itemized receipt. Failure to obtain an itemized receipt will result in the cardholder reimbursing the Tioga County Treasurer for said purchase.

V. Effective Date

This policy has been revised in its entirety, replaced, and renamed and the effective date of this policy shall be July 11, 2023.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 298-23 *AMEND EMPLOYEE HANDBOOK:
ADD NEW POLICY TO SECTION IX. SAFETY RULES;
SUBSECTION E. ENTITLED TIOGA COUNTY
RESPIRATORY PROTECTION PROGRAM FOR THE
VOLUNTARY USE OF RESPIRATORS*

WHEREAS: The current Tioga County Respiratory Protection Program policy does not address voluntary use of respirators; and

WHEREAS: Many Tioga County departments have a supply of N95 masks due to the COVID-19 pandemic, however, there is not a County policy that allows for continued voluntary use once the pandemic emergency orders expired; and

WHEREAS: The Safety Officer in cooperation with Tioga County Public Health has written a policy to address the voluntary use of respirators for Tioga County employees; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the adoption of Tioga County Respiratory Protection Program for the Voluntary Use of Respirators; and be it further

RESOLVED: That the Employee Handbook is hereby amended to add a new policy to Section IX, Subsection e. entitled Tioga County Respiratory Protection Program for the Voluntary Use of Respirators.

e. TIOGA COUNTY RESPIRATORY PROTECTION PROGRAM FOR THE VOLUNTARY USE OF RESPIRATORS

CONTENTS:

- I. SCOPE AND APPLICATION
- II. PROGRAM ADMINISTRATOR'S RESPONSIBILITIES
- III. MEDICAL EVALUATION
- IV. CLEANING, MAINTAINING, AND STORING THE RESPIRATORS
- V. PROGRAM REVIEW

APPENDIX D - §1910.134- INFORMATION FOR EMPLOYEES USING THE RESPIRATORS WHEN NOT REQUIRED UNDER THE STANDARD

FORM 1: RESPIRATORS FOR VOLUNTARY USE DETERMINED THROUGH HAZARD ASSESSMENTS

SIGN-OFF FORM FOR VOLUNTARY RESPIRATOR USE: APPENDIX D

I. SCOPE AND APPLICATION

This program applies when employees request to use respirators in situations where the Tioga County Safety Officer has determined, through an evaluation of the hazards as outlined in Table 1, that respirator use is not required by any applicable OSHA standard. In these situations, employees may be given supervisory permission to use respiratory protection for comfort or for additional protection. This policy covers the use of dust masks or N95 filtering facepiece respirators only.

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is sometimes advisable, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker.

Any employee who wants to wear a respirator – other than a dust mask – on a voluntary basis is subject to the medical evaluation requirement; all voluntary users are subject to the cleaning, maintenance, and storage elements of this program.

II. PROGRAM ADMINISTRATOR'S RESPONSIBILITIES

The Respiratory Protection Program Administrator is the knowledgeable person at the workplace who is responsible for overseeing this program for the voluntary use of respiratory protection. The Program Administrator for Tioga County is the Safety Officer.

The Program Administrator has the following duties:

- Evaluate the workplace for respiratory hazards.
- Ensure that the respirators being used voluntarily are appropriate for the employee's job and intended function.
- Ensure that employees maintain and store their respirators in a sanitary condition.
- Provide voluntary users with the information contained in OSHA's Respiratory Protection Standard, 29CFR1910.134: Appendix D "Information for employees using respirators when not required under the standard."
- Maintain any training records and/or the employee's acknowledgement for receiving Appendix D.

III. MEDICAL EVALUATION

Dust masks and N95 filtering facepiece respirators do not require a medical evaluation for voluntary use.

IV. CLEANING, MAINTAINING, AND STORING THE RESPIRATORS

Cleaning

Dust masks and N95 filtering facepiece respirators are "disposable respirators." They must be discarded after use, or when they become damaged or soiled. Replace dust masks and N95 respirators regularly after use or when the surface is torn, dirty or the straps break.

Maintenance

Reusable respirators must be properly maintained. Maintenance includes a thorough visual inspection for cleanliness and defects. It must be discarded after use, or when it becomes damaged or soiled.

Respirator Storage

Respirators must be stored in a clean, dry area according to the manufacturer's recommendations. Respirators should be stored in a manner so that the dust mask is not bent or distorted.

V. PROGRAM REVIEW

The Program Administrator will evaluate the Voluntary Respirator Program annually to ensure that it's adequate and that employee concerns regarding respiratory protection are addressed.

APPENDIX D TO §1910.134: INFORMATION FOR EMPLOYEES USING RESPIRATORS WHEN NOT REQUIRED UNDER THE STANDARD (MANDATORY)

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker. Sometimes, workers may wear respirators to avoid exposure to hazards, even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If your employer provides respirators for your voluntary use, or if you provide your own respirator, you need to take certain precautions to be sure that the respirator itself does not present a hazard.

You should do the following:

1. Read and heed all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirator's limitations.
2. Choose respirators certified for use to protect against the contaminant of concern. NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It will tell you what the respirator is designed for and how much it will protect you.
3. Do not wear your respirator in atmospheres containing contaminants which your respirator is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or very small solid particles of fumes or smoke.
4. Keep track of your respirator so that you do not mistakenly use someone else's respirator.

[63 FR 1152, Jan. 8, 1998; 63 FR 20098, 20099, April 23, 1998; assembled at 69 FR 46993, Aug. 4, 2004, 71 FR 16672, April 3, 2006; 71 FR 50187]

FORM 1: RESPIRATORS FOR VOLUNTARY USE – DETERMINED THROUGH HAZARD ASSESSMENTS

Respirators for voluntary use at Tioga County Department of Public Works

Respirator	Area affected	Hazard
Dust Mask Filtering facepiece-N95	Mowing and trimming operations	Grass chaff, pollen and dust. Respirators are not required by OSHA standard, but dust masks/N95 may be used for employee comfort.

Respirators for voluntary use at all Tioga County Departments

Respirator	Area affected	Hazard
Dust Mask Filtering facepiece-N95	All outdoor work	Decreased air quality due to fine particulate matter in the atmosphere. Respirators are not required by OSHA standard, but dust masks/N95 may be used for employee comfort.

SIGN-OFF FORM FOR VOLUNTARY RESPIRATOR USE: APPENDIX D

Some Tioga County employees may choose to use filtering facepiece respirators, also referred to as N95 disposable dust masks, on a voluntary basis during activities that involve exposures to low-level, non-hazardous nuisance dust or other similar particulate. According to the Tioga County Respiratory Protection Program for the Voluntary Use of Respirators and Occupational Safety and Health Administration (OSHA) regulations, Tioga County must provide you with the following information if you wear a filtering facepiece respirator voluntarily. The following information is copied from the OSHA Respiratory Protection Standard and pertains to the voluntary use of respirators. After reading the information below, please complete the section at the end of this form.

The filtering facepiece respirator you have elected to use is approved, when fitted properly, for use against nuisance non-hazardous particulate (sawdust, dirt, pollen, animal dander and atmospheric fine particulates). It will not provide protection from any chemical vapors such as those associated with spray paints or solvents. It is not intended for use during work that may involve exposure to airborne asbestos fibers, silica dust, or lead dust. Work you perform that may involve airborne asbestos fibers, silica dust, or lead dust should be reviewed by the Safety Office before the project proceeds. If you have questions concerning any of this information, please call the Safety Office at (607) 687-8238.

Please complete the section below:

Name (print): _____

Job Location/Department: _____

I have read and understood the information provided above:

Signature:

Date:

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Affidavit of Posting: I, Cathy Haskell, being duly sworn, depose and say that the posting of the resolution began on July 11, 2023 and continued for at least 30 days. That the resolution was available to the public on the

- Employer's website at www.tiogacountyny.gov
- Official sign board at Tioga County Legislative Office.
- Main Entrance Clerk's Office at _____

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell made a motion to bring forth one late-file resolution for Legislature consideration, seconded by Legislator Brown. Motion carried.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:	PUBLIC SAFETY COMMITTEE PERSONNEL COMMITTEE LEGAL, FINANCE, & SAFETY COMMITTEE
--------------	--

RESOLUTION NO. 300-23	<i>AUTHORIZE APPOINTMENT OF CAPTAIN-OPERATIONS OFFICER SHERIFF'S OFFICE</i>
-----------------------	---

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: Due to a retirement, the position of Captain-Operations Officer within the Sheriff's Office became vacant on June 9, 2023; and

WHEREAS: The Sheriff has identified a qualified candidate to appoint to the position; and

WHEREAS: During the July 6, 2023 Legislative Worksession, consensus was given to the Sheriff on the salary offer for his selected candidate; therefore be it

RESOLVED: That the Sheriff is hereby authorized to promote Trevor Yaeger to the title of Captain-Operations Officer at an annual, Management/Confidential salary of \$102,000 effective July 15, 2023 with no increase in pay on January 1, 2024; and be it further

RESOLVED: That the salary for the Undersheriff shall increase to \$103,000 effective January 1, 2024. The Sheriff's salary will increase to \$104,055, per Local Law No. 1 of 2023 effective January 1, 2024.

ROLL CALL VOTE

Yes – Legislators Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, and Brown.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Meeting adjourned at 12:18 p.m.

Public Hearing
Local Law Introductory No. B of 2023
July 20, 2023

The Public Hearing on Local Law Introductory No. B of 2023 A Local Law of the Tioga County Legislature of the County of Tioga, providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-a of the Real Property Tax Law was called to order by Chair Sauerbrey at 10:10 A.M. Legislators Ciotoli, Monell, Mullen, Roberts, and Sauerbrey were present with Legislator Standinger arriving at 10:12 a.m. and Legislators Brown, Flesher, and Weston being absent.

There were five people in attendance.

The Clerk read the legal notice as published in the official newspapers.

Director of Real Property Tax Services Palinosky spoke. "Good morning. My name is Steve Palinosky, Director of Real Property Tax Services. I will be providing a brief overview of the proposed Local Law providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-a of the Real Property Tax Law.

"As is stated in Section 1 of this Local Law, the Tioga County Legislature has determined that real property tax exemptions are an appropriate way to recognize the sacrifice and dedication of volunteer firefighters and ambulance workers and are an appropriate tool to help recruit and retain these volunteers.

"Authority for enacting this Local Law can be found in the Laws of New York, 2022, Chapter 670. That law repeals Sections 466-a through k of the Real Property Tax Law from 1999.

"The key points of this Local Law are as follows:

Exemption: Qualified members will receive a ten percent (10%) reduction in their assessment for the purpose of calculating the County portion of their Town & County tax bill.

Eligibility: Members must reside within Tioga County and serve in an organization that provides services within Tioga County. The property that receives the exemption must be owned by the member, either solely or jointly with their spouse, it must be the primary residence of the member, and must be used only for residential purposes. The member must be certified by the authority having jurisdiction as an enrolled member of that

organization. Members must serve for two (2) years before they are eligible for the exemption. Lifetime exemption applies to members who accrue over twenty (20) years of service and shall be granted the exemption for the remainder of their life, as long as their primary residence is located within Tioga County. The un-remarried surviving spouse of a member killed in the line of duty will continue to receive the exemption, as long as the deceased member had at least five (5) years of service and had been receiving the exemption prior to their death. The un-remarried surviving spouse of a deceased member who had been receiving a lifetime exemption, having accrued over twenty (20) years of service, will continue to receive the exemption as long as the deceased member had been receiving the exemption prior to their death.

Certification: The volunteer firefighter and ambulance service organizations in the County of Tioga are responsible for certifying which members, and un-remarried surviving spouses, are qualified for the exemption. Organizations must annually submit to the appropriate Town Assessor, by the last business day on or before January 31st, a list of members, and un-remarried surviving spouses, who they have certified as eligible to receive the exemption. Organizations must annually provide to their members, and un-remarried surviving spouses a certificate of eligibility for the exemption, to include the number of years of service, confirmation of enrollment as of the date of certification, or date of death, and the address of the residence. Members or un-remarried surviving spouses not receiving a lifetime exemption must file, annually, on or before taxable status date of March 1st, an application for this exemption with the appropriate Town Assessor. The Town Assessor will have the proper form and instructions, as prescribed by the New York State Commissioner of Taxation and Finance. The certification of eligibility received from their organization must be provided when filing. Members or un-remarried surviving spouses receiving a lifetime exemption do not need to file annually, so long as their eligibility status is unchanged.

Effective date: This Local Law will take effect on January 1, 2024, and shall apply to taxable status dates occurring on or after this date.

“Members who currently receive the volunteer firefighters and ambulance workers income tax credit may continue to receive that or apply for the property tax exemption, but they cannot receive both. Additional exemptions are possible through the adoption of this exemption by the municipalities and school districts

in the County. At this time, only the Town of Candor and Candor Fire District have adopted the exemption. The estimated number of eligible individuals is around 250. If all of them change to the property tax exemption, the anticipated impact on the County tax rate for the first year it would go into effect would be just over .1%.

“This concludes my overview of the proposed local law, and I am available to answer questions and provide additional information, as needed. Thank you.”

Legislator Mullen spoke. “Thank you, Steve for the job you did on this. I had a meeting with the Candor Fire Department when this was all starting to happen, and you were right on top of this when it became available for us to do this at the County level. You did a great job and having been the Chair of Public Safety prior, I know the fire departments and ambulance services are hurting. Certainly, this will help and hopefully other municipalities who haven’t adopted their own local law will soon do so.”

Legislator Roberts spoke. “Does one have to live in the same district as the fire department or ambulance service organization they belong to?”

Director of Real Property Tax Services Palinosky spoke. “Eligible members need to reside in Tioga County and be an active member of a fire department or ambulance service organization that services Tioga County.”

There being no public comments, the hearing was adjourned at 10:19 A.M.

Third Special Meeting
July 20, 2023

The Third Special Meeting of 2023 was held on July 20, 2023 and was called to order by the Chair at 10:19 a.m. Legislators Ciotoli, Monell, Mullen, Roberts, Sauerbrey, and Standinger were present with Legislators Brown, Flesher, and Weston being absent.

Chair Sauerbrey asked Legislator Ciotoli to have a moment of prayer. "Lord, thank you giving us the opportunity to meet today and please guide us as we make decisions for the people of Tioga County."

Legislator Ciotoli led all Legislators and those in attendance in the Pledge of Allegiance.

There were four people in attendance.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO:	LEGISLATIVE WORKSESSION
RESOLUTION NO. 301-23	AMEND RESOLUTION NO. 299-23 STANDARD WORK DAY AND REPORTING RESOLUTION

WHEREAS: The New York State Retirement System created new reporting regulations in 2009 that require establishment of terms and work hours for elected and appointed officials and a resolution stating such at the onset of each term; and

WHEREAS: Resolution No. 299-23 was adopted on July 11, 2023, however, upon further review of the Record of Activities, the Standard Work Day and Days/Months (based on Record of Activities) were incorrectly noted, and corrections are needed to comply with NYS Retirement System guidelines; therefore be it

RESOLVED: That Resolution No. 299-23 be hereby amended to reflect the correct Standard Work Day and Days/Months (based on Record of Activities) for the Assistant County Attorney; and be it further

RESOLVED: That the County of Tioga hereby establishes the following as standard work days for elected and appointed officials, and will report the following days worked to the New York State and Local Employees' Retirement System based on

the record of activities maintained and submitted by the following officials to the Clerk of this body;

Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Days/Month (based on Record of Activities)	Pay Frequency	Not Submitted
Appointed Officials						
Assistant County Attorney	Ronald Lanouette	7.00	01/17/2023-12/31/2025	11.42	Biweekly	

I, Cathy Haskell, Secretary/Clerk of the governing board of the County of Tioga, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 20th day of July, 2023 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Tioga County Legislature on this 20th day of July, 2023.

Tioga County Legislative Clerk

Affidavit of Posting: I, Cathy Haskell, being duly sworn, depose and say that the posting of the resolution began on July 20, 2023 and continued for at least 30 days. That the resolution was available to the public on the

- Employer's website at www.tiogacountyny.gov
- Official sign board at Tioga County Legislative Office.
- Main Entrance Clerk's Office at _____

ROLL CALL VOTE

Yes – Legislators Ciotoli, Monell, Sauerbrey, Mullen, Roberts, and Standing.

No – None.

Absent – Legislators Brown, Flesher, and Weston.

RESOLUTION ADOPTED.

Meeting was adjourned at 10:20 A.M.

*Eighth Regular Meeting
August 15, 2023*

The Eighth Regular Meeting of 2023 was held on August 15, 2023 and was called to order by the Chair at 12:05 P.M. Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, and Weston were present.

Chair Sauerbrey asked Legislator Flesher to have a moment of prayer. "Dear Lord, thank you for bringing us here today. Continue to give us the strength and the wisdom to perform our duties to the best of our abilities and continue to guide us in all our decision-making."

Legislator Flesher led all Legislators and those in attendance in the Pledge of Allegiance.

There were 15 people in attendance.

Chair Sauerbrey asked for a Moment of Silence in honor of Robert Korba who passed away on August 8, 2023. Mr. Korba was employed as the Commissioner of Public Works from 1974-2000.

Chair Sauerbrey asked for a unanimous motion for the following recognition resolution, seconded unanimously and carried.

Legislator Standinger read and presented the following resolution to Anita T. Teed, Coordinator of Child Support Enforcement, Department of Social Services.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 302-23 *RECOGNIZE ANITA T. TEED
34 YEARS OF DEDICATED SERVICE
DEPARTMENT OF SOCIAL SERVICES*

WHEREAS: Anita began her career with the Tioga County Department of Social Services on August 21, 1989, as a Social Welfare Examiner. In June 2001, Anita was promoted to Support Investigator in the Child Support Collections Unit, and to Senior Support Investigator in July 2019. Anita was promoted to her current position as Coordinator of Child Support Enforcement in December 2020; and

WHEREAS: Anita Teed has been a dedicated and loyal employee in the performance of her duties; and

WHEREAS: Anita Teed has shown the highest levels of reliability, trust, loyalty, and competence in the performance of her duties; and

WHEREAS: Anita Teed will retire on August 31, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Anita Teed for her thirty-four years of dedicated and loyal service to the Tioga County Department of Social Services and its most vulnerable citizens; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this loyal, dedicated, and outstanding employee, Anita T. Teed.

ROLL CALL VOTE

Unanimously Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED UNANIMOUSLY.

Legislator Standing spoke. “Anita, 34 years is a long time and I know for a fact that you are doing a bang-up job up there, but you are going to enjoy your retirement, I am sure. You probably have all kinds of things to do and probably Shawn has aspirations to drag you back into the HEAP world.”

Commissioner of Social Services Yetter spoke. “You couldn’t go to 35? As shared in the recognition resolution, Anita began with the agency in 1989 as a Social Welfare Examiner and through her solid and impressive work ethic and the ability to get the job done, she has moved up into the position she is retiring from as Coordinator of Child Support Enforcement; a title she has held since December 2020.

“Over the years, Anita has impressed all of us as a true role model and one of the ‘best come to work everyday and get the job done’ employees we have. The people she currently supervises have no doubt learned from that work ethic and Anita has been a true asset to our department every step of the way.

“Anita’s professionalism and sensitivity are her strong suits. Both of which her colleagues and the people we serve appreciate. Her tactfulness, personality, and approach allow her to build positive relationships within even the most difficult of situations. As a Social Welfare Examiner, Support Investigator, Senior Support Investigator, and finally Coordinator of Child Support Enforcement, Anita has very quietly, for well over 30 years, made sure that people in the community and most importantly children have access to the resources they are entitled to that improve their lives day in and day out.

“Anita brings to the table a true sense of compassion for others and when you put that with her untouchable work ethic and dedication, she is an employee that everyone can be proud of and that will be truly missed.

“Thank you, Anita for your many years of loyalty to the Department of Social Services and ultimately to the people we serve. I wish you a long, healthy, happy retirement.”

Anita Teed spoke. “Thank you very much. I really appreciate it.”

Chair Sauerbrey reported we have two Proclamations; **National Suicide Prevention Awareness Month in Tioga County** and **National Recovery Month in Tioga County** that will be noted in the minutes.

Doug Barton, Owego, NY had privilege of the floor. “Well, most of the time when people step up to the podium it is to complain about something. I am not here to do that. I have spoken with many retirees and Gail, and I have had some personal experiences and we are here to thank you.

“A number of years ago, the Personnel Office and specifically Amy Poff, Benefits Manager, spent a lot of time looking into the health care coverage that affects retirees. We went back and forth and listened, and they made a decision that we are all thankful for and I want to thank the Legislature for supporting their decision and what that has had in terms of an impact on retirees. Under the current healthcare system that we have, we have access to proper doctors, necessary tests for diagnostic reasons, and we are able to do all of this and not be concerned about the cost of our care. Let me tell you this, when you have a major issue health wise not having to worry about the cost takes a big burden off of you. You have enough to worry about and you are trying to choose doctors and make decisions about treatment and care and that is the least thing you want to worry about and under the current system, you have succeeded in providing that for us as retirees.

“I know that many decisions that you make have an effect on the people of Tioga County and this one decision to support the healthcare system for the retirees is a system that has had a major impact on our quality of life and our ability

to get good healthcare. I am just here to thank you very much for that, so thank you."

Legislator Monell made a motion to approve the minutes of July 11 and 20, 2023, seconded by Legislator Brown and carried.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 303-23 ADOPT LOCAL LAW NO. 2 OF 2023

WHEREAS: A public hearing was held on July 20, 2023, following due notice thereof to consider the adoption of Local Law Introductory No. B of the Year 2023; A Local Law providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-a of the Real Property Tax Law; and

WHEREAS: It is in the best interest of the residents of Tioga County to adopt such Local Law which will be Local Law No. 2 of 2023; therefore be it

RESOLVED: That the following Local Law be and hereby is adopted:

County of Tioga

Local Law No. 2 of the Year 2023.

A Local Law providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-a of the Real Property Tax Law.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: PURPOSE.

The Tioga County Legislature has determined that attracting and retaining quality volunteer firefighters and ambulance workers is a key component in providing for the safety and welfare of County residents, but also presents a significant challenge throughout the municipalities of the County.

The Tioga County Legislature has also determined that real property tax exemptions are an appropriate way to recognize the sacrifice and dedication of volunteer firefighters and ambulance workers and are an appropriate tool to help recruit and retain these volunteers.

Accordingly, it is the purpose of this Local Law to adopt the Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-a of the Real Property Tax Law.

SECTION 2: REAL PROPERTY TAX EXEMPTION.

Real Property owned by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated volunteer ambulance service, or by such enrolled member and their spouse, shall be exempt for ten percent (10%) of the assessed value of their property for calculation of real property taxes for the County of Tioga, exclusive of special assessments.

SECTION 3: ELIGIBILITY REQUIREMENTS.

Such exemption shall be granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, provided that:

- A. The volunteer firefighter or ambulance worker resides in the County of Tioga, and the County of Tioga is served by such incorporated fire company, fire department, or incorporated voluntary ambulance service; and
- B. The property is owned by the volunteer firefighter or ambulance worker, including property owned jointly with their spouse; and
- C. The property is the primary residence of the volunteer firefighter or ambulance worker; and
- D. The property is used exclusively for residential purposes, provided, however, that in the event any portion of such property is not used exclusively for the applicant's residence, but is used for other purposes, such portion shall be subject to taxation, and the remaining portion only shall be entitled to the exemption provided by this Local Law; and
- E. The volunteer firefighter or ambulance worker is certified by the authority having jurisdiction as an enrolled member of such an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; and
- F. The volunteer firefighter or ambulance worker meets the minimum service requirement established by the County of Tioga for exemption from Tioga County real property taxes, which is hereby established as two (2) years of service.

SECTION 4. LIFETIME EXEMPTION.

Any eligible enrolled member who accrues more than 20 years of active volunteer service, as certified by the authority having jurisdiction, shall be granted the ten percent (10%) exemption, as authorized by this Local Law, for the remainder of their life, as long as their primary residence is located within the County of Tioga.

SECTION 5: UN-REMARIED SURVIVING SPOUSE OF ENROLLED MEMBER KILLED IN THE LINE OF DUTY.

The un-remarried surviving spouse of a deceased enrolled member, as certified by the authority having jurisdiction, is qualified to continue to receive the ten percent (10%) exemption, as long as the deceased volunteer had been an enrolled member for at least five (5) years of service and had been receiving the exemption prior to their death.

SECTION 6: UN-REMARIED SURVIVING SPOUSE OF ENROLLED MEMBER WITH LIFETIME EXEMPTION.

The un-remarried surviving spouse of a deceased enrolled member, as certified by the authority having jurisdiction, who had been receiving a lifetime exemption as a result of accruing over twenty (20) years of service is qualified to continue to receive the ten percent (10%) exemption as long as the deceased volunteer had been receiving the exemption prior to their death.

SECTION 7: CERTIFICATION AND APPLICATION PROCESS.

- A. The volunteer firefighter and ambulance service organizations in the County of Tioga are responsible for certifying which members, and un-remarried surviving spouses, are qualified for the ten percent (10) real property tax exemption.
- B. The volunteer firefighter and ambulance service organizations in the County of Tioga must annually submit to the appropriate Town Assessor, by the last business day on or before January 31st, a list of members, and un-remarried surviving spouses, who they have certified as eligible to receive the real property tax exemption.
- C. The volunteer firefighter and ambulance service organizations in the County of Tioga must annually provide to their members, and un-remarried surviving spouses, upon request, a certification of the member's or un-remarried spouse's eligibility for the real property tax exemption, to include the number of years of service, confirmation of enrollment as of the date of certification, or date of death, and the address of the residence.

- D. Members or un-remarried surviving spouses not receiving a lifetime exemption must file, annually, on or before taxable status date of March 1st, an application for this exemption with the appropriate Town Assessor. The Town Assessor will have the proper form and instructions, as prescribed by the New York State Commissioner of Taxation and Finance.
- E. Members or un-remarried surviving spouses receiving a lifetime exemption do not need to file annually, so long as their eligibility status is unchanged.

SECTION 8: NO DIMINUTION OF BENEFITS.

No applicant who is a volunteer firefighter or ambulance worker who by reason of such status is receiving any benefit under the provisions of the law on the effective date of this Local Law shall suffer any diminution of such benefits because of the provisions of this Local Law.

SECTION 9: SEVERABILITY.

If any clause, sentence, phrase, paragraph, subdivision, section, rule or part of this ordinance shall be adjudged by any Court or Agency of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, phrase, paragraph, subdivision, section, rule or part thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 10: EFFECTIVE DATE.

This Local Law will take effect on January 1, 2024, and shall apply to taxable status dates occurring on or after such date.

Legislator Mullen spoke. "I would like to thank Steve Palinosky, Real Property Director, who led the way at the Tioga County government level on this local law. Having been the former Chair of the Public Safety Committee and dealing with quite a few of the fire departments and the current situation with both EMS and volunteer firefighters, I think it is more of our duty to do something like this to allow anything we can do to help our local fire departments and emergency service personnel on the job. I am glad that we did this, and this represents good government. People put their lives on the line for us and our family and just getting a little bit of recognition for doing what they do voluntarily. Thank you, Steve, the Real Property Office, and the Legislature for expediting this and getting it done rather quickly."

Legislator Standinger spoke. "It is a small price to pay to keep the volunteers active and participating in the fire departments. I have never experienced a fire

at my house, but I am a certified fire investigator and I have been to a lot of them. It is a tough job to run into a burning building and for people that participate in the fire department, there should be some incentive for that, and I am glad that we are able to do this."

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts introduced Local Law Introductory No. C of 2023.

Local Law Filing	New York State Department of State 41 State Street, Albany, NY 12231
------------------	---

County of Tioga

Local Law No. X of the Year 2023.

A Local Law providing for the collection of a hotel and motel tax in Tioga County.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: TITLE.

This local Law shall be known as the "Hotel/Motel Tax Law."

SECTION 2: PURPOSE.

The purpose of this Local Law is to enhance the general economy of Tioga County, its cities, towns, and villages through promotion of tourists, activities, conventions, trade shows, special events, and other directly related and supporting activities.

SECTION 3: DEFINITIONS.

HOTEL/MOTEL - Any facility or a portion thereof providing lodging on an over-night basis, in exchange for any consideration, and shall include those facilities designated and commonly known as "bed and breakfast" and "tourist" facilities.

OCCUPANCY - The use or possession, or the right to the use or possession of any room in a hotel or motel.

OCCUPANT - A person who, for a charge or any consideration uses, possesses, or has the right to use or possess, any room in a hotel or motel under any lease, concession, permit, right, license, agreement, or otherwise.

OPERATOR - Any person operating a hotel or motel in Tioga County including but not limited to the owner, proprietor, lessee, sub-lessee, mortgagee in possession, licensee, or any other person otherwise operating such hotel or motel.

PERMANENT RESIDENT - A person occupying any room or rooms in a hotel or motel for at least fourteen (14) consecutive days.

PERSON - An individual, partnership, society, association, joint stock company, corporation, estate, receiver, trustee, assignee, referee, and any other person acting in a fiduciary or representative capacity, whether appointed by a court or otherwise, and any combination of the foregoing.

RENT – The consideration received for occupancy valued in money, whether received in money, or otherwise.

RETURN - Any return filed or requested to be filed as herein provided.

ROOM - Any room or rooms of any kind in any part or portion of a hotel or motel, which is available for rent or otherwise let out for the lodging of guests.

TREASURER – Tioga County Treasurer

SECTION 4: TAX.

A tax in the amount of four percent (4%) of the per diem rental rate for each room occupied, is hereby assessed on all hotels and motels in Tioga County, provided, however, that such tax shall not be applicable to a permanent resident of a hotel or motel.

SECTION 5: EXEMPTION.

Such tax shall not be imposed on any transaction, by or with any of the following:

(A) The State of New York, or any public corporation (including a public corporation created pursuant to agreement or compact with another state or the dominion of Canada), improvement district or other political subdivision of the State.

(B) The United States of America, insofar as it is immune from taxation;

(C) Any corporation or association, or trust, or community chest, fund or foundation organized and operated exclusively for religious, charitable or educational purposes, or for the prevention of cruelty to children or animals, and no part of the net earnings of which inures to the benefit of any private shareholder or individual and no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation; provided, however, that nothing in this paragraph shall include an organization operated for the primary purpose of carrying on a trade or business for profit, whether or not all of its profits are payable to one or more organizations described in this paragraph.

SECTION 6: REGISTRATION.

Within three (3) days after commencing business or opening, every operator shall file with the Treasurer a registration application in a form prescribed by the Treasurer.

SECTION 7: ADMINISTRATION AND COLLECTION.

(A) The tax imposed by this local law shall be administered and collected by the Treasurer, or other fiscal officers of Tioga County, by such means and in such manner as other taxes which are now collected and administered by such officers or as otherwise may be provided by such local law.

(B) The tax to be collected shall be stated and charged separately from the rent and shown separately on any record thereof, at the time when the occupancy is arranged or contracted for and charged for, and upon every evidence of occupancy or any bill or statement of charge made for said occupancy issued or delivered by the operator. The tax shall be paid by the occupant to the operator or to the person entitled to be paid the rent or charge for the hotel or motel occupied for and on account of the County, and the operator or person entitled to be paid the rent or charge shall be liable for the collection and payment of the tax.

(C) The operator or any officer of any corporate operator shall be personally liable for the tax collected or required to be collected under this local law, and such operator or person entitled to be paid the rent or charge shall have the same right in respect to collecting the tax from the occupant, or in respect to non-payment of the tax by the occupant, as if the tax were a part of the rent or charge and payable at the same time as the rent or charge; provided, however, that the Treasurer or other fiscal officers, employees or agents specified in this local law, shall be joined as a party in any action or proceeding brought to collect the tax by the operator or by the person entitled to be paid the rent or charge.

(D) The Treasurer may, whenever deemed necessary for the proper enforcement of this local law, provide that the occupant shall file returns and pay directly to the Treasurer, the tax herein imposed.

(E) For the purpose of the proper administration of this local law and to prevent evasion of the tax hereby imposed, it shall be presumed that all rents are subject to tax until the contrary is established, and the burden of proving that a rent for occupancy is not taxable hereunder shall be upon the operator, except that, where by regulation pursuant to subdivision (d) of this section, an occupant is required to file returns and pay directly to the Treasurer the tax herein imposed, the burden of proving that a rent for occupancy is not taxable shall be upon the occupant.

(F) Where an occupant claims exemption from the tax under the provisions of section five of this local law, the rent shall be deemed taxable hereunder unless the operator shall receive from the occupant claiming such exemption a certificate duly executed by an exempt corporation or association certifying that the occupant is its agent, representative, or employee, together with a certificate executed by the occupant that his occupancy is paid or to be paid by such exempt corporation or association, and is necessary or required in the course of or in connection with the occupant's duties as a representative of such corporation or association. Where deemed necessary, the operator may further require that any occupant claiming exemption from the tax furnish a copy of a certificate issued by the Treasurer certifying that the corporation or association therein named is exempt from the tax under section five of this local law.

SECTION 8: RECORDS TO BE KEPT.

Every operator shall keep records of every occupancy and of all rent paid, charged and due thereon and of the tax payable thereon, in such form as the Treasurer may require. Such records shall be available for inspection and examination at any time upon demand by the Treasurer or the Treasurer's duly authorized agents or employees, and shall be preserved for a period of not less than three (3) years, except that the Treasurer may consent in writing to their destruction within that period or may in writing require that such records be kept and maintained for a specified period in excess of three (3) years.

SECTION 9: RETURNS.

(A) The filing of returns and the payment of the tax shall be paid to the Treasurer on a quarterly basis. Such returns shall be filed within twenty (20) days from the expiration of the period covered thereby. The Treasurer may permit or require returns to be made by other periods and upon such dates as may be specified.

If the Treasurer deems it necessary in order to insure the payment of the tax imposed by this local law, the Treasurer may require returns to be made for shorter periods than those prescribed pursuant to the foregoing provisions of this section and upon such dates as may be specified.

(B) The forms of returns shall be prescribed by the Treasurer and shall contain such information as may be deemed for the proper administration of this local law. The Treasurer may require amended returns to be filed within twenty (20) days after notice and to contain the information specified in the notice.

(C) If the return required by this local law is not filed, or a return filed is incorrect or insufficient on its face, the Treasurer shall take the necessary steps to enforce the filing of such return or of a corrected return.

SECTION 10: PAYMENT OF TAX.

(A) Upon the time of filing a return of occupancy and of rents, each operator shall pay to the Treasurer the taxes imposed by this local law upon the rents required to be included in such return, as well as other monies collected by the operator acting or purporting to act under the provisions of this local law.

(B) Where the Treasurer, in his discretion, deems it necessary to protect revenues to be obtained under this local law, the Treasurer may require any operator obligated to collect the tax imposed by this local law to file with the Treasurer's office a bond, issued by a surety company authorized to transact business in this state and approved by the superintendent of insurance of this state as to solvency and responsibility, in such amount as the Treasurer may fix to secure the payment of any tax and/or penalties and interest due or which may become due from such operator.

(C) In the event the Treasurer determines that an operator is to file such bond, notice shall be given by the Treasurer to such operator to that effect specifying the amount of the bond required.

(D) The operator shall file such bond within five (5) days after the issuance of such notice, unless within five (5), days the operator shall serve upon and deliver to the Treasurer a written request for a hearing before the Treasurer at which the necessity, propriety and amount of the bond shall be determined by the Treasurer. Any determination by the Treasurer upon such hearing shall be final and shall be complied with by the operator within fifteen (15) days after the giving of notices thereof.

(E) In lieu of such bond, securities approved by the Treasurer or cash in such amount as may be prescribed, may be deposited which shall be kept in the custody of the Treasurer who may at any time without notice of the depositor apply them to any tax and interest and penalties due, and for that purpose the securities may be sold by the Treasurer at public or private sale without notice to the depositor thereof.

SECTION 11: DETERMINATION OF TAX.

If a return required by this local law is not filed, or if a return is incorrect or insufficient, the amount of tax due shall be determined by the Treasurer from such information as may be obtainable and, if necessary, the tax may be estimated on the basis of external indices, such as number of rooms, location, scale of rents, comparable rents, type of accommodations and service, number of employees and/or other factors. Notice of such determination shall finally and irrevocably fix the tax unless the person against whom it is assessed, within thirty (30) days after giving of such notice of such determination, shall apply to the Treasurer for a hearing, or unless the Treasurer of its own motion shall re-determine the same. After such hearing, the Treasurer shall give notice of the determination made to the person against whom the tax is assessed. Any final determination of the amount of any tax payable hereunder, shall be reviewable for error, illegality or unconstitutionality or any other reason whatsoever by a proceeding under article seventy-eight of the Civil Practice Law and Rules if application therefor is made to the Supreme Court within thirty (30) days after the giving of the notice of such final determination, provided, however, that any such proceeding under article seventy-eight of the Civil Practice Law and Rules shall not be instituted unless:

(A) The amount of tax sought to be reviewed, with such interest and penalties thereon as may be provided for by local law or regulation shall be first deposited and there is filed an undertaking, issued by a surety company authorized to transact business in this state and approved by the superintendent of insurance of this state as to solvency and responsibility, in such amount as a justice of the Supreme court shall approve to the effect that if such proceeding be dismissed or the tax confirmed, the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding; or

(B) At the option of the petitioner, such undertaking may be in a sum sufficient to cover the taxes, interests, and penalties stated in such determination plus the costs and charges which may accrue against such petitioner in the prosecution of the proceeding, in which event the petitioner shall not be required to pay such taxes, interests or penalties as a condition precedent to the application.

SECTION 12: JUDICIAL REVIEW.

(A) Any final determination of the amount of any tax payable hereunder shall be reviewable for error, illegality or unconstitutionality or any other reason whatsoever by a proceeding under article seventy-eight of the civil practice law and rules if application therefore is made to the supreme court within thirty days after the giving of the notice of such final determination, provided, however, that any such proceeding under article seventy-eight of the civil practice law and rules shall not be instituted unless:

1. The amount of any tax sought to be reviewed, with such interest and penalties thereon as may be provided for, shall be first deposited and there is filed an undertaking, issued by a surety company authorized to transact business in this state and approved by the superintendent of insurance of this state as to solvency and responsibility, in such amount as a justice of the supreme court shall approve to the effect that if such proceeding be dismissed or the tax confirmed the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding; or
2. At the option of the petitioner such undertaking may be in a sum sufficient to cover the taxes, interests and penalties stated in such determination plus the costs and charges which may accrue against it in the prosecution of the proceeding, in which event the petitioner shall not be required to pay such taxes, interest or penalties as a condition precedent to the application.

(B) Where any tax imposed hereunder shall have been erroneously, illegally or unconstitutionally collected and application for the refund thereof duly made to the Treasurer, and he shall have made a determination denying such refund, such determination shall be reviewable by a proceeding under article seventy-eight of the civil practice law and rules, provided, however, that such proceeding is instituted within thirty days after the giving of the notice of such denial, that a final determination of tax due was not previously made, and that an undertaking is filed with the proper fiscal officer or officers in such amount and with such sureties as a justice of the supreme court shall approve to the effect that if such proceeding be dismissed or the tax confirmed, the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding.

SECTION 13: PENALTY AND INTEREST.

There shall be a penalty for failure to file said return and pay over the tax to the Treasurer on the date due in the amount of ten (10%) percent of the amount of the tax due plus interest at the rate of one percent (1%) of such tax for each month of delay, excepting the first month after such return was required to be filed or such tax became due.

SECTION 14: LIMITATION OF TIME.

Except in the case of a willfully false or fraudulent return with intent to evade the tax, no assessment of additional tax shall be made after the expiration of more than three years from the date of the filing of a return, provided, however, that where no return has been filed as provided by law the tax may be assessed at any time.

SECTION 15: RESERVES.

In cases where the occupant or operator has applied for a refund and has instituted a proceeding under article seventy-eight of the Civil Practice Law and Rules to review a determination adverse to such occupant or operator on such application for a refund, the Treasurer shall set aside sufficient monies to meet any decision adverse to the County.

SECTION 16: APPLICATION OF FUNDS.

All revenues resulting from the imposition of the tax under this local law shall be paid into the treasury of Tioga County and shall be credited to and deposited in the general fund of the County, thereafter to be allocated at the discretion of the County Legislature of the County of Tioga for the purposes of tourism and economic development; provided, however, that the County shall be authorized to retain up to a maximum of five percent of such revenue to defer the necessary expenses of the County in administering such tax. The revenue derived from the tax, after deducting the amount provided for administering such tax, shall be allocated to enhance the general economy of Tioga County, its cities, towns, and villages, through promotion of tourist activities, conventions, trade shows, special events, and other directly related and supporting activities.

SECTION 17: REMEDIES EXCLUSIVE.

The remedies provided by sections eleven (11) and twelve (12) of this local law shall be the exclusive remedies available to any person for the review of the tax liability imposed by this local law; and no determination or proposed determination of tax or determination on any application for refund or credit shall be enjoined, contested or reviewed by any action or proceeding, except by a proceeding under article seventy-eight of the Civil Practice Law and Rules provided, however, that a taxpayer may proceed by declaratory judgment if suit is instituted within thirty (30) days after a deficiency assessment to the Treasurer prior to the institution of such suit and posts a bond for costs pursuant to section twelve (12) of this local law.

SECTION 18: PROCEEDINGS TO RECOVER TAX.

(A) Whenever any operator or other person shall fail to collect and pay over any tax and/or to pay any tax, penalty or interest imposed by this local law as herein provided, or whenever any occupant shall fail to pay any such tax, penalty or interest, the County Attorney shall, upon the request of the Treasurer bring or cause to be brought an action to enforce the payment of the same on behalf of Tioga County in any court of the State of New York or of any other state or of the United States.

(B) Notwithstanding any other provision of this section, if the Treasurer, in its discretion, believes that any such operator, occupant or other person is about to cease business, leave the state or remove or dissipate the assets out of which the tax or penalties might be satisfied, and that any such tax or penalty will not be paid when due, the Treasurer may declare such tax or penalty to be immediately due and payable and may issue a warrant, as provided in this section, immediately.

(C) As an additional alternate remedy, the Treasurer may issue a warrant, directed to the Tioga County Sheriff or to the Sheriff of any other county commanding said Sheriff to levy upon and sell the real and personal property of the operator, occupant, or other person liable for the tax, which may be found within the County for the payment of the amount thereof, with any penalties and interest and the cost of executing the warrant, and to return such warrant to the Treasurer and to pay to the Treasurer the money collected by virtue thereof within sixty (60) days after the receipt of such warrant. The sheriff shall, within five (5) days after the receipt of the warrant, file with the County Clerk a copy thereof, and thereupon such Clerk shall enter in the judgment docket the name of the person mentioned in the warrant and the amount of tax, penalties and interest for which the warrant is issued and the date when such copy is filed. Thereupon the amount of such warrant so docketed shall become a lien upon the interest in real and personal property of the person against whom the warrant is issued. The Sheriff shall then proceed upon the warrant, in the same manner, and with like effect, as that provided by in respect to executions issued against property judgments of a court of record and for services in executing the warrant the Sheriff shall be entitled to the same fees, which may be collected in the same manner. In the discretion of the Treasurer, a warrant of like terms, force and effect may be issued and directed to any officer or employee of the Treasurer and in the execution thereof such officer or employee shall have all the powers conferred upon by the Sheriff, but shall be entitled to no fee or compensation in excess of the actual expenses paid in the performance of such duty. If a warrant is returned not satisfied in full, the Treasurer may from time to time issue new warrants and shall also have the same remedies

to enforce the amount due thereunder as if the County has recovered judgment therefor and execution thereon has been returned unsatisfied.

(D) Whenever an operator shall make a sale, transfer, or assignment in bulk of any part of the whole of a hotel, motel, or lease, or of such operator's business assets, otherwise than in the ordinary course of business, the purchaser, transferee or assignee shall at least ten (10) days before taking possession of the subject of the said sale, transfer or assignment, or paying therefor, notify the Treasurer by registered mail of the proposed sale and of the price, terms and conditions thereof whether or not the seller, transferor or assignor, has represented to or informed the purchaser, transferee or assignee that any tax is owed pursuant to this local law, and whether or not the purchaser, transferee or assignee has knowledge that such taxes are owing, and whether any such taxes are in fact owing.

(E) Whenever the purchaser, transferee or assignee shall fail to give notice to the Treasurer as required by sub-section eighteen (18) (d), of this section or whenever the Treasurer shall inform the purchaser, transferee, or assignee that a possible claim for such tax or taxes exists, any sums of money, property or choses in action, or other consideration, which the purchaser, transferee or assignee is required to transfer over to the seller, transferor or assignor shall be subject to a first priority right and lien of any such taxes theretofore or thereafter determined to be due the seller, transferor or assignor to the County, and the purchaser, transferee or assignee is forbidden to transfer to the seller, transferor or assignor any such sums of money, property or choses in action to the extent of the amount of the County's claim. For failure to comply with the provisions of this sub-section, the purchaser, transferee or assignee, in addition to being subject to the liabilities and remedies imposed under the provisions of article six of the Uniform Commercial Code, shall be personally liable for the payment determined to be due to the County from the seller, transferor or assignor, and such liability may be assessed and enforced in the same manner as the liability for tax under this local law.

SECTION 19: GENERAL POWERS OF THE TREASURER.

In addition to the powers granted to the Treasurer by County Law and this local law, the Treasurer is hereby authorized and empowered:

(A) To make, adopt and amend rules and regulations, and to issue orders, appropriate to the carrying out of this local law and the purposes thereof;

(B) To extend for cause shown the time of filing any return for a period not exceeding thirty (30) days; and for cause shown, to remit or waive penalties but

not interest; and to compromise disputed claims in connection with the taxes hereby imposed.

(C) To request information from the tax commissioner of the State of New York or the treasury department of the United States relative to any person; and to afford information to such tax commissioner or such treasury department relative to any person, any other provision of this local law to the contrary notwithstanding

(D) To delegate said functions hereunder to any employee or employees of the Treasurer

(E) To prescribe methods for determining the rents for occupancy and to determine the taxable and nontaxable rents

(F) To require any operator within the County to keep detailed records of the nature and type of hotel or motel maintained, nature and type of service rendered, the rooms available and rooms occupied daily, leases or occupancy contracts or arrangements, rents received, charged and accrued, the names and addresses of the occupants, whether or not any occupancy is claimed to be subject to the tax imposed by this local law, and to furnish such information upon request to the Treasurer

(G) To assess, determine, revise and readjust the taxes imposed under this local law

SECTION 20: ADMINISTRATION OF OATHS AND COMPELLING TESTIMONY.

(A) The Treasurer, or the Treasurer's duly designated and authorized employees or agents, shall have power to administer oaths and take affidavits in relation to any matter or proceeding in the exercise of the Treasurer's powers and duties under this local law.

(B) The Treasurer shall have the power to subpoena and require the attendance of witnesses and the production of books, papers, and documents to secure information pertinent to the performance of his duties hereunder and of the enforcement of this local law, and to examine them in relation thereto, and to issue commissions for the examination of witnesses who are out of the state or unable to attend before the Treasurer or excused from attendance.

(C) A justice of the Supreme Court, either in court or at chambers shall have power summarily to enforce by proper proceedings the attendance and testimony of witnesses and the production and examination of books, papers and documents called for by the subpoena of the Treasurer under this local law.

(D) Any person who shall refuse to testify or to produce books or records or who shall testify falsely in any material matter pending before the Treasurer under this local law shall be guilty of a misdemeanor, punishment for which shall be a fine of not more than one thousand dollars (\$1,000) or imprisonment for not more than one year, or both such fine and imprisonment.

(E) The officers who serve the summons or subpoena of the Treasurer and witnesses attending in response thereto shall be entitled to the same fees as are allowed to officers and witnesses in civil cases in courts or record, except as herein otherwise provided.

(F) The County Sheriff, the Sheriff's duly appointed deputies, and any officer or employee of the Treasurer designated to serve process under this local law, are hereby authorized and empowered to serve any summons, subpoena, order, notice, document, instrument, or other process to enforce or carry out this local law.

SECTION 21: REFERENCE TO TAX.

Wherever reference is made in placards or advertisements or in any other publications to this tax such reference shall be substantially in the following form: "Tax on occupancy of hotel or motel rooms"; except that in any bill, receipt, statement or other evidence of memorandum of occupancy or rent charge issued or employed by the operator, the word "tax" will suffice.

SECTION 22: RETURNS TO BE SECRET.

(A) Except in accordance with proper judicial order, or as otherwise provided by law, it shall be unlawful for the Treasurer or any officer or employee of the Treasurer to divulge or make known in any manner the rents or other information relating to the business of the taxpayer contained in any return required under this local law. The officers charged with the custody of such returns shall not be required to produce any of them or evidence of anything contained in them in any action or proceeding in any court, except on behalf of the Treasurer in an action or proceeding under the provisions of this local law or on behalf of any party to any action or proceeding under this local law when the returns or facts shown thereby are directly involved in such action or proceeding, in either of which events the court may require the production of, and may admit in evidence, so much of said returns or of the facts shown thereby, as are pertinent to the action or proceeding and no more. Nothing herein shall be construed to prohibit the delivery to a taxpayer or his duly authorized representative or a certified copy of any return filed in connection with his tax nor to prohibit the publication of statistics so classified as to prevent the identification of particular returns and the items thereof, or the inspection by the County Attorney or other legal representatives of

the County of the return of any taxpayer who shall bring action to set aside or review the tax based thereon, or against whom an action or proceeding has been instituted for the collection of a tax or penalty. Returns shall be preserved for three (3) years and thereafter until the Treasurer permits them to be destroyed.

(B) Any violation of this section shall be punishable by a fine not exceeding one thousand dollars (\$1,000), or by imprisonment not exceeding one year, or both, in the discretion of the court.

SECTION 23: EFFECTIVE DATE.

This local law shall become effective December 1, 2023 and shall remain in effect until November 30, 2026.

SECTION 24: SEVERABILITY.

If any provision of this local law or the application thereof to any person or circumstance shall be held invalid, the remainder of this local law and the application of its provisions to other persons or circumstances shall not be affected thereby.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 304-23 *SCHEDULE PUBLIC HEARING*
LOCAL LAW INTRODUCTORY NO. C OF 2023

RESOLVED: That a Public Hearing shall be held on Thursday, August 24, 2023 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY 13827 on Local Law Introductory No. C of 2023 A Local Law Providing for the Collection of a Hotel and Motel Tax in Tioga County. All persons desiring to present written or oral comments may do so at said time.

Legislator Mullen spoke. "This has funded our Tourism Office and our Tourism Director, and her team have done an outstanding job in the growth of where we are at. Sometimes we get a little tete-a-tete in our private meetings about this money, but I can tell you it is going to a good cause and our Tourism people are doing an outstanding job for the County, so I am highly in favor of this."

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger introduced Local Law Introductory No. D of 2023.

Local Law Filing	New York State Department of State 41 State Street, Albany, NY 12231
------------------	---

County of Tioga

Local Law No. X of the Year 2023.

A Local Law Establishing the Position of County Administrator for the County of Tioga.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: LEGISLATIVE INTENT.

The Tioga County Legislature recognizes the growing complexities of County Government by the many mandated programs on both the Federal and State level of government and the need for increased direction, control and coordination of County governmental functions would provide a more efficient administration of the various departments and agencies of Tioga County.

It is the purpose and intent of this local law to provide administrative assistance to the County Legislature, in order to provide uniformity in the day-to-day operations and management of County affairs. It is not the purpose or intent of the County Legislature in the adoption of this local law to curtail, diminish, or transfer the power of any elected or appointed County official.

SECTION 2: COUNTY ADMINISTRATOR.

There shall be a County Administrator who shall be directly responsible to the Tioga County Legislature and perform the functions of a Chief Administrative Officer on behalf of the County Legislature with the County Legislature retaining the final administrative authority. The position of County Administrator shall be unclassified for Civil Service purposes.

SECTION 3: APPOINTMENT, TERM OF OFFICE.

The County Administrator shall be appointed by and serve at the pleasure of the Tioga County Legislature based on the minimum qualifications outlined in this local law and run coextensively on the same terms as the Legislative Clerk, County Attorney, and Public Defender. The position of County Administrator shall be unclassified for Civil Service purposes. Upon hiring, the County Administrator will work with the Chairperson of the Legislature for a period of up to 52 weeks.

SECTION 4: MINIMUM QUALIFICATIONS.

At the time of appointment, the County Administrator shall have the following training and/or experience:

- A. Graduation from a regionally accredited or New York State registered college or university with a Master's degree preferably in Business or Public Administration or a related field and four (4) years of professional experience in the field of public or business administration, including experience in budgeting and financial management with government experience preferred; or
- B. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree preferably in Business or Public Administration or a related field and six (6) years of professional experience in the field of public or business administration, including experience in budgeting and financial management with government experience preferred.

The County Administrator position requires a thorough knowledge of the principles and procedures of public administration which includes management supervision, intergovernmental relations, thorough knowledge of the principles and procedures of governmental accounting and budget, good knowledge of report writing and statistical interpretation, knowledge of public relations practices and procedures, good knowledge of and experience with purchasing processes. Communication skills are critical in the ability to communicate effectively, both orally and written, ability to analyze problems and make recommendations, ability to prepare and maintain written reports and records, ability to follow and issue complex oral and written instructions, ability to establish and maintain good relationships both within the County and with outside agencies, ability to supervise the work of others, ability to exercise good judgment in evaluating situations, establishing priorities, and making decisions.

The County Administrator shall be appointed on the basis of these, and such other qualifications as may be required for the responsibilities of the position.

SECTION 4: SALARY.

The County Administrator shall receive an annual salary to be fixed by the County Legislature.

SECTION 5: POWERS AND DUTIES.

Without curtailing, diminishing, or transferring the powers of any elected County official, the County Administrator shall be responsible for the overall administration of Tioga County Government under the direction of the Tioga County Legislature and shall provide and coordinate staff services to the County Legislature, Chairperson of the Legislature, and its Committees. The County Administrator will act as the Budget Officer and Public Information Officer and oversee the day-to-day departmental operations to carry out the directives of the County Legislators efficiently, economically, and effectively, as well as assist with short and long-term capital and fiscal planning. The County Administrator will also perform related work as required and assigned. The County Administrator shall have all the powers and perform all the duties necessarily implied or incidental thereto. Among such powers and duties, but not by way of limitation, are the following:

A. Departmental Management & Labor Relations:

- Act as day-to-day primary Operations Director in accordance with policies established by the Legislature.
- Provide interdepartmental leadership and unify overall management of County affairs by supporting the operations of Department Heads, implement administrative policies approved by the Legislature, address common issues among departments, identify interdepartmental efficiencies, attend and participate in monthly Department Head meetings.
- Work with Department Heads to implement and ensure compliance with New York State legislation.
- Make recommendations to the Legislature regarding appointment/termination of non-elected Department Heads.
- Conduct non-elected Department Head performance evaluations and prepare Department Head performance reports, including recommending to the Legislature any changes to salaries or benefits as consistent with the current salary plan in conjunction with the Legislative Standing Committee Chairperson.
- Participate in collective bargaining negotiations with employee labor unions.
- Ensure that County policies are followed.

B. Financial Management & Budgeting:

- Act as Budget Officer monitoring expenditures, establishing budgetary controls, and updating the Legislature on the County's financial status.

- Review tentative operating and capital budgets with Department Heads and make recommendations to the Legislature.
- Serve as an advisor to the Legislature preparing and executing short and long-term capital plans.
- Facilitate grants and shared services activity, when appropriate.

C. Administration & Communication:

- Lead Purchasing Policy evaluation and improvement to current procedures.
- Execute contracts in the name of Tioga County, authorize filling vacant funded positions, authorize routine expenditures, budget transfers and modifications below a predetermined threshold, provide adequate insurance.
- Attend all regular Legislature meetings, special Legislature meetings, public hearings, and Legislative Standing Committee meetings.
- Act as Public Information Officer and spokesperson for the Legislature.
- Serve as liaison and represent the Legislature in contacts with political subdivisions, State and Federal officials and agencies.
- Prepare and present annual report on the State of the County to the Legislature and public.
- Create and deliver necessary projects and reports as required by the County and State of New York such as Shared Services, surveys, and information required by the State.
- Assist the Legislature with developing short and long-term policies and procedures, recommend and advise the Legislature of implications of policies and procedures under construction.
- Facilitate Leaders Meetings, participate in Executive Team Meetings, and other such related meetings that pertain to leadership activities with the County.

D. Other Duties as Assigned

SECTION 6: ACTING COUNTY ADMINISTRATOR.

The Chairperson of the Legislature shall be the acting County Administrator in the event of the County Administrator's absence from the County or inability to perform and exercise the powers and duties of the position. In the event of the Chairperson's inability to serve as acting County Administrator, the Chairperson, with the approval of the Legislature, shall appoint an acting County Administrator. In no event may a person serve as acting County Administrator for a period greater than sixty days in any calendar year, unless authorized by the Legislature. The acting County Administrator shall have all the powers and duties of the County Administrator during the period of their designation or until a new County Administrator shall be appointed, pursuant to this local law, and shall qualify to assume that position.

SECTION 7: NO DIVESTITURE OF POWERS AND DUTIES OF LEGISLATURE.

Nothing contained in this local law shall operate or be construed to divest the County Legislature of Tioga County of any of its functions, powers and duties.

SECTION 8: SEVERABILITY OF PROVISIONS.

If any clause, sentence, paragraph, subdivision, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree, or order shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the controversy in which such judgment, decree or order have been rendered.

SECTION 9: CONFLICT WITH PREVIOUS LOCAL LAWS AND RESOLUTIONS.

In the event of a conflict or inconsistency between this local law and any previous local law or resolution of the County Legislature, this local law shall govern.

SECTION 10: EFFECTIVE DATE.

This local law shall take effect when all applicable statutory requirements for its passage and adoption have been complied with fully and it has been duly filed as provided by the Municipal Home Rule Law.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 305-23 *SCHEDULE PUBLIC HEARING*
LOCAL LAW INTRODUCTORY NO. D OF 2023

RESOLVED: That a Public Hearing shall be held on Thursday, August 24, 2023 at 10:05 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY 13827 on Local Law Introductory No. D of 2023 A Local Law Establishing the Position of County Administrator for the County of Tioga. All persons desiring to present written or oral comments may do so at said time.

Legislator Standinger spoke. "I know that Tioga County at some point in the past had a similar type of title or position and it was not a good fit. But I think going forward with all of the recent mandates that we have been getting from the Federal and State government and the duties that are required to supervise those actions and the accounting associated with them, as well as the day-to-day

business of the County it makes a lot of sense to have someone in this position to have some uniformity across the board for the way the Departments are handled.”

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: LEGISLATIVE WORKSESSION
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 306-23 *RESOLUTION OF THE LEGISLATURE OF TIOGA COUNTY AMENDING RESOLUTION NO. 231-15 TO EXTEND IMPOSITION OF AN ADDITIONAL ONE PERCENT RATE OF SALES AND COMPENSATING USE TAX FOR A PERIOD OF TWO YEARS THROUGH NOVEMBER 30, 2025*

WHEREAS: By Resolution No. 231-15, the Tioga County Legislature imposed in this county and decreed there shall be paid all of the sales and compensating use taxes described in Article Twenty-nine of the New York State Law as authorized by subdivision (a) of section twelve hundred ten of the Tax Law, at the rate of three percent. In addition to those taxes imposed at the rate of three percent, Resolution No. 231-15 imposed in this county and decreed there shall be paid such sales and compensating use taxes at the additional rate of one percent through November 30, 2017; and

WHEREAS: By Resolution No. 184-17, the Tioga County Legislature amended Resolution No. 231-15 imposed in this county and decreed there shall be paid such sales and compensating use taxes at the additional rate of one percent through November 30, 2020; and

WHEREAS: By Resolution No. 118-20, the Tioga County Legislature amended portions of Resolution No. 184-17 that amended Resolution No. 231-15 imposed in this county and decreed there shall be paid such sales and compensating use taxes at the additional rate of one percent through November 30, 2023; and

WHEREAS: Section 1. Clause 17 of subparagraph (i) of the opening paragraph of Section 1210 of the tax law, as amended by Chapter 243 of the Laws of 2023 is amended to read as follows:

(17) the County of Tioga is hereby further authorized and empowered to adopt and amend local laws, ordinances or resolutions imposing such taxes at a rate which is: (i) one-half of one percent additional to the three percent rate authorized above in this paragraph for such county for the period beginning September first, nineteen hundred ninety-three, and ending November thirtieth, two thousand three; and (ii) one percent additional to the three percent rate authorized in this paragraph for such county for the period beginning December first, two thousand five, and ending November thirtieth, two thousand twenty-five; and

WHEREAS: The Tioga County Legislature wishes to amend Resolution No. 231-15, as amended by Resolution No. 184-17, as amended by Resolution No. 118-20, to impose the additional one percent of sales and compensating use taxes for a period of two additional years through November 30, 2025; therefore be it

RESOLVED: By the Legislature of Tioga County, that Section One of Resolution No. 231-15, as amended by Resolution No. 184-17, as amended by Resolution No. 118-20, shall be amended to read as follows:

SECTION I: Imposition of general sales and compensating use taxes. There are hereby imposed in this county and there shall be paid all of the sales and compensating use taxes described in Article Twenty-nine of the New York Tax Law as authorized by subdivision (a) of section twelve hundred ten of the Tax Law, at the rate of three percent. In addition to those taxes imposed at the rate of three percent, there are hereby imposed in this county and there shall be paid such sales and compensating use taxes at the additional rate of one percent for the period commencing December 1, 2023, and ending November 30, 2025"; and be it further

RESOLVED: That this enactment shall take effect December 1, 2023.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 307-23 *APPOINT MEMBER TO THE
TIOGA COUNTY LOCAL
DEVELOPMENT CORPORATION*

WHEREAS: Lisa Engelbert's term expired effective 3/31/23 and she is no longer interested in serving on the Local Development Corporation Board of Directors; and

WHEREAS: Jason Harris has expressed his desire to serve on the Local Development Corporation Board of Directors to fill Lisa Engelbert's seat that expired 3/31/23; and

WHEREAS: The Tioga County Local Development Corporation Board of Directors has found Jason Harris willing and able to fill said vacancy; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoint Jason Harris to fill Lisa Engelbert's seat on the Tioga County Local Board of Directors for the term of 8/15/23 – 3/31/26.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 308-23 *APPOINT MEMBER TO THE
TIOGA COUNTY PLANNING BOARD*

WHEREAS: The Town of Spencer position on the Tioga County Planning Board has been vacant for several months; and

WHEREAS: The Spencer Town Board has found Joe Budney willing and able to serve in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints Joe Budney to the Tioga County Planning Board representing the Town of Spencer for a term of 8/15/23 – 12/31/25.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 309-23 *APPROVE TECHNICAL ASSISTANCE
PROVIDED BY ED&P STAFF*

WHEREAS: A resolution is required by County policy to disclose matching cash and or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Tioga County Economic Development and Planning staff provided technical assistance for the following:

<u>Organization</u>	<u>Source</u>	<u>Amount</u>	<u>Purpose</u>
Tioga County Anglers	TSB	\$5,000	Initiate Education & Stocking Program
Kali's Klubhouse	TSB	\$5,000	Facilitate "7 Keys for Success" Youth Equine Program
Tioga County Anglers	Community Foundation	TBD	Operating

Tioga Arts Council	NYSCA	TBD	Establish Artist Residency Program
Owego Apalachin	NYS OSWD	\$700,000	CTE Center Renovation & School Equipment
Tioga Arts Council	TSB	\$10,000	“You Are Here” Mural Restoration (Owego)

And

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided as noted above.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 310-23 *AUTHORIZING LEGISLATIVE CHAIR SIGNATURE ON MEMO OF UNDERSTANDING WITH TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY*

WHEREAS: The Tioga County Industrial Development Agency (TCIDA) was awarded funds by way of the Village of Owego Downtown Revitalization Initiative to establish programs for improvement to key facades and in support of the business community; and

WHEREAS: New York State allows for the reimbursement of administrative costs associated with said programs; and

WHEREAS: The TCIDA acknowledges that the bulk of the program administration is by way of the Economic Development and Planning Office; and

WHEREAS: The TCIDA agrees that ninety-five percent (95%) of said reimbursement fees collected shall be disbursed to Tioga County; and

WHEREAS: Said reimbursed administrative fees shall be applied to the County General Fund as miscellaneous receipts to State Aid Administrative Fee line (A6422-437170); and

WHEREAS: Tioga County and the TCIDA are desirous of having a Memo of Understanding with regard to this agreement in place; therefore be it

RESOLVED: That the Tioga County Legislature agrees to authorize the Legislative Chair to sign the Memo of Understanding between the Tioga County Industrial Development Agency and Tioga County.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 311-23 *EXECUTE LEASE EXTENSION WITH
MCP ENTERPRISES, INC. FOR
CHILD ADVOCACY CENTER
SOCIAL SERVICES*

WHEREAS: The Department of Social Services has a lease with MCP Enterprises, Inc. for office space at 6 McMaster St. Owego for the Child Advocacy Center in Tioga County; and

WHEREAS: MPC Enterprises, Inc. has offered a one-year extension of this lease at the current monthly rate of \$850; therefore be it

RESOLVED: That the Chair of the Legislature is authorized and directed to sign said lease extension with MCP Enterprises, Inc. for space at 6 McMaster St. Owego Suite

#3 for a 1-year lease term commencing on August 1, 2023 at the monthly rate of \$850.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 312-23 *EXECUTE LEASE AND EASEMENT AGREEMENT OF
PROPERTY LOCATED AT SOUTH APALACHIN ROAD,
APALACHIN, NEW YORK TO INSTALL, HOUSE, AND
MAINTAIN A COMMUNICATIONS TOWER*

WHEREAS: It is necessary for Tioga County to lease a portion of property to install, house, and maintain a communications tower and access road; and

WHEREAS: Motorola Solutions, as part of the installation and upgrade of the Emergency Services Communication Network, has approved the property located at South Apalachin Road, Apalachin, New York for the installation of a communications tower; and

WHEREAS: The owners of the property, Timothy and Catherine Card, agreed to lease a portion of the property to Tioga County for construction and maintenance of the communications tower and installation of a fence, communications shelter, generator, and access road; and

WHEREAS: The lease of said property is for a period of fifteen years with an additional fifteen-year renewal at an annual rate of eight thousand four hundred dollars (\$8400 USD) to be paid annually in one lump sum payment; and

WHEREAS: There are sufficient funds in Account A3021.540320.E911 to cover said cost; therefore be it

RESOLVED: That the Chair of the Legislature is hereby authorized to sign a lease with Timothy and Catherine Card for the lease and easement of property located at South Apalachin Road, Apalachin, New York which lease shall commence based on the date Tioga County commences construction on the property.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 313-23 EXECUTE LEASE AND EASEMENT AGREEMENT OF PROPERTY LOCATED AT 54 DODGE ROAD, SPENCER, NEW YORK TO INSTALL, HOUSE, AND MAINTAIN A COMMUNICATIONS TOWER

WHEREAS: It is necessary for Tioga County to lease a portion of property to install, house, and maintain a communications tower and access road; and

WHEREAS: Motorola Solutions, as part of the installation and upgrade of the Emergency Services Communication Network, has approved the property located at 54 Dodge Road, Spencer, New York for the installation of a communications tower; and

WHEREAS: The owner of the property, Douglas Brock, agreed to lease a portion of the property to Tioga County for construction and maintenance of the communications tower and installation of a fence, communications shelter, generator, and access road; and

WHEREAS: The lease of said property is for a period of fifteen years with an additional fifteen-year renewal at an annual rate of eight thousand four hundred dollars (\$8400 USD) to be paid annually in one lump sum payment; and

WHEREAS: There are sufficient funds in Account A3021.540320.E911 to cover said cost; therefore be it

RESOLVED: That the Chair of the Legislature is hereby authorized to sign a lease with Douglas Brock for the lease and easement of property located at 54 Dodge Road, Spencer, New York which lease shall commence based on the date Tioga County commences construction on the property.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 314-23 EXECUTE LEASE AND EASEMENT AGREEMENT OF PROPERTY LOCATED AT 246 DAVIS ROAD, TOWN OF RICHFORD, NEW YORK TO INSTALL, HOUSE, AND MAINTAIN A COMMUNICATIONS TOWER

WHEREAS: It is necessary for Tioga County to lease a portion of property to install, house, and maintain a communications tower and access road; and

WHEREAS: Motorola Solutions, as part of the installation and upgrade of the Emergency Services Communication Network, has approved the property located at 246 Davis Road, Town of Richford, New York for the installation of a communications tower; and

WHEREAS: The owner of the property, Andrew Hanson, agreed to lease a portion of the property to Tioga County for construction and maintenance of the

communications tower and installation of a fence, communications shelter, generator, and access road; and

WHEREAS: The lease of said property is for a period of fifteen years with an additional fifteen-year renewal at an annual rate of eight thousand four hundred dollars (\$8400 USD) to be paid annually in one lump sum payment; and

WHEREAS: There are sufficient funds in Account A3021.540320.E911 to cover said cost; therefore be it

RESOLVED: That the Chair of the Legislature is hereby authorized to sign a lease with Andrew Hanson for the lease and easement of property located at 246 Davis Road, Town of Richford, New York which lease shall commence based on the date Tioga County commences construction on the property.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 315-23 EXECUTE LEASE AND EASEMENT AGREEMENT OF
PROPERTY LOCATED AT 110 C BABCOCK ROAD,
NICHOLS, NEW YORK TO INSTALL, HOUSE, AND
MAINTAIN A COMMUNICATIONS TOWER

WHEREAS: It is necessary for Tioga County to lease a portion of property to install, house, and maintain a communications tower and access road; and

WHEREAS: Motorola Solutions, as part of the installation and upgrade of the Emergency Services Communication Network, has approved the property located at 110 C Babcock Road, Nichols, New York for the installation of a communications tower; and

WHEREAS: The owner of the property, Chet Babcock, agreed to lease a portion of the property to Tioga County for construction and maintenance of the communications tower and installation of a fence, communications shelter, and access road; and

WHEREAS: The lease of said property is for a period of fifteen years with an additional fifteen-year renewal at an annual rate of eight thousand four hundred dollars (\$8400 USD) to be paid annually in one lump sum payment; and

WHEREAS: There are sufficient funds in Account A3021.540320.E911 to cover said cost; therefore be it

RESOLVED: That the Chair of the Legislature is hereby authorized to sign a lease with Chet Babcock for the lease and easement of property located at 110 C Babcock Road, Nichols, New York which lease shall commence based on the date Tioga County commences construction on the property.

Legislator Standinger spoke. "Regarding the four resolutions for the leases, those towers will help us get into the 21st Century. Our radio system has been lacking for a long time and that can cause issues that result in injury and death to people who call for assistance. The radio system is not able to transmit, so hopefully as a result of this and the other money that is being spent it will improve the response in Tioga County and bring it up to where it should be."

Legislator Mullen spoke. "This is coming into fruition and an immense amount of work and effort by Director of Emergency Services Simmons and the people in Emergency Management. None the less, a tremendous amount of support and effort from Chair Sauerbrey, herself, so I want to thank her as she was very instrumental in helping move this project forward. We are getting there; we are close; and it's about time. Having retired as a police officer who used the communication in this County, it is lacking, and we are talking about officer's safety and the safety of those they are sworn to protect and serve. Once again, this is good government, and it is money well spent."

Legislator Weston spoke. "I would like to say this is going to be very beneficial to the school systems, especially when there are emergencies and people need to get to those places. I feel that it is very worthwhile anytime you can help save someone's life if they are in danger."

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 316-23 *AWARD BRIDGE PREVENTATIVE MAINTENANCE
PHASE IX, PIN 9754.58 CONSTRUCTION CONTRACT*

WHEREAS: Tioga County was awarded funding for this project through NYSDOT; and

WHEREAS: Funding is available for this portion of the project; and

WHEREAS: On July 10, 2023 the Department of Public Works received sealed bids from the following contractors:

R. DeVincentis Construction Co., Binghamton NY	\$198,000.00
Economy Paving Corp., Cortland NY	\$355,500.00

And

WHEREAS: NYSDOT concurs with the contract award; therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, R. DeVincentis Construction Co., Binghamton, NY not to exceed \$198,000.00 to be paid out of the Bridge Account D5110.540050.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 317-23 AWARD BID FOR HHS PARKING LOT PAVEMENT OVERLAY

WHEREAS: The Commissioner of Public Works budgeted for this project; and

WHEREAS: On July 13, 2023 the Department of Public Works received sealed bids from the following contractors:

Broome Bituminous Products, Vestal NY \$268,517.00

Lancaster Development, Richmondville NY \$289,261.03

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, Broome Bituminous Products, Vestal NY not to exceed \$268,517.00 to be paid out of the HHS Parking Lot Account H1621.521914.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 318-23 AWARD BID FOR WILLSEYVILLE ROAD PAVEMENT OVERLAY

WHEREAS: The Commissioner of Public Works budgeted for this project; and

WHEREAS: On July 27, 2023 the Department of Public Works received sealed bids from the following contractors:

Suit-Kote Corporation, Cortland NY	\$167,177.00
Broome Bituminous Products, Vestal NY	\$188,575.00
Lancaster Development, Richmondville NY	\$219,645.30

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, Suit-Kote Corporation, Cortland NY not to exceed \$167,177.00 to be paid out of the Paving Projects Account H5110.540001.H2301.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 319-23 AWARD BID FOR TANDEM TRUCK

WHEREAS: The Commissioner of Public Works budgeted for 3 Tandem Trucks; and

WHEREAS: On July 25, 2023 the Department of Public Works received 1 sealed bid from the following vendor:

Burr Truck & Trailer Sales, Inc., Vestal NY	\$305,236.72
--	---------------------

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to Burr Truck & Trailer Sales, Inc., Vestal NY not to exceed \$305,236.72 per truck to be paid out of Account H5130.521908.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 320-23 *AUTHORIZE TANDEM TRUCK DOWN PAYMENT*

WHEREAS: The Commissioner of Public Works has budgeted for 3 Tandem Trucks; and

WHEREAS: Burr Truck and Trailer Sales, Inc. has 3 Tandem Trucks in stock that are pending installation of additional items; and

WHEREAS: Burr Truck and Trailer Sales, Inc. has requested a down payment for the 3 Tandem Trucks in the amount of \$439,776.81; and

WHEREAS: A down payment requires legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes a down payment in the amount of \$439,776.81 to be paid out of Account H5130.521908.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Revenue Account #CE8668-449100-CE005 \$3,000,000.00

Expense Account #CE8668-540487-CE005 \$3,000,000.00

Name: CDBG-Neighborhood Depot

And be it further

RESOLVED: That the Chair of the Legislature or duly authorized representative (including County Treasurer and/or Budget Officer), is hereby authorized to make any transfers of funds required within the Economic Development budget.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ED&P COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 323-23 *AUTHORIZE, ACKNOWLEDGE AND ACCEPT RESTORE NEW YORK GRANT FUNDS WITH NAME CHANGE TO FUDDY DUDDY'S PROJECT AND MODIFY THE ECONOMIC DEVELOPMENT BUDGET*

WHEREAS: Tioga County Economic Development and Planning (TCEDP) was approved by Resolution No. 291-22 authorizing submission of a grant application to Restore New York and authorizing Legislative Chair signature on grant related application documents for the Fuddy Duddy's Project; and

WHEREAS: TCEDP was approved by Resolution No. 256-22 to schedule a public hearing for the Restore New York Fuddy Duddy's project; and

WHEREAS: NYS Empire State Development announced said grant award to Tioga County on January 26, 2023 in the amount of one million eight hundred thousand (\$1,800,000) dollars; and

WHEREAS: Fuddy Duddy's has since established a separate LLC to manage the project; and

WHEREAS: Said LLC has been named the River House Confectionery Mercantile LLC; and

WHEREAS: Appropriation of funds and budget modifications require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts said New York State Restore grant award in an amount of one million eight hundred thousand (\$1,800,000) dollars, and authorizes the Chair of the County Legislature to sign any and all grant related paperwork contingent upon review and approval of the County Attorney; and be it further

RESOLVED: That the Tioga County Legislature hereby recognizes the name change from Fuddy Duddy's to River House Confectionery Mercantile and will revise noted accounts to reflect the change; and be it further

RESOLVED: That the 2023 budget be modified as follows:

Revenue Account #CE8668-439890-CE006 \$1,800,000.00

Expense Account #CE8668-540487-CE006 \$1,800,000.00

Name: River House Confectionery Mercantile

And be it further

RESOLVED: That the Chair of the Legislature or duly authorized representative (including County Treasurer and/or Budget Officer), is hereby authorized to make any transfers of funds required within the Economic Development budget.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 324-23 *AUTHORIZE AND APPROVE ACCEPTANCE OF
RESTORE NEW YORK GRANT FUNDS FOR THE
TIOGA TRAILS PROJECT AND MODIFY THE
ECONOMIC DEVELOPMENT BUDGET*

WHEREAS: Tioga County Economic Development and Planning (TCEDP) was approved by Resolution No. 62-23 authorizing submission of a grant application to Restore New York and authorizing Legislative Chair signature on grant related application documents for the Tioga Trails Project; and

WHEREAS: TCEDP was approved by Resolution No. 257-22 to schedule a public hearing for the Restore New York Tioga Trails project; and

WHEREAS: NYS Empire State Development announced said grant award to Tioga County on June 23, 2023 in the amount of one million (\$1,000,000) dollars; and

WHEREAS: Appropriation of funds and budget modifications require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts said New York State Restore grant award in an amount of one million (\$1,000,000) dollars, and authorizes the Chair of the County Legislature to sign any and all grant related paperwork contingent upon review and approval of the County Attorney; and be it further

RESOLVED: That the 2023 budget be modified as follows:

Revenue Account #CE8668-439890-CE007 \$1,000,000.00
Expense Account #CE8668-540487-CE007 \$1,000,000.00
Name: Tioga Trails

And be it further

RESOLVED: That the Chair of the Legislature or duly authorized representative (including County Treasurer and/or Budget Officer), is hereby authorized to make any transfers of funds required within the Economic Development budget.

WHEREAS: The grant will be awarded annually for five years from 9/30/2023 through 9/29/2027 and this funding is designated for specific program deliverables; and

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

RESOLVED: That the grant funds be appropriated and the 2023 budget be amended as follows:

From: A4213 444863 STOP	Federal Aid STOP ACT Grant	\$ 60,000
To: A4213 540590 STOP	Services Rendered	\$ 60,000

And be it further

RESOLVED: That available funds on 12/31/23 of this amendment and appropriations will be carried forward into the New Year.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 326-23 *AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET MENTAL HYGIENE*

WHEREAS: The Office of National Drug Control Policy (ONDCP) and the Centers for Disease Control and Prevention (CDC) have partnered in an effort to reduce substance abuse among youth; and

WHEREAS: Tioga County Mental Hygiene needs authorization to receive Federal funding for the Comprehensive Addiction and Recovery Act (CARA) Grant in

partnership with Trinity CASA, Tioga County Alcohol and Substance Abuse Prevention (TC ASAP) Community Coalition; and

WHEREAS: Tioga County Mental Hygiene was awarded said grant in 2021 and are awarded annually from 07/01/2021 through 06/30/2026; and

WHEREAS: The said funds need to be appropriated annually; and

WHEREAS: The Department deems it to be in the best interest of the community and youth of Tioga County to renew this grant funding; and

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

RESOLVED: That the grant funds be appropriated and the 2023 budget be amended as follows:

From: A4213 444863 CARA	Federal Aid CARA Grant	\$ 50,000
To: A4213 540590 CARA	Services Rendered	\$ 50,000

And be it further

RESOLVED: That available funds on 12/31/23 of the original \$50,000 will be carried forward into the New Year.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 327-23 *APPORTIONING FORFEITURE OF CRIME PROCEEDS FOR DRUG ENFORCEMENT ACTIVITIES*

WHEREAS: Resolution 239-20 established a system for the disposal of property, the order of priority of disbursements and the restrictions on the use of both pre-conviction and post-conviction forfeitures of crime proceeds; and

WHEREAS: Tioga County has received \$633.00 from a drug forfeiture case; and

WHEREAS: It is agreed the funds shall be divided between the agencies involved in the investigation in accordance with Section 1349 of the Civil Practice Laws and Rules; and

WHEREAS: Distribution details are as follows:

Tioga County District Attorney's Office (15%)	\$94.95
Tioga County Sheriff's Department (5%)	\$31.65
NYS Office of Alcoholism and Substance Abuse Services (OASAS)	\$202.56
Tioga County Sheriff's Department (75%)	\$227.88
Tioga County District Attorney's Office (25%)	<u>\$75.96</u>
	\$633.00

And

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

RESOLVED: That funding be appropriated as follows:

FROM:	A1165-426250	Forfeiture of Crime Proceeds	\$ 94.95
	A1165-426260	Forfeiture of Crime Proceeds Restricted	\$ 278.52
	A3110-426250	Forfeiture of Crime Proceeds	\$ 31.65
	A3110-426260	Forfeiture of Crime Proceeds Restricted	\$ 227.88
TO:	A1165-540335	Asset Forfeiture Expense	\$ 94.95
	A1165-540336	Asset Forfeiture Expense-Restricted	\$ 278.52
	A3110-540335	Asset Forfeiture Expense	\$ 31.65
	A3110-540336	Asset Forfeiture Expense-Restricted	\$227.88

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 328-23 *APPORTIONING FORFEITURE OF CRIME PROCEEDS FOR DRUG ENFORCEMENT ACTIVITIES*

WHEREAS: Resolution 239-20 established a system for the disposal of property, the order of priority of disbursements and the restrictions on the use of both pre-conviction and post-conviction forfeitures of crime proceeds; and

WHEREAS: Tioga County has received \$1,627.00 from a drug forfeiture case; and

WHEREAS: It is agreed the funds shall be divided between the agencies involved in the investigation in accordance with Section 1349 of the Civil Practice Laws and Rules; and

WHEREAS: Distribution details are as follows:

Tioga County District Attorney's Office (15%)	\$244.05
Owego Police Department (5%)	\$81.35
NYS Office of Alcoholism and Substance Abuse Services (OASAS)	\$520.64
Owego Police Department (75%)	\$585.72
Tioga County District Attorney's Office (25%)	<u>\$195.24</u>
	\$1,627.00

And

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

RESOLVED: That funding be appropriated as follows:

FROM:	A1165-426250	Forfeiture of Crime Proceeds	\$ 244.05
	A1165-426260	Forfeiture of Crime Proceeds Restricted	\$ 1,382.95
TO:	A1165-540335	Asset Forfeiture Expense	\$ 244.05
	A1165-540336	Asset Forfeiture Expense-Restricted	\$ 1,382.95

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PERSONNEL COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 329-23 *ESTABLISH NEW BUDGET LINE,
MODIFY PERSONNEL 2023 BUDGET AND
TRANSFER FUNDS FOR THE PURCHASE OF A
VIDEO CONFERENCE CAMERA*

WHEREAS: The Personnel Officer has a need for a video conference camera; and

WHEREAS: The Personnel Office Budget does not have an established Audio-Visual Equipment expense line for the purchase of this video conference camera; and

WHEREAS: Amending the Personnel Office Budget with the addition of an Audio-Visual Equipment expense line, A1430 520020 and transfer of funds requires Legislative approval; therefore be it

RESOLVED: That the Personnel Officer be authorized to purchase the video conference camera and the following funds be transferred for this purchase:

From: A1430 540140 Contracted Services \$379.00

To: A1430 520020 Audio Visual Equipment \$379.00

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 330-23 TRANSFER OF FUNDS, 2023 BUDGET MODIFICATION
FOR PURCHASE OF EQUIPMENT
COUNTY CLERK

WHEREAS: The County Clerk’s office has a need to purchase a replacement photo printer for passports; and

WHEREAS: Tioga County Fixed Asset policy requires the purchase of computer equipment to be invoiced from an equipment account; and

WHEREAS: The County Clerk has money in their budget for the purchase of this equipment and such funds need to be moved into an equipment account; therefore be it

RESOLVED: That the County Clerk be authorized to purchase the equipment at a total amount not to exceed \$148.99 and that the following sums be transferred:

From:	A1410 - 540420 Office Supplies	\$148.99
To:	A1410 – 520621 Computer Equipment	\$148.99

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 332-23 *AUTHORIZE TRANSFER OF FUNDS FOR
PURCHASE OF OFFICE CHAIR FOR THE
DISTRICT ATTORNEY'S OFFICE*

WHEREAS: The District Attorney's Office has an office chair that is in need of replacement; and

WHEREAS: The District Attorney's Office has recommended replacement; and

WHEREAS: The District Attorney's Office chair expense account #A1165 520070 has no funds available at this time; therefore be it

RESOLVED: That the District Attorney's Office be authorized to purchase the chair for the District Attorney's Office and that the following sums be transferred for this purchase:

From:	A1165 540420 Office Supplies	\$288.33
To:	A1165 520070 Chairs	\$288.33

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standingger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 333-23 *TRANSFER AUTHORIZED CAPITAL PROJECT
AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO
PURCHASE SOPHOS FIREWALL APPLIANCES*

WHEREAS: The Chief Information Officer has identified a need and made a recommendation to the Tioga County Legislature for the upgrade of the Sophos firewall appliances; and

WHEREAS: \$70,000 of American Rescue Plan Act "ARPA" funds have been appropriated in the Tioga County 2023 Capital Budget in account H1680 520620 M7674 for use specifically as designated by the Tioga County Legislature for Access Control; and

WHEREAS: The Chief Information Officer would like to designate \$25,815.01 of those American Rescue Plan Act "ARPA" funds for use in the purchase of upgraded Sophos firewall appliances; and

WHEREAS: The Tioga County Legislature shall oversee and authorize all ARPA expenditures whether budgeted or not; and

WHEREAS: Legislative approval is needed to amend the ITCS 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the ITCS 2023 Capital Budget:

From: H1680 520620 M7674	Software – ARPA	\$5,086.12
To: H1680 521090 M7674	Computers – ARPA	\$5,086.12

And be it further

RESOLVED: The Chief Information Officer is authorized to purchase (2) Sophos XGS 3300 firewall appliances, associated support, and 60-month licenses with ARPA funds appropriated from the following accounts for no more than the amount requested:

From: H1680 520620 M7674	Software – ARPA	\$20,728.89
H1680 521090 M7674	Computers – ARPA	\$5,086.12

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 334-23 AMEND 2023 BUDGET
SOCIAL SERVICES

WHEREAS: Tioga County Department of Social Services receives State funding for the operation of the Child Advocacy Center; and

WHEREAS: The approved funding plan included the cost of salary and fringe for the CAC Director; and

WHEREAS: Due to the CAC Director position being unfilled for a period of time and a difference in Health Insurance costs, the funding plan was amended to ensure all revenues will be utilized; and

WHEREAS: Transfer of these funds requires Legislative approval; therefore be it

RESOLVED: That funding be transferred as follows:

From: A6050.510010 Full-time	\$ 3,300.00
From: A6050.586088 Health Insurance Fringe	\$ 6,000.00
To: A6050.520070 Chairs	\$ 200.00
To: A6050.520090 Computers	\$ 7,100.00
To: A6050.520210 Other Furniture	\$ 1,000.00
To: A6050.520220 Printer	\$ 500.00
To: A6050.540487 Program Expense	\$ 500.00

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 335-23 AMEND BUDGET & APPROPRIATE FUNDS
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene has been awarded additional state aid funding from the NYS Office of Alcohol and Substance Abuse Services (OASAS); and

WHEREAS: The funding is designated for specific and approved uses only; and

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

RESOLVED: That funding be appropriated as follows:

From:

H4210 434860	State Aid: OASAS Capital	\$74,154
A4210 434860	State Aid: OASAS	\$12,644

To: H4210 520060	Mental Hygiene: Capital/Vehicles	\$74,154
A4210 540640	Mental Hygiene: Supplies	\$12,644

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 336-23 *MODIFY 2023 BUDGET AND
APPROPRIATION OF FUNDS
OFFICE OF EMERGENCY SERVICES*

WHEREAS: Legislative approval is needed to modify the 2023 budget and appropriation of funds; and

WHEREAS: The Office of Emergency Services has a need to transfer monies from the State Interoperable Grant 2018 and State Interoperable Grant 2019 Contracting Services line to Equipment not Car line for the purchase of portable radios and chargers for the Road Patrol Division; therefore be it

RESOLVED: That the 2023 budget be modified and appropriation of funds be made as follows:

FROM:	A3415.540140.IO18F Contracting Services	\$22,934.43
TO:	A3415.520230.IO18F Radio & Equipment	\$22,934.43
FROM:	A3415.540140.IO19F Contracting Services	\$310,406.26
TO:	A3415.520130.IO19F Equipment not Car	\$310,406.26

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 338-23 *SEEKING LEGISLATIVE APPROVAL TO BE ALLOWED
TO EXCEED THE TIOGA COUNTY FOOD &
BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Economic Development and Planning (TCEDP) Education Workforce Coordinator is planning the Annual Talent Supply Table networking event for the purpose of sharing information on work-based learning best practices to Tioga County schools, businesses, and workforce partners; and

WHEREAS: This event will provide food, beverages, and supplies; and

WHEREAS: The Talent Supply Table networking event will be held August 24, 2023 at Waverly Central High School; and

WHEREAS: Tioga County Policy Section III, Financial Rules, Subsection H, Purchase of Food and Beverage Policy limits the expense to \$150.00; and

WHEREAS: Schools may participate in assisting with the expense for this event, however the food and beverage expense will not exceed \$1,000.00; and

WHEREAS: All expenses made by the Education Workforce Coordinator is reimbursed by grant funds from the Floyd Hooker Foundation and the Appalachian Regional Commission; therefore be it

RESOLVED: That the Tioga County Legislature hereby allows the TCEDP Education Workforce Coordinator to exceed the County policy to conduct the Annual Talent Supply Table networking event and provide food and beverages not to exceed \$1,000.00.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 339-23 *REQUESTING TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Veterans Service Agency (TCVSA) conducts multiple community outreach events monthly and at these events provides food, beverages, and supplies to those in attendance as well as information on resources, benefits, and services available to veterans, military and their families; and

WHEREAS: County Policy – Section III; Subsection H. Purchase of Food, Beverages and Supplies limit expenses to \$150 per event; and

WHEREAS: The TCVSA will be holding the following events in August, with grant funds being used, that will exceed the \$150.00 per event limit, and requests to exceed the event limit must be made by resolution and require the approval of the County Legislature:

August 18 – Coffee Mess Breakfast @ Waverly Glen Park, MH Outreach: \$300.00

August 25 – Lunch & Learn @ TCVSA, MH Outreach: \$300.00

Therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Veterans' Service Agency to exceed the per event limit using grant funding as identified, noting that TCVSA will not exceed the total amount mentioned for each event above.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 340-23 RECLASSIFY AND FILL VACANT POSITION
SOCIAL SERVICES

WHEREAS: Legislative approval is required for all position reclassifications; and

WHEREAS: One Accounting Associate II (CSEA Salary Grade V) has been vacant since June 22, 2023; and

WHEREAS: The Commissioner of Social Services has reviewed the staffing needs within the Accounting Unit and has determined that said vacancy would be better utilized in the operations of the department if the position was classified as an Accounting Associate III (CSEA Salary Grade VII); and

WHEREAS: Funding for the increase in the position is available in 2023 from position vacancies, and funding 2024 and beyond will be covered within the Social Services budget, including State and Federal reimbursement; therefore be it
RESOLVED: That if a mandated eligible list is not available, a provisional appointment may be made; and be it further

RESOLVED: That the Legislature hereby authorizes the reclassification and filling of one vacant, full-time Accounting Associate II (CSEA Salary Grade V) to a full-time Accounting Associate III (CSEA Salary Grade VII) effective August 16, 2023.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 341-23 RECLASSIFY AND FILL VACANT POSITION
PUBLIC HEALTH

WHEREAS: Legislative approval is required for all position reclassifications; and

WHEREAS: One Office Specialist II (CSEA Salary Grade IV) has been vacant since April 12, 2019; and

WHEREAS: The Public Health Director has reviewed the staffing needs within Public Health and has determined that said vacancy would be better utilized in the operations of the department if the position was classified as an Office Specialist III (CSEA Salary Grade VII); and

WHEREAS: Funding for the increase in the position is available in 2023 from position vacancies, and funding 2024 and beyond will be covered within the Public Health budget, including some NYS Aid reimbursement; and

WHEREAS: There is need to fill the vacancy as an Office Specialist III (Grade VII); therefore be it

RESOLVED: That if a mandated eligible list is not available, a provisional appointment may be made; and be it further

RESOLVED: That the Legislature hereby authorizes the reclassification and filling of one vacant, full-time Office Specialist II (CSEA Salary Grade IV) to a full-time Office Specialist III (CSEA Salary Grade VII) effective August 16, 2023.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 342-23 *CREATE AND FILL PERMANENT, THREE
(3) FULL-TIME SENIOR CLINICAL SOCIAL
WORKER POSITIONS AND ONE (1) FULL-TIME
CLINICAL SOCIAL WORKER POSITION MENTAL
HYGIENE*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The Mental Hygiene Department has received notice that our current contract with Helio Health will not be renewed and will end 12/31/2023; and

WHEREAS: The Director of Community Services can provide the level of services provided by that contract by creating three (3) permanent, full-time Senior Clinical Social Worker positions and one (1) permanent, full-time Clinical Social Worker position; and

WHEREAS: Funding for the positions will be transferred from the current contract budgeted amount and State Aid therefore no increase to current budget; therefore be it

RESOLVED: That the Director of Community Services is hereby authorized to create three (3) permanent, full-time positions of Senior Clinical Social Worker at an annual rate of \$64,931 (CSEA SG XVII) and one (1) permanent, full-time Clinical Social Worker position at the annual rate of \$62,105 (CSEA XVI) and be allowed to fill said positions on 9/1/2023; and be it further

RESOLVED: That if an appropriate eligible list is not available, a provisional appointment may be made; and be it further

RESOLVED: That the 2023 Budget be modified and funding be transferred as follows:

From: A4310 540130	Contracts	\$133,416.47
To: A4310 510010	Full Time Salary	\$ 85,632.60
A4310 581088	State Retirement Fringe	\$ 8,508.18
A4310 583088	Social Security Fringe	\$ 6,595.78
A4310 584088	Workers Compensation Fringe	\$ 1,697.63
A4310 585588	Disability Insurance Fringe	\$ 90.48
A4310 586088	Health Insurance Fringe	\$ 30,872.39
A4310 588988	Eap Fringe	\$ 19.41

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 343-23 *CREATE AND FILL SEASONAL SOCIAL WELFARE EXAMINER POSITIONS AND SEASONAL OFFICE SPECIALIST I POSITIONS FOR THE HEAP PROGRAM DEPARTMENT OF SOCIAL SERVICES*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The Home Energy Assistance Program (HEAP) will tentatively begin outreach in mid-August and be in full season on October 2, 2023; and

WHEREAS: The Social Services budget allows for the hiring of the following staff for the HEAP Program:

Two, full-time, seasonal Social Welfare Examiners for the period September 25, 2023 through February 23, 2024 at the starting salary of \$16.41 per hour, and

One, full-time seasonal Office Specialist I for the period September 25, 2023 through March 8, 2024, at the starting salary of \$14.20 per hour, and

One, full-time, seasonal Office Specialist I for the period October 10, 2023, through February 23, 2024, at the starting salary of \$14.20 per hour, and

One, full-time, seasonal Office Specialist I for the period October 11, 2023, through January 26, 2024, at the starting salary of \$14.20 per hour; and

WHEREAS: The NYS Minimum Wage is scheduled to increase on December 31, 2023 to a rate to be published by the Commissioner of Labor on or before October 1, 2023, and Tioga County intends to pay at least minimum wage so the hourly rates for Office Specialist I positions will be adjusted accordingly as of December 31, 2023; therefore be it

RESOLVED: That the Department of Social Services be authorized to create and fill the seasonal HEAP positions listed above and where required, appoint from the appropriate eligible list.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 344-23 *RATIFY COLLECTIVE BARGAINING AGREEMENT
(TCCA/NCEU)*

WHEREAS: Tioga County and the Tioga County Corrections Association/National Corrections Employees Union have been negotiating a successor agreement to the 2020-2022 collective bargaining agreement; and

WHEREAS: The parties reached agreement on a contract for the period January 1, 2023 - December 31, 2025; and

WHEREAS: The TCCA/NCEU members ratified the agreement at a vote on July 27, 2023; therefore be it

RESOLVED: That the County Legislature hereby ratifies the 2023-2025 collective bargaining agreement; and be it further

RESOLVED: That the Chair of the Legislature, along with the Sheriff, is authorized to sign the Agreement as a joint employer; and be it further

RESOLVED: That the County Legislature does hereby agree to implement the funds necessary to carry out the terms and provisions of said contract.

Chair Sauerbrey spoke. "This was a long process, and it was frustrating at many times, but we eventually came to an agreement. I appreciate all the people who worked on the negotiations to reach a settlement."

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell made a motion to bring forth four late-file resolutions for Legislature consideration, seconded by Legislator Brown. Motion carried.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 345-23 *ACCEPT AUCTION BIDS FOR COUNTY
OWNED PROPERTY ACQUIRED FOR
TAXES, AUTHORIZE EXECUTION OF DEEDS*

WHEREAS: Properties acquired by Tioga County for nonpayment of taxes in the Towns of Barton, Candor, Newark Valley, Owego, Richford, Spencer, and Tioga were offered for sale at Public Auction conducted Thursday, August 10, 2023, by the County Treasurer; and

WHEREAS: It is the intent of the Legislature to return the properties to the Tax Rolls as soon as possible; therefore be it

RESOLVED: That the following bids, being the highest made at said Auction for the several different properties offered, be and hereby are accepted and the Chair of the Tioga County Legislature authorized to sign and record, on receipt of the amount bid and recording costs, Quit Claim Deeds conveying the various parcels to the successful bidders and to their assigns:

<u>Tax Map#; Prior Owner</u>	<u>Purchaser</u>	<u>Bid</u>
<u>Village of Waverly:</u>		
166.18-2-19; Raupers Raymond	Santalucia LLC	\$33,000
<u>Town of Barton:</u>		
167.09-1-22; Casterline Deborah	Jennifer J Richards	\$49,500
<u>Village of Candor</u>		
61.09-1-10.10; Jackson Daniel J	Byrne Property Management LLC	\$16,000
<u>Town of Candor</u>		
61.05-1-11; Pettis Barbara J	David J. Ross	\$7,500
<u>Town of Newark Valley:</u>		
54.00-1-5.20; Horizon Transport	Chris Krissell	\$4,750
<u>Village of Owego:</u>		
117.20-3-42.2; County of Tioga	Griffin D. Jacobson	\$2,300
<u>Town of Owego:</u>		
143.17-1-10; Franzenburg Margaret	Joseph Catalano	\$10,166.68
143.17-1-11; Franzenburg Margaret	Joseph Catalano	\$10,166.66
143.17-1-12; Franzenburg Margaret	Joseph Catalano	\$10,166.66
143.17-1-16.1; Franzenburg Margret E	8767 Holdings LLC	\$3,000

<u>Tax Map#; Prior Owner</u>	<u>Purchaser</u>	<u>Bid</u>
<u>Town of Richford:</u>		
11.00-2-2.12; Allen Jr. Gary D	Roger D. Pendell & Lynette K. Pendell	\$68,500
12.00-1-10; Glezen Jr. Richard	Floyd H. Drake & Lisa L. Drake	\$13,500
12.00-1-11; Glezen Jr. Richard	Robert Johnson III	\$21,000
12.00-1-12.20; Glezen Jr. Richard	William J. Ray	\$12,500
12.00-1-13.50; Glezen Jr. Richard	Daniel K. Scherrer	\$7,000
10.00-1-6, County of Tioga	Roger D. Pendell & Lynette K. Pendell	\$1,000
5.00-1-40.42; Wells Bonnie J	Roger D. Pendell & Lynette K. Pendell	\$8,000
<u>Village of Spencer:</u>		
68.12-2-26; Winans David Randolph	Kevin K. Perry & Holly J. Perry	\$49,500
<u>Town of Spencer:</u>		
57.00-1-51; Lindblad Francis Michael	Richard J. Carling Jr.	\$13,000
<u>Town of Tioga:</u>		
148.08-1-20; County of Tioga	Richard D. Santos	\$1,600

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 346-23 *AWARD DESIGN SERVICES TO
HUNT ENGINEERS FOR THE WAVERLY ANNEX
PROJECT & APPROPRIATION OF FUNDS*

WHEREAS: The building lease for the Waverly Mental Hygiene Department ends 8/30/2023 and is not being renewed; and

WHEREAS: Tioga County needs to establish office space for the Tioga County Department of Mental Hygiene; and

WHEREAS: Unfinished space is available in the Village of Waverly Offices; and

WHEREAS: The Commissioner of Public Works has had preliminary discussions with Hunt Engineers regarding the establishment of office space within the unfinished area of the Village of Waverly offices; and

WHEREAS: The Tioga County Department of Mental Hygiene has approved the proposed floorplan; and

WHEREAS: The Commissioner of Public Works received a proposal for design services for this project from Hunt Engineers, Horseheads, NY; and

WHEREAS: The proposal amount for this project came in at \$71,500; and

WHEREAS: Budget needs to be appropriated and there are unrestricted funds available in capital fund balance (H.390900); and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature approve Hunt Engineers proposal for the Waverly Annex Project not to exceed \$71,500 to be paid out of account H4310.520004 Building Lease; and be it further

RESOLVED: That the Tioga County Legislature authorizes budget allocation from fund balance as follows:

From: H.390900	Capital Fund Balance	\$71,500.00
To: H4310.520004	Building Lease	\$71,500.00

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 347-23 *MODIFY 2023 BUDGET AND
APPROPRIATION OF FUNDS
SAFETY OFFICE*

WHEREAS: Legislative approval is needed to modify the 2023 budget and appropriation of funds; and

WHEREAS: The Safety Office has identified a need to purchase an additional Automatic External Defibrillator for the HHS Building A-Frame and funds need to be appropriated to pay for said purchase; therefore be it

RESOLVED: That the 2023 budget be modified and appropriation of funds be made as follows:

FROM:	CI8042.540733	Training/All Other	\$1,287.89
TO:	CI8042.520190	Nursing Equipment	\$1,287.89

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

Legislator Monell made a motion to have the resolution withdrawn, seconded by Legislator Brown and carried.

Chair Sauerbrey spoke. "This withdrawal was not requested by the Legislature. It seems that we have more discussion on this issue."

REFERRED TO: PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -23 ACCEPT THE BURKE GROUP COMPENSATION
STUDY RECOMMENDATIONS

WHEREAS: Tioga County adopted Resolution 387-22 authorizing a contract with the Burke Group to conduct a Classification and Compensation Study for all collective bargaining employees to review and update its compensation and job classifications; and

WHEREAS: The Burke Group has presented its recommendations to the Tioga County Legislature for review; and

WHEREAS: The Tioga County Legislature agreed to accept the Burke Group's recommendation to increase the identified titles that were below the 25th percentile to the market average in order to be competitive with the market average; therefore be it

RESOLVED: That the Chair of the Legislature is authorized to enter into and sign a Memorandum of Understanding with CSEA; and be it further

RESOLVED: That the Tioga County Legislature accepts the Burke Group Compensation Study recommendations to increase the identified titles that were below the 25th percentile to market average listed within the salary study, effective September 9, 2023.

ROLL CALL VOTE ON MOTION TO WITHDRAW

Yes – Legislators Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – None.

RESOLUTION WITHDRAWN.

Meeting adjourned at 12:39 p.m.

*Public Hearing
Local Law Introductory No. C of 2023
August 24, 2023*

The Public Hearing on Local Law Introductory No. C of 2023 A Local Law of the Tioga County Legislature of the County of Tioga, providing for the Collection of a Hotel and Motel Tax in Tioga County was called to order by Chair Sauerbrey at 10:01A.M. Legislators Brown, Flesher, Roberts, Sauerbrey, and Standinger were present with Legislators Ciotoli, Monell, Mullen, and Weston being absent.

There were 11 people in attendance.

The Clerk read the legal notice as published in the official newspapers.

Director of Economic Development & Planning Tinney spoke. "Good morning, my name is LeeAnn Tinney, Director of Economic Development and Planning for Tioga County. I am here today to address Local Law Introductory No. C of 2023 known as the Collection of a Hotel and Motel Tax in Tioga County.

"The purpose of the Hotel and Motel Tax Law is to enhance the general economy of Tioga County, its cities, towns, and villages through promotion of tourists, activities, conventions, trade shows, special events, and other directly related and supporting activities.

"The Tioga County Legislature reviews and renews this local law every three years. This process allows the Legislature to make periodic changes to the law, if warranted. As there are no changes from the 2020 law to that proposed in 2023, I respectfully request that the Tioga County Legislature adopt this local law reflecting the effective date of December 1, 2023 through November 30, 2026."

There being no public comments, the hearing was adjourned at 10:03 A.M.

Public Hearing
Local Law Introductory No. D of 2023
August 24, 2023

The Public Hearing on Local Law Introductory No. D of 2023 A Local Law of the Tioga County Legislature of the County of Tioga, establishing the position of County Administrator for the County of Tioga was called to order by Chair Sauerbrey at 10:05 A.M. Legislators Brown, Flesher, Roberts, Sauerbrey, and Standinger were present with Legislators Ciotoli, Monell, Mullen, and Weston being absent.

There were 11 people in attendance.

The Clerk read the legal notice as published in the official newspapers.

Chair Sauerbrey spoke. “We have been working on the County Administrator discussion for several years. We met and consulted with New York State Association of Counties (NYSAC). Legislator Brown and I met with Ian Coyle, Livingston County Administrator, at a NYSAC Conference and, in turn, months later, Mr. Coyle and NYSAC Executive Director Acquario came and addressed the Legislature, explained in detail what a County Administrator could do, and answered a lot of questions for this Legislature.

“We created a committee consisting of myself, Legislator Brown, Legislator Roberts, and Legislator Standinger. We began the process of creating goals and objectives.

“Some people say, ‘why do you need a County Administrator’? Well, government has changed a lot in the last 10 years specifically. It is more involved, and it is more complex than ever before. Mandates come from the State, such as Shared Services, Police Reform, COVID mandates. Finances are more complex, directives from the State are instantaneous and complicated, and we need someone who is trained in administration and finance to do the administrative work and do the research and understand the process for those mandates.

“We need someone full-time to do the day-to-day business of the County, be on premise every day. We need to have a Budget Officer in-house to address financial issues as they arise, determine the status of ARPA funds, and to get financial information instantly.

“Additionally, having a County Administrator, this person can improve communication with the community. We know we are lacking there, so that

person would create press releases and do interviews, as approved by the Legislature, and really do an improved version of communicating to the public.

“In the future, we see a County Administrator addressing the purchasing policy and doing an evaluation to look at the process, determine whether we want to change the process, and to upgrade and improve the purchasing process. This will take a long time to do, but you do good things in small bites.

“It is our anticipation that this position will have good working relationships between the Legislature and the Department Heads. This position will be an ally to Department Heads and be a communicator between the Legislature and Department Heads and to be a buffer, so to speak. This position would very much be a team member. This person is not going to be an adversary. This person is not going to be another boss. This person is going to be a team member.

“Basically, this is the information that we have currently. We have created a budget shell. Today’s public hearing is one of the steps in the process of creating the local law. We are in the process of creating an application with the State for this position.”

Jim Tornatore, Village of Newark Valley Mayor spoke. “My name is Jim Tornatore from Newark Valley. I do have a lot of interest in the County for the future. I think at this point, we have a fine set of Legislators and that may or may not be how it goes in the future or in the past, for that matter. However, I am a strong believer, coming out of senior management in many organizations, that your team has to be good because some of us elected officials come and go. Some stay for a long time, but some do not.

“I am glad to hear that this is not an elected position, as this type of position is not set for an election. Some of the counties in New York State are different where some are elected, and some are appointed. I am not a believer in deep state, however, hopefully this is at a level where that person’s comments mean something. You do have to get along and there are going to be times, such as budget times, when it has created a lot of tension.

“I am a firm believer in creating this position and I would encourage anyone to take a big look at it and approve it down the road.

“At the September Council of Government meeting, one of the topics will be on this position for the Supervisors and Mayors to know about this position. Thank you.”

Chair Sauerbrey spoke. “The next step in the process is to adopt the local law at the September 12, 2023 Legislature meeting. In January 2024, the hiring

process will begin. We are in the process of deciding whether we are going to secure someone to help us in the hiring process to ensure that we find the right person. There is also a possibility that we will secure services for a mentoring program to help that person get on board, but that is still to be decided by the committee and the full Legislature. This will not be a rushed process. We will begin the process in January, but we want to make sure that we get the right person for the first time."

There being no public comments, the hearing was adjourned at 10:13 A.M.

*Ninth Regular Meeting
September 12, 2023*

The Ninth Regular Meeting of 2023 was held on September 12, 2023 and was called to order by the Chair at 12:00 P.M. Legislators Brown, Ciotoli, Flesher, Monell, Roberts, Sauerbrey, Standinger, and Weston were present with Legislator Mullen being absent.

Chair Sauerbrey asked Legislator Monell to have a moment of prayer. "Lord, we thank you for this day that we can be together and talk about the things that are important to the County we live in. We pray that you would give each one of us wisdom to do the things that are right and good for the constituents of our County. I pray that you would just now bless the rest of this meeting."

Legislator Monell led all Legislators and those in attendance in the Pledge of Allegiance.

There were 57 people in attendance.

Chair Sauerbrey asked for a Moment of Silence in honor of Retired Lt. William White who passed away on August 20, 2023. Mr. White retired as Road Patrol Lieutenant, Sheriff's Office, on February 28, 2022 with 21 years of service to Tioga County.

Chair Sauerbrey asked for a unanimous motion for the following recognition resolution, seconded unanimously and carried.

Legislator Flesher read and presented the following resolution to Teri Rosenberger, Probation Supervisor, Probation Department.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 348-23 *RESOLUTION RECOGNIZING
TERI ROSENBERGER'S 22 YEARS
OF DEDICATED SERVICE TO TIOGA COUNTY*

WHEREAS: Teri Rosenberger began her employment with Tioga County on September 12, 2001, as a Probation Officer at the Probation Department. On January 27, 2010, she was promoted to Senior Probation Officer and promoted to

Probation Supervisor on September 9, 2015 which is the position she will retire from;
and

WHEREAS: Teri Rosenberger has been dedicated and loyal in the performance of her duties and responsibilities during the past 22 years both as a Probation Officer and as a volunteer. Teri has spent countless hours volunteering at events hosted by A New Hope Center, the Tioga County ASAP Coalition, Tioga County Catholic Charities, Tioga County Rural Ministries, Special Olympics, and Tioga County Veteran's Services, just to name a few. Teri has enriched the quality of life for the citizens of Tioga County through volunteering at COVID vaccination clinics, food distributions, backpack giveaways, medication take backs, overdose awareness and community clean up events; and

WHEREAS: Teri has been a mentor to Probation Officers and Sr. Probation Officers providing valuable guidance and feedback as they grow in their profession. Teri has also served as a board member of POA (Probation Officer's Association) to improve the wellness and working conditions of Probation Officers statewide. During her career, she tirelessly worked to assure the quality of service provided to the community was its highest level, assuring equality and compassion for all community members; and

WHEREAS: Teri Rosenberger will retire on September 29, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Teri Rosenberger for her 22 years of dedicated and loyal service to the Tioga County Probation Department and its most vulnerable citizens; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this loyal, dedicated, and outstanding employee, Teri Rosenberger.

ROLL CALL VOTE

Unanimously Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED UNANIMOUSLY.

Probation Director Cain spoke. "I think the word for today is respect. Respect for Bill White and respect for everyone being recognized here today. So,

I think some of the things I am going to say go without having to be said but feel it is necessary to say them anyway.

“Good afternoon. I understand we are all very busy people however I would like everyone to take a few minutes, stop thinking about whatever it is you have been thinking about, and focus with me on one of the most amazing individuals who has served the citizens of Tioga County for more than 20 years. I have sat through several of these resolutions over the years and I think at times the impression is ‘it’s just another retirement resolution’, but it has always impressed me that so many people in Tioga County have dedicated such a large portion of their lives to serve their fellow citizens. I believe they have earned our undivided thoughts and attention for a couple minutes.

“As you see, my Probation staff is standing. In the courtroom, we stand when a Judge enters the courtroom as a sign of respect. In the Armed Forces, enlisted personnel stand when an officer enters a room. We stand when we pledge allegiance to our flag and our country, again as a sign of respect. Therefore, Probation stands today to show the respect this amazing individual has earned over her 22 years of service.

“It is with great pleasure I stand here today and speak to you about someone I had the honor to work with for the past 22 years. On September 29, 2023 Teri Rosenberger will retire from her position as Probation Supervisor. As Department Heads, and I see we have many here today, we try to surround ourselves with talented, capable, and reliable individuals that make us look good and enable our departments to function efficiently and effectively despite us mucking it up from time to time when we step in.

“Teri is one of those people I am lucky enough to have in my department. When I was appointed Director in 2021, I wanted to focus on three concepts with my administrative team: community involvement, leading from the front, and supervising with a sense of urgency. Three principles I believe are essential to Probation and Probation supervision. As a team, we have embraced these core concepts and Teri has led the way. With 60% of my department having less than two years of experience, Teri has made it her mission to teach the new officers these core values. Throughout her career as a Probation Officer, then Sr. Probation Officer, and finally Probation Supervisor, Teri has always treated the public, people under supervision, and her co-workers with dignity and respect. Teri sends the consistent message to new officers and anyone else that will listen that despite why an individual is involved with Probation, they are just people.

Given the circumstances that sometime surround the individuals we work with on a day-to-day basis, this is an invaluable lesson.

“As Supervisor, Teri’s responsibilities include working with courts to assure they provide all necessary information when sending orders to Probation for investigation and supervision, supervision of Probation Officers including quarterly reviews to ensure all Probation standards are being met and monitoring the department’s Alternatives to Incarceration (ATI) Program which allows Tioga County to receive partial reimbursement for some Probation functions. Teri also attends County court proceedings every Monday and Friday, reviews and approves pre-sentence and pre-plea investigations to be sent to the Courts and assigns supervision investigation assignments to Probation Officers. She monitors our Caseload Explorer Management Computer System, completes reports to New York State, and the list goes on and on. She is a vital cog that keeps the Probation machine running smoothly.

“Despite all her daily official duties, Teri also prioritizes serving the community she lives in. Teri is a board member of A New Hope Center, participates in Tioga County ASAP Coalition, and sits on several committees including those that address elder abuse and sex offenders in Tioga County.

“So, in conclusion, I stand before you with mixed emotions. I am happy for Teri as she has earned every day of rest and relaxation in retirement. I am sad because I will no longer see her every day although she is coming back to work part-time. I am anxious because her retirement leaves such a void with the department, but more than anything else I am filled with a feeling of admiration. Admiration for an individual who genuinely cares about others and takes every opportunity to better the lives of those around her. Tioga County is a better place because of the person standing before you. Thank you.”

Teri Rosenberger spoke. “I just want to say that I work with the best employees in the County and the best department in the County. I couldn’t do anything if it wasn’t for them and the guidance I received. Joy Bennett is here is today and she was my Director for years and years and prior to that was my Supervisor and then we had Brian. I just want to say thank you.”

Chair Sauerbrey reported we have two proclamations that will be read and presented; **Employee Recognition and Appreciation Week (9/18-9/22/23)** that will be read and presented by Steven Palinosky, Employee Recognition Committee member and **Save A Life. Free Narcan Day** that will be read and presented by Legislator Standing to Sr. Public Health Educator, Kylie Holochak.

Steven Palinosky spoke. "To the County Legislators, County leaders, County employees, and friends of Tioga County, my name is Steve Palinosky, and I represent the Tioga County Employee Recognition Committee. On behalf of the Committee, I would like to thank the Legislature for their continuing support of our yearly Employee Recognition events.

"Before I read this year's proclamation, I would like to let everyone know about the next two week's Employee Recognition events. We will be conducting pin ceremonies where we acknowledge employees who have reached a continuous service milestone of 5-years, or a multiple of 5-year increments. They will be presented with service pins or pin attachments that indicate their achievement. The pin ceremony schedule is as follows:

Monday, September 18th at 11:00 AM – 56 Main Street

Monday, September 18th at 3:30 PM – Public Works

Tuesday, September 19th at 2:30 PM – Sherriff's Office

Wednesday, September 20th at 11:30 AM – Social Services

"Those whose names are listed in today's proclamation will be honored at a luncheon next Thursday, September 28th, at Donoli's. For today, when your name is read, if you are in attendance, we ask that you come up to receive your copy of the proclamation."

COUNTY OF TIOGA EXECUTIVE PROCLAMATION

WHEREAS: The mission and services of Tioga County depend heavily on the tireless contributions of its dedicated employees; and

WHEREAS: The Tioga County Legislature wishes to recognize the efforts of all Tioga County employees; and

WHEREAS: The Employee Recognition Committee was created to provide a mechanism to show our appreciation for the Employees of Tioga County; and

WHEREAS: Those employees who have served for more than 25 years have shown a steadfast commitment to serving the well-being of the residents of Tioga County, and should be recognized by those whom they have served; and

WHEREAS: The Tioga County Legislature would like to especially recognize the following employees who have attained 25-45 years since last year's ceremonies:

Name	Department	Years
Gary Howard	Sheriff's Office	45
Diane Rockwell	Sheriff's Office	40
Tina Lounsbury	Social Services	35
Gail Perdue	Social Services	30
John Feltey	Public Works	30
Gary Hammond	Public Works	25

NOW THEREFORE, THE TIOGA COUNTY LEGISLATURE does hereby proclaim and designate the week of September 18th – 22nd, 2023 as

EMPLOYEE RECOGNITION AND APPRECIATION WEEK

in the County of Tioga, New York, and call upon our citizens to join in recognizing these dedicated employees.

Legislator Standinger read and presented the **Save A Life. Free Narcan Day** proclamation to Kylie Holochak, Sr. Public Health Educator.

COUNTY OF TIOGA EXECUTIVE PROCLAMATION

WHEREAS: Opioids are one of the most addictive substances in the world and have become more dangerous due to the increase of the synthetic opioid, Fentanyl, being mixed into many drugs including heroin, methamphetamines, and counterfeit pills; and

WHEREAS: Tioga County continues to lose residents every year to opioid overdoses; and

WHEREAS: In rural communities it may take an extended amount of time for first responders to arrive to the scene of an overdose; and

WHEREAS: When administered in time, the lifesaving medication, Naloxone, also known as Narcan, can be used to reverse the effects of an opioid overdose and help with saving someone's life; and

WHEREAS: Narcan has become easier to access in Tioga County through Opioid Overdose Prevention Programs, Public Access Narcan Boxes, and pharmacies; and

WHEREAS: Anyone can become trained on how to identify and reverse an opioid overdose; therefore

THE TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim September 14, 2023 as:

SAVE A LIFE. FREE NARCAN DAY

and urges Tioga County residents to attend an Opioid Overdose Prevention Training and keep Narcan in your possession, especially if you live with someone who takes prescription pain medications, has a substance use disorder, or is currently in recovery.

Legislator Standinger spoke. "Narcan is a very simple tool to use and if saves someone's life it's a good thing. I am on the Tioga County ASAP Coalition, and I attended training which was very painless. It is just a matter of learning how to operate the device which is pretty simple and the fact that it is readily available and training is given and I am sure you are going to hear more about that. But, how you feel about addicts should not enter into the equation because for years I arrested addicts and since I am here now I do not do that, but people have their own reasons for doing what they do and we all make mistakes in our life so if you can prevent someone from taking a final exit because of a mistake they made you should take that opportunity and do it."

Kylie Holochak spoke. "Thank you, Legislator Standinger. I think you said pretty much everything I would like to say. Thank you all for your support as well. Over the next two days, we are going to be holding six Narcan trainings around the County. There is more information on the Tioga County Public Health Facebook page and website. My partners from Tioga County Mental Hygiene and CASA-Trinity are also playing a big part in this day to make sure that we can really get out into the community, get to people at the local level, and spread Narcan to those who may need it. There is a lot of stigma still behind using Narcan, but I really believe the more that we just keep getting out into the community, the more we really do play a big part in breaking down those barriers. Thank you again for your support."

We have four people representing New York Citizens Audit (NYCA) signed up requesting privilege of the floor. Chair Sauerbrey reminded the speakers to keep their comments relevant to the business of the Tioga County Legislature and reminded the Legislature that we are here to listen and will not be responding.

Jonathan Carrier, Apalachin, NY spoke. "I am Jonathan Carrier and I am working on my 60th year in the Town of Owego as a resident. I am a retired electrical engineer with software experience and I spent 44 years at IBM-Lockheed Martin writing diagnostic software for the military and space computers that have been produced there.

"I have been worried for a while about the 2020 election and I couldn't figure out what to do about it. I stroked around and I found an organization that had a similar concern, New York Citizens Audit. This group basically had the same problem; something was wrong with 2020. But early on, that group believed that New York would be a gold standard compared to the other states regarding elections, so they set about to prove that our elections in New York were golden. We did that by doing a FOIL request for the voter registration database. We got that in 2021 and began to analyze that. One of the first things we discovered was that this database was different than most. I am wondering how many people in the room know what a database is. I would be willing to bet everyone of you knows about a database. Think about your checkbook and the register is a database. You put check number 1, 2, 3 and if the tax guys come and ask you if you paid your taxes, you can prove it by going to the register. One of the key ingredients of that little database is that it is done sequentially. Now, if we were asked collectively to produce a voter registration database what we would do is start off with a nice clean check register with a few more fields in it than a checkbook register, but it would be done sequentially with each voter listed. I bring this up because when we analyzed the State's voter registration database, we discovered that the organization within the database was not sequential and that made us wonder why. We discovered that it is under the control of an algorithm or a program that puts data in the database in a sort of controlled fashion, but differently than you would do if you were managing your checkbook. For example, if you wrote check number 3 and put it on page 28 in the register it would be tough to find that later if somebody was asking about that particular check. That is kind of the result that is found in the New York State Voter Registration database. We found a lot of other faulty data and I would like to introduce Holly Gruskay as the next speaker to explain some of this data."

Holly Gruskay, Vestal, NY spoke. "Good morning. I moved to New York City in my twenties, and I registered to vote. Then, I got married and moved up to Westchester and again I registered to vote, so there is a Holly Gruskay in New York County and Westchester County. They picked up my middle name, so there is also a Holly D. Gruskay and somebody under my married name. There are four Holly Gruskay's registered to vote. Then, I moved to Broome County three years ago and, of course, I registered to vote. At this moment, there are four Holly Gruskay's in the system all able to vote. So, I am a real-life clone, or we now call them counterfeits and I wanted to just illustrate that they do exist, you do know them because you know me now, and at this table you are probably aware that

somebody knows of somebody that is getting 4, 5, or 20 absentee ballots at home because this is happening all over the State.

“Our group has a total of 2,000 volunteers from Montauk to Buffalo working on this and we want to emphasize that this is not happening at a local level. Each one of these local Board of Elections is doing a good job. This is happening at the State level and that is what Jonathan and his group are looking at. You might wonder how does this happen, how do people get multiple registrations to vote. This is happening because as you move around New York State the post office can register you to vote, the Department of Motor Vehicles can register you to vote, and if you are on the health marketplace like I and many of us are, they can register you to vote, and if you register for SNAP benefits, they can register you to vote also. So, that is how you can get all these extra registrations all around New York State. At this moment, there are about 1,467,000 counterfeit registrations to vote in New York State and that can really add up. Of course, it dilutes the power of our vote as voters. Many of us who are working on NYCA also work on election day to get you guys into office and we thank you for serving. We know it’s a big commitment. We know that doing a petition and going through all the fundraising it’s all a big commitment and it would be terrible to lose by a couple of votes because there are many counterfeit votes out there happening. Some of them are under my name and frankly if more than one of them votes it is a felony. It is like a perfect crime because I do not know it is even happening because I only go to vote once. What we wanted to do is basically tell you that this is happening. We are aware that a lot of the frothiness is occurring downstate and not upstate. We do have a very diverse State as we all know, but we do need the power of all of us in our counties to bring this to a head and make all of us New Yorker’s aware that this is happening. And, yes, we are more action-oriented up here in the upstate portion of our State.

“I wanted to build on what Jonathan was discussing and how we have triple-blind peer reviewed documentation and research which has been published in the Journal of Information Warfare, so now it is scientific fact that there is something going on in our database here. Our database is actually called NYS Voter and that it has algorithmic code embedded in it that is being used to mathematically manipulate the database. This is being done backend at the State level and the County is not involved. Quite honestly because of these algorithms, cybersecurity and intelligence experts are telling us that this database has been breached and is untrustworthy. This database is considered part of our national security infrastructure by that same Cybersecurity Infrastructure and Security Administration, which is actually part of Homeland Security. If you go to our website, www.auditny.com you will see the media links to articles. We have given our evidence to the New York State Police who, in turn, forwarded it to the FBI back in May 2022; nothing has been done. We gave our evidence to New York Secretary of State and the NY State Attorney General; nothing has been

done. To discuss this further, I have the pleasure of introducing Linda Burghardt. Thank you very much.”

Linda Burghardt, Lisle, NY spoke. “My name is Linda Burghardt and I live just over the county line in the Town of Lisle, not far from here and I do have occasion to come quite often as I have family that lives in Tioga County.

“I would like to further explain how things should work and what has happened. If everything worked perfectly in the real world, each 62 counties Board of Elections in New York State would register their votes in their county, it would be sent almost in real-time to the New York State Board of Elections where it would be compiled into the State's voter database. If you took all the 62 counties and swept them together, that pile should match what is on file with the New York State Board of Elections. That is not the case and that is why we are trying to bring awareness to all our elected officials, public, and those interested, and we are here today to share some of the things that we have found.

“I think the first thing we have to agree upon is the fact that elections should either be valid or not valid. Either they are accurate, or they are not. So, we are going to start talking about the voter registration database because there are a lot of things that people talk about, but we are strictly talking about the voter database. So, what makes a valid election? You must have certified voters. In the 2022 summary sheet in front of you, this is the latest data after we did a FOIL request of the database after the 2022 election. Some of the things found include purged registrations, counterfeit registrations, purged records that were never active, so the question is why they were there, and there are people who have multiple State Board of Election identification numbers. It is illegal to have more than one. In fact, if you care, you can go on YouTube and watch the New York State Board of Elections Committee meeting on September 6, 2023 where a Board member admitted he had three. It's illegal and he knows it, but he is on our State Board of Elections Committee. There are some really big issues that are happening at the State level. Another thing is that we do not consider the voter rolls to be accurate. The votes counted must be from eligible voters and we have found people that have voted that we feel are not eligible voters; there are addresses missing, they are over 115 years old, and a plethora of factoids that make these voters ineligible. The number of people who vote should equal the number of votes that are counted. In 2022, there were 35,312 more votes cast than voters who voted. If you want to look back to 2020, there were 338,356 more votes certified by our State Board of Elections and our Secretary of State than people who checked in and voted. That is not even certifiable. If your checkbook was off by that amount, you know you would be in the bank. It is a huge number and yet they certified it. We consider that to be an uncertifiable election, as with 35,312 from the past mid-term election. Another bar that is set is the number of

ballot errors that can occur by Federal law and that is 1 in 125,000. In 2022, the allowable errors were 48 and there were over 745,000.

“On the summary sheets distributed, there are page numbers listed and they correspond with the full reports that were also distributed. The full reports can be accessed on the NYCA website. Thank you.”

Joe Atkinson, Horseheads, NY spoke. “Hello, my name is Joe Atkinson. I am the Chemung County’s strike team leader for New York Citizens Audit. We are here because this is more than just a local issue; this is a statewide issue that we are dealing with regarding these voter rolls.

“We are asking you to consider passing a resolution calling for an end-to-end forensic audit of the entire New York State 2022 General Election. My colleagues have listed a lot of data. We have 16 Holly’s over in Chemung County that have double voted four to eight times between 2020 and 2023. I have those records. Everything we have said, and the numbers given come directly from the New York State Voter Registration database. We did a FOIL request of those databases from the counties in the State and did our analysis on those numbers only.

“One of the things that was brought up was the error rate or the ineligibility rate. It is 1 in 10 million ballot line items or 1 in 125,000 ineligible votes. It sounds really difficult to achieve. The air traffic controllers achieve an error rate on a power of 10 better than that every day and so do the banks. So, this is not that difficult. 5.9 million votes were cast in 2022 and according to that 1 in 125,000 ballots of error, that means that New York State in total is only allowed 48 ineligible votes for the entire State. That’s Federal law. My hometown in Horseheads, NY has 131 clones or counterfeits in it. We alone in Horseheads, NY break the law for New York State. That’s important and we have to remember that. As we said before, the data was given to State officials, Attorney General, Secretary of State, FBI and we have given seminars to the Legislature, lobby days with the Legislature, and we had appointments with 90 Assemblymen at the end of January. One thing that we learned is that 7% of the New York State Assembly has counterfeit registrations on their names. Linda and I had the privilege of meeting with one of them and he was not happy. He has been trying to fix it and he said it is getting harder and harder to fix it. That is why we need this audit. 24 of 63 New York State Senate and 60 of 150 Assembly elections in 2020 were not certifiable because of the number of ineligible votes in each district was equal to or better than 50% of the margins of victory.

“As Linda stated, she talked about the State Board of Elections Committee meeting. I saw that video and this guy doesn’t care that he had multiple identification numbers. One of them is purged, but that doesn’t mean anything

because with the algorithms and everything that we know is going on, that vote could still be cast. The triple-blind peer review analysis of our data is powerful. That means that cybersecurity experts have triple-blind peer reviewed our researchers work and so we know for a fact that there are algorithms and mathematical manipulations of the New York State Voter Registration database. The same corrupted database from 2020 was used again in the 2022 elections. There is one thing I do not think you all know, and this part is local. In Tioga County, we have registrations in churches, industrial sites, and in schools and that is illegal. Those registrations are ineligible to vote because they are not residential addresses. I do not mean post office boxes; I mean house numbers and street names. That is right here in your County.

“With all of these anomalies that our group has brought up to you, this is why we are asking you to consider passing a resolution.”

Legislator Roberts made a motion to approve the minutes of August 15 and 24, 2023, seconded by Legislator Flesher and carried.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 349-23 ADOPT LOCAL LAW NO. 3 OF 2023

WHEREAS: A public hearing was held on August 24, 2023, following due notice thereof to consider the adoption of Local Law Introductory No. C of the Year 2023; A Local Law providing for the Collection of a Hotel and Motel Tax in Tioga County; and

WHEREAS: It is in the best interest of the residents of Tioga County to adopt such Local Law which will be Local Law No. 3 of 2023; therefore be it

RESOLVED: That the following Local Law be and hereby is adopted:

County of Tioga

Local Law No. 3 of the Year 2023.

A Local Law providing for the collection of a hotel and motel tax in Tioga County.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: TITLE.

This local Law shall be known as the "Hotel/Motel Tax Law."

SECTION 2: PURPOSE.

The purpose of this Local Law is to enhance the general economy of Tioga County, its cities, towns, and villages through promotion of tourists, activities, conventions, trade shows, special events, and other directly related and supporting activities.

SECTION 3: DEFINITIONS.

HOTEL/MOTEL - Any facility or a portion thereof providing lodging on an over-night basis, in exchange for any consideration, and shall include those facilities designated and commonly known as "bed and breakfast" and "tourist" facilities.

OCCUPANCY - The use or possession, or the right to the use or possession of any room in a hotel or motel.

OCCUPANT - A person who, for a charge or any consideration uses, possesses, or has the right to use or possess, any room in a hotel or motel under any lease, concession, permit, right, license, agreement, or otherwise.

OPERATOR - Any person operating a hotel or motel in Tioga County including but not limited to the owner, proprietor, lessee, sub-lessee, mortgagee in possession, licensee, or any other person otherwise operating such hotel or motel.

PERMANENT RESIDENT - A person occupying any room or rooms in a hotel or motel for at least fourteen (14) consecutive days.

PERSON - An individual, partnership, society, association, joint stock company, corporation, estate, receiver, trustee, assignee, referee, and any other person acting in a fiduciary or representative capacity, whether appointed by a court or otherwise, and any combination of the foregoing.

RENT – The consideration received for occupancy valued in money, whether received in money, or otherwise.

RETURN - Any return filed or requested to be filed as herein provided.

ROOM - Any room or rooms of any kind in any part or portion of a hotel or motel, which is available for rent or otherwise let out for the lodging of guests.

TREASURER – Tioga County Treasurer

SECTION 4: TAX.

A tax in the amount of four percent (4%) of the per diem rental rate for each room occupied, is hereby assessed on all hotels and motels in Tioga County, provided, however, that such tax shall not be applicable to a permanent resident of a hotel or motel.

SECTION 5: EXEMPTION.

Such tax shall not be imposed on any transaction, by or with any of the following:

(A) The State of New York, or any public corporation (including a public corporation created pursuant to agreement or compact with another state or the dominion of Canada), improvement district or other political subdivision of the State.

(B) The United States of America, insofar as it is immune from taxation;

(C) Any corporation or association, or trust, or community chest, fund or foundation organized and operated exclusively for religious, charitable or educational purposes, or for the prevention of cruelty to children or animals, and no part of the net earnings of which inures to the benefit of any private shareholder or individual and no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation; provided, however, that nothing in this paragraph shall include an organization operated for the primary purpose of carrying on a trade or business for profit, whether or not all of its profits are payable to one or more organizations described in this paragraph.

SECTION 6: REGISTRATION.

Within three (3) days after commencing business or opening, every operator shall file with the Treasurer a registration application in a form prescribed by the Treasurer.

SECTION 7: ADMINISTRATION AND COLLECTION.

(A) The tax imposed by this local law shall be administered and collected by the Treasurer, or other fiscal officers of Tioga County, by such means and in such manner as other taxes which are now collected and administered by such officers or as otherwise may be provided by such local law.

(B) The tax to be collected shall be stated and charged separately from the rent and shown separately on any record thereof, at the time when the occupancy is arranged or contracted for and charged for, and upon every evidence of occupancy or any bill or statement of charge made for said occupancy issued or delivered by the operator. The tax shall be paid by the occupant to the operator or to the person entitled to be paid the rent or charge for the hotel or motel occupied for and on account of the County, and the operator or person

entitled to be paid the rent or charge shall be liable for the collection and payment of the tax.

(C) The operator or any officer of any corporate operator shall be personally liable for the tax collected or required to be collected under this local law, and such operator or person entitled to be paid the rent or charge shall have the same right in respect to collecting the tax from the occupant, or in respect to non-payment of the tax by the occupant, as if the tax were a part of the rent or charge and payable at the same time as the rent or charge; provided, however, that the Treasurer or other fiscal officers, employees or agents specified in this local law, shall be joined as a party in any action or proceeding brought to collect the tax by the operator or by the person entitled to be paid the rent or charge.

(D) The Treasurer may, whenever deemed necessary for the proper enforcement of this local law, provide that the occupant shall file returns and pay directly to the Treasurer, the tax herein imposed.

(E) For the purpose of the proper administration of this local law and to prevent evasion of the tax hereby imposed, it shall be presumed that all rents are subject to tax until the contrary is established, and the burden of proving that a rent for occupancy is not taxable hereunder shall be upon the operator, except that, where by regulation pursuant to subdivision (d) of this section, an occupant is required to file returns and pay directly to the Treasurer the tax herein imposed, the burden of proving that a rent for occupancy is not taxable shall be upon the occupant.

(F) Where an occupant claims exemption from the tax under the provisions of section five of this local law, the rent shall be deemed taxable hereunder unless the operator shall receive from the occupant claiming such exemption a certificate duly executed by an exempt corporation or association certifying that the occupant is its agent, representative, or employee, together with a certificate executed by the occupant that his occupancy is paid or to be paid by such exempt corporation or association, and is necessary or required in the course of or in connection with the occupant's duties as a representative of such corporation or association. Where deemed necessary, the operator may further require that any occupant claiming exemption from the tax furnish a copy of a certificate issued by the Treasurer certifying that the corporation or association therein named is exempt from the tax under section five of this local law.

SECTION 8: RECORDS TO BE KEPT.

Every operator shall keep records of every occupancy and of all rent paid, charged and due thereon and of the tax payable thereon, in such form as the Treasurer may require. Such records shall be available for inspection and examination at any time upon demand by the Treasurer or the Treasurer's duly

authorized agents or employees, and shall be preserved for a period of not less than three (3) years, except that the Treasurer may consent in writing to their destruction within that period or may in writing require that such records be kept and maintained for a specified period in excess of three (3) years.

SECTION 9: RETURNS.

(A) The filing of returns and the payment of the tax shall be paid to the Treasurer on a quarterly basis. Such returns shall be filed within twenty (20) days from the expiration of the period covered thereby. The Treasurer may permit or require returns to be made by other periods and upon such dates as may be specified. If the Treasurer deems it necessary in order to insure the payment of the tax imposed by this local law, the Treasurer may require returns to be made for shorter periods than those prescribed pursuant to the foregoing provisions of this section and upon such dates as may be specified.

(B) The forms of returns shall be prescribed by the Treasurer and shall contain such information as may be deemed for the proper administration of this local law. The Treasurer may require amended returns to be filed within twenty (20) days after notice and to contain the information specified in the notice.

(C) If the return required by this local law is not filed, or a return filed is incorrect or insufficient on its face, the Treasurer shall take the necessary steps to enforce the filing of such return or of a corrected return.

SECTION 10: PAYMENT OF TAX.

(A) Upon the time of filing a return of occupancy and of rents, each operator shall pay to the Treasurer the taxes imposed by this local law upon the rents required to be included in such return, as well as other monies collected by the operator acting or purporting to act under the provisions of this local law.

(B) Where the Treasurer, in his discretion, deems it necessary to protect revenues to be obtained under this local law, the Treasurer may require any operator obligated to collect the tax imposed by this local law to file with the Treasurer's office a bond, issued by a surety company authorized to transact business in this state and approved by the superintendent of insurance of this state as to solvency and responsibility, in such amount as the Treasurer may fix to secure the payment of any tax and/or penalties and interest due or which may become due from such operator.

(C) In the event the Treasurer determines that an operator is to file such bond, notice shall be given by the Treasurer to such operator to that effect specifying the amount of the bond required.

(D) The operator shall file such bond within five (5) days after the issuance of such notice, unless within five (5), days the operator shall serve upon and deliver to the Treasurer a written request for a hearing before the Treasurer at which the

necessity, propriety and amount of the bond shall be determined by the Treasurer. Any determination by the Treasurer upon such hearing shall be final and shall be complied with by the operator within fifteen (15) days after the giving of notices thereof.

(E) In lieu of such bond, securities approved by the Treasurer or cash in such amount as may be prescribed, may be deposited which shall be kept in the custody of the Treasurer who may at any time without notice of the depositor apply them to any tax and interest and penalties due, and for that purpose the securities may be sold by the Treasurer at public or private sale without notice to the depositor thereof.

SECTION 11: DETERMINATION OF TAX.

If a return required by this local law is not filed, or if a return is incorrect or insufficient, the amount of tax due shall be determined by the Treasurer from such information as may be obtainable and, if necessary, the tax may be estimated on the basis of external indices, such as number of rooms, location, scale of rents, comparable rents, type of accommodations and service, number of employees and/or other factors. Notice of such determination shall finally and irrevocably fix the tax unless the person against whom it is assessed, within thirty (30) days after giving of such notice of such determination, shall apply to the Treasurer for a hearing, or unless the Treasurer of its own motion shall re-determine the same. After such hearing, the Treasurer shall give notice of the determination made to the person against whom the tax is assessed. Any final determination of the amount of any tax payable hereunder, shall be reviewable for error, illegality or unconstitutionality or any other reason whatsoever by a proceeding under article seventy-eight of the Civil Practice Law and Rules if application therefor is made to the Supreme Court within thirty (30) days after the giving of the notice of such final determination, provided, however, that any such proceeding under article seventy-eight of the Civil Practice Law and Rules shall not be instituted unless:

(A) The amount of tax sought to be reviewed, with such interest and penalties thereon as may be provided for by local law or regulation shall be first deposited and there is filed an undertaking, issued by a surety company authorized to transact business in this state and approved by the superintendent of insurance of this state as to solvency and responsibility, in such amount as a justice of the Supreme court shall approve to the effect that if such proceeding be dismissed or the tax confirmed, the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding; or

(B) At the option of the petitioner, such undertaking may be in a sum sufficient to cover the taxes, interests, and penalties stated in such determination plus the costs and charges which may accrue against such petitioner in the prosecution

of the proceeding, in which event the petitioner shall not be required to pay such taxes, interests or penalties as a condition precedent to the application.

SECTION 12: JUDICIAL REVIEW.

(A) Any final determination of the amount of any tax payable hereunder shall be reviewable for error, illegality or unconstitutionality or any other reason whatsoever by a proceeding under article seventy-eight of the civil practice law and rules if application therefore is made to the supreme court within thirty days after the giving of the notice of such final determination, provided, however, that any such proceeding under article seventy-eight of the civil practice law and rules shall not be instituted unless:

1. The amount of any tax sought to be reviewed, with such interest and penalties thereon as may be provided for, shall be first deposited and there is filed an undertaking, issued by a surety company authorized to transact business in this state and approved by the superintendent of insurance of this state as to solvency and responsibility, in such amount as a justice of the supreme court shall approve to the effect that if such proceeding be dismissed or the tax confirmed the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding; or
2. At the option of the petitioner such undertaking may be in a sum sufficient to cover the taxes, interests and penalties stated in such determination plus the costs and charges which may accrue against it in the prosecution of the proceeding, in which event the petitioner shall not be required to pay such taxes, interest or penalties as a condition precedent to the application.

(B) Where any tax imposed hereunder shall have been erroneously, illegally or unconstitutionally collected and application for the refund thereof duly made to the Treasurer, and he shall have made a determination denying such refund, such determination shall be reviewable by a proceeding under article seventy-eight of the civil practice law and rules, provided, however, that such proceeding is instituted within thirty days after the giving of the notice of such denial, that a final determination of tax due was not previously made, and that an undertaking is filed with the proper fiscal officer or officers in such amount and with such sureties as a justice of the supreme court shall approve to the effect that if such proceeding be dismissed or the tax confirmed, the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding.

SECTION 13: PENALTY AND INTEREST.

There shall be a penalty for failure to file said return and pay over the tax to the Treasurer on the date due in the amount of ten (10%) percent of the amount of the tax due plus interest at the rate of one percent (1%) of such tax for each

month of delay, excepting the first month after such return was required to be filed or such tax became due.

SECTION 14: LIMITATION OF TIME.

Except in the case of a willfully false or fraudulent return with intent to evade the tax, no assessment of additional tax shall be made after the expiration of more than three years from the date of the filing of a return, provided, however, that where no return has been filed as provided by law the tax may be assessed at any time.

SECTION 15: RESERVES.

In cases where the occupant or operator has applied for a refund and has instituted a proceeding under article seventy-eight of the Civil Practice Law and Rules to review a determination adverse to such occupant or operator on such application for a refund, the Treasurer shall set aside sufficient monies to meet any decision adverse to the County.

SECTION 16: APPLICATION OF FUNDS.

All revenues resulting from the imposition of the tax under this local law shall be paid into the treasury of Tioga County and shall be credited to and deposited in the general fund of the County, thereafter to be allocated at the discretion of the County Legislature of the County of Tioga for the purposes of tourism and economic development; provided, however, that the County shall be authorized to retain up to a maximum of five percent of such revenue to defer the necessary expenses of the County in administering such tax. The revenue derived from the tax, after deducting the amount provided for administering such tax, shall be allocated to enhance the general economy of Tioga County, its cities, towns, and villages, through promotion of tourist activities, conventions, trade shows, special events, and other directly related and supporting activities.

SECTION 17: REMEDIES EXCLUSIVE.

The remedies provided by sections eleven (11) and twelve (12) of this local law shall be the exclusive remedies available to any person for the review of the tax liability imposed by this local law; and no determination or proposed determination of tax or determination on any application for refund or credit shall be enjoined, contested or reviewed by any action or proceeding, except by a proceeding under article seventy-eight of the Civil Practice Law and Rules provided, however, that a taxpayer may proceed by declaratory judgment if suit is instituted within thirty (30) days after a deficiency assessment to the Treasurer prior to the institution of such suit and posts a bond for costs pursuant to section twelve (12) of this local law.

SECTION 18: PROCEEDINGS TO RECOVER TAX.

(A) Whenever any operator or other person shall fail to collect and pay over any tax and/or to pay any tax, penalty or interest imposed by this local law as herein provided, or whenever any occupant shall fail to pay any such tax, penalty or interest, the County Attorney shall, upon the request of the Treasurer bring or cause to be brought an action to enforce the payment of the same on behalf of Tioga County in any court of the State of New York or of any other state or of the United States.

(B) Notwithstanding any other provision of this section, if the Treasurer, in its discretion, believes that any such operator, occupant or other person is about to cease business, leave the state or remove or dissipate the assets out of which the tax or penalties might be satisfied, and that any such tax or penalty will not be paid when due, the Treasurer may declare such tax or penalty to be immediately due and payable and may issue a warrant, as provided in this section, immediately.

(C) As an additional alternate remedy, the Treasurer may issue a warrant, directed to the Tioga County Sheriff or to the Sheriff of any other county commanding said Sheriff to levy upon and sell the real and personal property of the operator, occupant, or other person liable for the tax, which may be found within the County for the payment of the amount thereof, with any penalties and interest and the cost of executing the warrant, and to return such warrant to the Treasurer and to pay to the Treasurer the money collected by virtue thereof within sixty (60) days after the receipt of such warrant. The sheriff shall, within five (5) days after the receipt of the warrant, file with the County Clerk a copy thereof, and thereupon such Clerk shall enter in the judgment docket the name of the person mentioned in the warrant and the amount of tax, penalties and interest for which the warrant is issued and the date when such copy is filed. Thereupon the amount of such warrant so docketed shall become a lien upon the interest in real and personal property of the person against whom the warrant is issued. The Sheriff shall then proceed upon the warrant, in the same manner, and with like effect, as that provided by in respect to executions issued against property judgments of a court of record and for services in executing the warrant the Sheriff shall be entitled to the same fees, which may be collected in the same manner. In the discretion of the Treasurer, a warrant of like terms, force and effect may be issued and directed to any officer or employee of the Treasurer and in the execution thereof such officer or employee shall have all the powers conferred upon by the Sheriff, but shall be entitled to no fee or compensation in excess of the actual expenses paid in the performance of such duty. If a warrant is returned not satisfied in full, the Treasurer may from time to time issue new warrants and shall also have the same remedies to enforce the amount due thereunder as if the County has recovered judgment therefor and execution thereon has been returned unsatisfied.

(D) Whenever an operator shall make a sale, transfer, or assignment in bulk of any part of the whole of a hotel, motel, or lease, or of such operator's business assets, otherwise than in the ordinary course of business, the purchaser, transferee or assignee shall at least ten (10) days before taking possession of the subject of the said sale, transfer or assignment, or paying therefor, notify the Treasurer by registered mail of the proposed sale and of the price, terms and conditions thereof whether or not the seller, transferor or assignor, has represented to or informed the purchaser, transferee or assignee that any tax is owed pursuant to this local law, and whether or not the purchaser, transferee or assignee has knowledge that such taxes are owing, and whether any such taxes are in fact owing.

(E) Whenever the purchaser, transferee or assignee shall fail to give notice to the Treasurer as required by sub-section eighteen (18) (d), of this section or whenever the Treasurer shall inform the purchaser, transferee, or assignee that a possible claim for such tax or taxes exists, any sums of money, property or choses in action, or other consideration, which the purchaser, transferee or assignee is required to transfer over to the seller, transferor or assignor shall be subject to a first priority right and lien of any such taxes theretofore or thereafter determined to be due the seller, transferor or assignor to the County, and the purchaser, transferee or assignee is forbidden to transfer to the seller, transferor or assignor any such sums of money, property or choses in action to the extent of the amount of the County's claim. For failure to comply with the provisions of this sub-section, the purchaser, transferee or assignee, in addition to being subject to the liabilities and remedies imposed under the provisions of article six of the Uniform Commercial Code, shall be personally liable for the payment determined to be due to the County from the seller, transferor or assignor, and such liability may be assessed and enforced in the same manner as the liability for tax under this local law.

SECTION 19: GENERAL POWERS OF THE TREASURER.

In addition to the powers granted to the Treasurer by County Law and this local law, the Treasurer is hereby authorized and empowered:

(A) To make, adopt and amend rules and regulations, and to issue orders, appropriate to the carrying out of this local law and the purposes thereof;

(B) To extend for cause shown the time of filing any return for a period not exceeding thirty (30) days; and for cause shown, to remit or waive penalties but not interest; and to compromise disputed claims in connection with the taxes hereby imposed.

(C) To request information from the tax commissioner of the State of New York or the treasury department of the United States relative to any person; and to afford information to such tax commissioner or such treasury department relative

to any person, any other provision of this local law to the contrary notwithstanding

(D) To delegate said functions hereunder to any employee or employees of the Treasurer

(E) To prescribe methods for determining the rents for occupancy and to determine the taxable and nontaxable rents

(F) To require any operator within the County to keep detailed records of the nature and type of hotel or motel maintained, nature and type of service rendered, the rooms available and rooms occupied daily, leases or occupancy contracts or arrangements, rents received, charged and accrued, the names and addresses of the occupants, whether or not any occupancy is claimed to be subject to the tax imposed by this local law, and to furnish such information upon request to the Treasurer

(G) To assess, determine, revise and readjust the taxes imposed under this local law

SECTION 20: ADMINISTRATION OF OATHS AND COMPELLING TESTIMONY.

(A) The Treasurer, or the Treasurer's duly designated and authorized employees or agents, shall have power to administer oaths and take affidavits in relation to any matter or proceeding in the exercise of the Treasurer's powers and duties under this local law.

(B) The Treasurer shall have the power to subpoena and require the attendance of witnesses and the production of books, papers, and documents to secure information pertinent to the performance of his duties hereunder and of the enforcement of this local law, and to examine them in relation thereto, and to issue commissions for the examination of witnesses who are out of the state or unable to attend before the Treasurer or excused from attendance.

(C) A justice of the Supreme Court, either in court or at chambers shall have power summarily to enforce by proper proceedings the attendance and testimony of witnesses and the production and examination of books, papers and documents called for by the subpoena of the Treasurer under this local law.

(D) Any person who shall refuse to testify or to produce books or records or who shall testify falsely in any material matter pending before the Treasurer under this local law shall be guilty of a misdemeanor, punishment for which shall be a fine of not more than one thousand dollars (\$1,000) or imprisonment for not more than one year, or both such fine and imprisonment.

(E) The officers who serve the summons or subpoena of the Treasurer and witnesses attending in response thereto shall be entitled to the same fees as are allowed to officers and witnesses in civil cases in courts or record, except as herein otherwise provided.

(F) The County Sheriff, the Sheriff's duly appointed deputies, and any officer or employee of the Treasurer designated to serve process under this local law, are hereby authorized and empowered to serve any summons, subpoena, order, notice, document, instrument, or other process to enforce or carry out this local law.

SECTION 21: REFERENCE TO TAX.

Wherever reference is made in placards or advertisements or in any other publications to this tax such reference shall be substantially in the following form: "Tax on occupancy of hotel or motel rooms"; except that in any bill, receipt, statement or other evidence of memorandum of occupancy or rent charge issued or employed by the operator, the word "tax" will suffice.

SECTION 22: RETURNS TO BE SECRET.

(A) Except in accordance with proper judicial order, or as otherwise provided by law, it shall be unlawful for the Treasurer or any officer or employee of the Treasurer to divulge or make known in any manner the rents or other information relating to the business of the taxpayer contained in any return required under this local law. The officers charged with the custody of such returns shall not be required to produce any of them or evidence of anything contained in them in any action or proceeding in any court, except on behalf of the Treasurer in an action or proceeding under the provisions of this local law or on behalf of any party to any action or proceeding under this local law when the returns or facts shown thereby are directly involved in such action or proceeding, in either of which events the court may require the production of, and may admit in evidence, so much of said returns or of the facts shown thereby, as are pertinent to the action or proceeding and no more. Nothing herein shall be construed to prohibit the delivery to a taxpayer or his duly authorized representative or a certified copy of any return filed in connection with his tax nor to prohibit the publication of statistics so classified as to prevent the identification of particular returns and the items thereof, or the inspection by the County Attorney or other legal representatives of the County of the return of any taxpayer who shall bring action to set aside or review the tax based thereon, or against whom an action or proceeding has been instituted for the collection of a tax or penalty. Returns shall be preserved for three (3) years and thereafter until the Treasurer permits them to be destroyed.

(B) Any violation of this section shall be punishable by a fine not exceeding one thousand dollars (\$1,000), or by imprisonment not exceeding one year, or both, in the discretion of the court.

SECTION 23: EFFECTIVE DATE.

This local law shall become effective December 1, 2023 and shall remain in effect until November 30, 2026.

SECTION 24: SEVERABILITY.

If any provision of this local law or the application thereof to any person or circumstance shall be held invalid, the remainder of this local law and the application of its provisions to other persons or circumstances shall not be affected thereby.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 350-23 ADOPT LOCAL LAW NO. 4 OF 2023

WHEREAS: A public hearing was held on August 24, 2023, following due notice thereof to consider the adoption of Local Law Introductory No. D of the Year 2023; A Local Law establishing the position of County Administrator for the County of Tioga; and

WHEREAS: It is in the best interest of the residents of Tioga County to adopt such Local Law which will be Local Law No. 4 of 2023; therefore be it

RESOLVED: That the following Local Law be and hereby is adopted:

County of Tioga

Local Law No. 4 of the Year 2023.

A Local Law Establishing the Position of County Administrator for the County of Tioga.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: LEGISLATIVE INTENT.

The Tioga County Legislature recognizes the growing complexities of County Government by the many mandated programs on both the Federal and State level of government and the need for increased direction, control and coordination of County governmental functions would provide a more efficient administration of the various departments and agencies of Tioga County.

It is the purpose and intent of this local law to provide administrative assistance to the County Legislature, in order to provide uniformity in the day-to-day operations and management of County affairs. It is not the purpose or intent of the County Legislature in the adoption of this local law to curtail, diminish, or transfer the power of any elected or appointed County official.

SECTION 2: COUNTY ADMINISTRATOR.

There shall be a County Administrator who shall be directly responsible to the Tioga County Legislature and perform the functions of a Chief Administrative Officer on behalf of the County Legislature with the County Legislature retaining the final administrative authority. The position of County Administrator shall be unclassified for Civil Service purposes.

SECTION 3: APPOINTMENT, TERM OF OFFICE.

The County Administrator shall be appointed by and serve at the pleasure of the Tioga County Legislature based on the minimum qualifications outlined in this local law and run coextensively on the same terms as the Legislative Clerk, County Attorney, and Public Defender. The position of County Administrator shall be unclassified for Civil Service purposes. Upon hiring, the County Administrator will work with the Chairperson of the Legislature for a period of up to 52 weeks.

SECTION 4: MINIMUM QUALIFICATIONS.

At the time of appointment, the County Administrator shall have the following training and/or experience:

- A. Graduation from a regionally accredited or New York State registered college or university with a Master's degree preferably in Business or Public Administration or a related field and four (4) years of professional experience in the field of public or business administration, including experience in budgeting and financial management with government experience preferred; or

- B. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree preferably in Business or Public Administration or a related field and six (6) years of professional experience in the field of public or business administration, including experience in budgeting and financial management with government experience preferred.

The County Administrator position requires a thorough knowledge of the principles and procedures of public administration which includes management supervision, intergovernmental relations, thorough knowledge of the principles and procedures of governmental accounting and budget, good knowledge of report writing and statistical interpretation, knowledge of public relations practices and procedures, good knowledge of and experience with purchasing processes. Communication skills are critical in the ability to communicate effectively, both orally and written, ability to analyze problems and make recommendations, ability to prepare and maintain written reports and records, ability to follow and issue complex oral and written instructions, ability to establish and maintain good relationships both within the County and with outside agencies, ability to supervise the work of others, ability to exercise good judgment in evaluating situations, establishing priorities, and making decisions.

The County Administrator shall be appointed on the basis of these, and such other qualifications as may be required for the responsibilities of the position.

SECTION 4: SALARY.

The County Administrator shall receive an annual salary to be fixed by the County Legislature.

SECTION 5: POWERS AND DUTIES.

Without curtailing, diminishing, or transferring the powers of any elected County official, the County Administrator shall be responsible for the overall administration of Tioga County Government under the direction of the Tioga County Legislature and shall provide and coordinate staff services to the County Legislature, Chairperson of the Legislature, and its Committees. The County Administrator will act as the Budget Officer and Public Information Officer and oversee the day-to-day departmental operations to carry out the directives of the County Legislators efficiently, economically, and effectively, as well as assist with short and long-term capital and fiscal planning. The County Administrator will also perform related work as required and assigned. The County Administrator shall have all the powers and perform all the duties necessarily implied or incidental thereto. Among such powers and duties, but not by way of limitation, are the following:

A. Departmental Management & Labor Relations:

- Act as day-to-day primary Operations Director in accordance with policies established by the Legislature.
- Provide interdepartmental leadership and unify overall management of County affairs by supporting the operations of Department Heads, implement administrative policies approved by the Legislature, address common issues among departments, identify interdepartmental efficiencies, attend and participate in monthly Department Head meetings.
- Work with Department Heads to implement and ensure compliance with New York State legislation.
- Make recommendations to the Legislature regarding appointment/termination of non-elected Department Heads.
- Conduct non-elected Department Head performance evaluations and prepare Department Head performance reports, including recommending to the Legislature any changes to salaries or benefits as consistent with the current salary plan in conjunction with the Legislative Standing Committee Chairperson.
- Participate in collective bargaining negotiations with employee labor unions.
- Ensure that County policies are followed.

B. Financial Management & Budgeting:

- Act as Budget Officer monitoring expenditures, establishing budgetary controls, and updating the Legislature on the County's financial status.
- Review tentative operating and capital budgets with Department Heads and make recommendations to the Legislature.
- Serve as an advisor to the Legislature preparing and executing short and long-term capital plans.
- Facilitate grants and shared services activity, when appropriate.

C. Administration & Communication:

- Lead Purchasing Policy evaluation and improvement to current procedures.
- Execute contracts in the name of Tioga County, authorize filling vacant funded positions, authorize routine expenditures, budget transfers and modifications below a predetermined threshold, provide adequate insurance.
- Attend all regular Legislature meetings, special Legislature meetings, public hearings, and Legislative Standing Committee meetings.
- Act as Public Information Officer and spokesperson for the Legislature.

- Serve as liaison and represent the Legislature in contacts with political subdivisions, State and Federal officials and agencies.
- Prepare and present annual report on the State of the County to the Legislature and public.
- Create and deliver necessary projects and reports as required by the County and State of New York such as Shared Services, surveys, and information required by the State.
- Assist the Legislature with developing short and long-term policies and procedures, recommend and advise the Legislature of implications of policies and procedures under construction.
- Facilitate Leaders Meetings, participate in Executive Team Meetings, and other such related meetings that pertain to leadership activities with the County.

D. Other Duties as Assigned

SECTION 6: ACTING COUNTY ADMINISTRATOR.

The Chairperson of the Legislature shall be the acting County Administrator in the event of the County Administrator's absence from the County or inability to perform and exercise the powers and duties of the position. In the event of the Chairperson's inability to serve as acting County Administrator, the Chairperson, with the approval of the Legislature, shall appoint an acting County Administrator. In no event may a person serve as acting County Administrator for a period greater than sixty days in any calendar year, unless authorized by the Legislature. The acting County Administrator shall have all the powers and duties of the County Administrator during the period of their designation or until a new County Administrator shall be appointed, pursuant to this local law, and shall qualify to assume that position.

SECTION 7: NO DIVESTITURE OF POWERS AND DUTIES OF LEGISLATURE.

Nothing contained in this local law shall operate or be construed to divest the County Legislature of Tioga County of any of its functions, powers and duties.

SECTION 8: SEVERABILITY OF PROVISIONS.

If any clause, sentence, paragraph, subdivision, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree, or order shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the controversy in which such judgment, decree or order have been rendered.

SECTION 9: CONFLICT WITH PREVIOUS LOCAL LAWS AND RESOLUTIONS.

In the event of a conflict or inconsistency between this local law and any previous local law or resolution of the County Legislature, this local law shall govern.

SECTION 10: EFFECTIVE DATE.

This local law shall take effect when all applicable statutory requirements for its passage and adoption have been complied with fully and it has been duly filed as provided by the Municipal Home Rule Law.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 351-23 ESTABLISH EQUALIZATION RATES

RESOLVED: That under the provisions of Section 804 of the Real Property Tax Law, equalization rates for the purpose of apportioning 2023 County taxes among the several Towns are hereby established as follows:

Town of Barton	60.00
Town of Berkshire	76.00
Town of Candor	72.50
Town of Newark Valley	49.00
Town of Nichols	21.00
Town of Owego	54.00
Town of Richford	80.50
Town of Spencer	86.00
Town of Tioga	4.50

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 352-23 *APPOINT MEMBER TO THE
TIOGA COUNTY PLANNING BOARD*

WHEREAS: The Town of Richford position on the Tioga County Planning Board has been vacant for several years; and

WHEREAS: The Richford Town Board has found Vicki Davis willing and able to serve in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints Vicki Davis to the Tioga County Planning Board representing the Town of Richford for the term of 9/12/23 – 12/31/25.

Legislator Flesher spoke. “I would just like to say for the record that Vicki Davis is an excellent candidate for this position. Her community service is extensive, and she is going to bring a value to the Planning Board, and we are lucky to have her.”

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 353-23 *DESIGNATION OF TIOGA COUNTY LOCAL
DEVELOPMENT CORPORATION, D.B.A.
TIOGA COUNTY TOURISM, AS AUTHORIZED
TOURISM PROMOTION AGENCY FOR 2024*

WHEREAS: The Tioga County Local Development Corporation, d.b.a. the Tioga County Tourism Office, is the not-for-profit corporation that develops and implements a tourism promotion and marketing program for the county; and

WHEREAS: The Tioga County Tourism Office coordinates with the State in its tourism grants program; and

WHEREAS: The New York State Tourism Grants Program is designed to encourage tourism promotion throughout the regions of New York State; and

WHEREAS: The guidelines for this local assistance program require counties to appoint an official Tourism Promotion Agency (TPA), therefore be it

RESOLVED: That the Tioga County Tourism Office be and hereby is designated by the Tioga County Legislature as their Tourism Promotion Agency for the 2024 budget year and authorized to make application for and receive grants on behalf of the county pursuant to the New York State Tourism Promotion Act.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 354-23 *APPROVE TECHNICAL ASSISTANCE
PROVIDED BY ED&P STAFF*

WHEREAS: A resolution is required by County policy to disclose matching cash and or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Tioga County Economic Development and Planning staff provided technical assistance for the following:

<u>Organization</u>	<u>Source</u>	<u>Amount</u>	<u>Purpose</u>
Shady Strong	TSB	TBD	Operating Expenses for Event
Campville Fire Department	Floyd Hooker	TBD	Purchase Fire Safety Training Equipment
Tioga Field Hockey	Floyd Hooker	TBD	Purchase Safety Equipment
Candor EMS	Tioga Downs	TBD	Purchase Ventilators
Chamber Foundation	Mildred Faulkner	TBD	Fund Non-Profit Workshop Series
Chamber Foundation	TSB	TBD	Program Funding
Chamber Foundation	Tioga Downs	TBD	Program Funding
Chamber Foundation	Floyd Hooker	TBD	Purchase Jr. Chamber Training Materials
Julia Zepkowski Memorial Foundation	TSB	TBD	Purchase Equipment

And

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided as noted above.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 355-23 *AUTHORIZE CONTRACT WITH A NEW HOPE CENTER
SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with A New Hope Center to provide two Advocates, funded through the New York State Office of Victim Services, to assist the Child Advocacy Center in their mission; and

WHEREAS: The Department of Social Services wishes to renew the contract for October 1, 2023 through September 30, 2024 in the amount of \$122,237; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with A New Hope Center for the period October 1, 2023 through September 30, 2024

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATION SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE
ITCS COMMITTEE

RESOLUTION NO. 356-23 *AUTHORIZE AND FUND SaaS AGREEMENT WITH TYLER TECHNOLOGIES, INC. WITH APPROPRIATION FROM CAPITAL SOFTWARE RESERVE ACCOUNT*

WHEREAS: The Tioga County Legislature recognizes the importance of a safe and secure electronic records management system for the County Clerk's Office; and

WHEREAS: The Tioga County Clerk's Office utilizes an electronic records management system for critical daily operations; and

WHEREAS: Tyler Technologies, Inc. has presented the County Clerk with a Software as a Service agreement that meets the requirements for electronic records management; and

WHEREAS: Due to a lack of confidence in the vendor for the software currently in use due to a recent cyber security breach, the SaaS agreement with Tyler Technologies, Inc. must be executed as expeditiously as possible; and

WHEREAS: The Tioga County Chief Information Officer has been involved in the selection process and both supports and recommends the conversion of the County Clerk's electronic records management program to Tyler Technologies, Inc.; and

WHEREAS: Tyler Technologies participated in the competitive bid process in response to Sourcewell RFP #090320 by submitting a proposal, on which Sourcewell awarded Tyler a Sourcewell contract, numbered 090320-TTI; and

WHEREAS: The Tioga County Chief Information Officer would like to transfer \$117,435.00 from H387804 Software Reserve fund to H1680 520620 Software to cover the initial purchasing requirements for the migration; and

WHEREAS: The Tioga County Clerk has budgeted \$43,009 for the recurring software fee in the 2024 operational budget and the County Clerk will be responsible for paying all recurring software fees for years two through five; and

WHEREAS: Legislative approval is needed to amend the 2023 ITCS Capital budgets; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following budget modification, appropriation, and transfer of funds from the General Fund Balance to the Capital Software Reserve Fund via Interfund Transfer:

FROM:	A9950 593000 Interfund Transfer	\$150,000.00
TO:	H5110 450310 Interfund Transfer	\$150,000.00
FROM:	H 390900 Fund Balance Unrestricted	\$150,000.00
TO:	H 387804 Capital Software Reserve	\$150,000.00

And be it further

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the ITCS 2023 Capital Budget:

FROM:	H387804 Capital Software Reserve	\$117,435.00
TO:	H1680 520620 IT Capital Software	\$117,435.00

And be it further

RESOLVED: That after County Attorney review, the Chair of the County Legislature is authorized to execute a five-year agreement between Tioga County and Tyler Technologies using Sourcewell contract 090320-TTI in the amount of \$117,435.00 for year one, and \$43,009 for years two through five, for an Electronics Records Management System.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 357-23 *AWARD DESIGN SERVICES TO
MCFARLAND JOHNSON FOR BIN 3335020*

WHEREAS: Tioga County was awarded funding from NYSDOT to rehabilitate a bridge, East Spencer Road over South Branch Catatonk Creek BIN 3335020, in the Town of Spencer; and

WHEREAS: The Commissioner of Public Works received a proposal for design services for this project from McFarland Johnson, Binghamton, NY; and

WHEREAS: The proposal for this project came in at \$211,394; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for East Spencer Road over South Branch Catatonk Creek to McFarland Johnson not to exceed \$211,394 to be paid out of the East Spencer over South Branch Catatonk Creek account H5110.540004.H2303.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 358-23 *AMEND 2023 BUDGET
PUBLIC WORKS*

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation (BRIDGE NY) consisting of Federal funds for a project, East Spencer Road over South Branch Catatonk Creek PIN 9755.59; and

WHEREAS: Total cost for this project is \$1,661,362, including design, construction, and construction inspection, in which 95% of the project will be Federal Funds reimbursed to Tioga County; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That expense account is established as follows:

H5110.540004.H2303	
East Spencer Road over South Branch Catatonk Creek	\$1,661,362

And be it further

RESOLVED: That revenue account is established as follows:

H5110.445020.H2303	
East Spencer Road over South Branch Catatonk Creek	\$1,578,294

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO:	PUBLIC WORKS COMMITTEE
	FINANCE COMMITTEE

RESOLUTION NO. 359-23	<i>AMEND CAPITAL BUDGET AND TRANSFER FUNDS FOR ¾ TON 4X4 PICKUP – PUBLIC WORKS</i>
-----------------------	--

WHEREAS: The Commissioner of Public Works has budgeted for the purchase of a ¾ Ton 4X4 Pickup within the 2023 Capital Budget; and

WHEREAS: The Commissioner of Public Works has received a quote for a 2024 D28L92 Tradesman 3500 Crew, 8 Foot Box, 4X4; and

WHEREAS: The quote came in higher than the budgeted amount; and

WHEREAS: Cost savings was achieved in another 2023 Capital Budget line and Legislative approval is needed to authorize all Capital Expenses and Capital Budget Amendments and Transfers; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H1620.521920	Tractor w/5 ft. Bucket	\$3,000.00
To: H1620.520917	¾ Ton 4X4 Pickup	\$3,000.00

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 360-23 AMEND 2023 BUDGET
SOCIAL SERVICES

WHEREAS: Tioga County Department of Social Services will exceed the budgeted amount for JD Foster Care due to a higher number of placements; and

WHEREAS: Funds are available for transfer from expense account A6109 Family Assistance; and

WHEREAS: Transfer of funds between A6123 JD Program Expense and A6109 Family Assistance requires Legislative approval; therefore be it

RESOLVED: That funding be transferred as follows:

From: A6109.540487 Family Assistance	\$ 350,000.00
--------------------------------------	---------------

To: A6123.540487 JD Program Expense	\$ 350,000.00
-------------------------------------	---------------

Legislator Standinger spoke. "This expense is exorbitant and one of the reasons is it is kind of a state mandate. What gets done, has to get done so unfortunately, we have to dish out the money."

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO:	HEALTH & HUMAN SERVICES COMMITTEE FINANCE COMMITTEE
--------------	--

RESOLUTION NO. 361-23	<i>APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES</i>
-----------------------	---

WHEREAS: Tioga County Department of Social Services has budgeted 2023 A6055 Day Care expenses based on historical trends; and

WHEREAS: 2023 A6055 Day Care expenses will exceed the budgeted amount due to State policy and eligibility changes; and

WHEREAS: Day Care expenses receive 100% reimbursement from the NYS Child Care Block Grant; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A6055.436550 State Aid: Day Care	\$ 580,000
--	------------

To: A6055.540487 Day Care Program Expense	\$ 580,000
---	------------

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO:	HEALTH & HUMAN SERVICES COMMITTEE FINANCE COMMITTEE
--------------	--

RESOLUTION NO. 362-23	<i>APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES</i>
-----------------------	---

WHEREAS: Tioga County Department of Social Services has received additional HEAP infrastructure administrative funds; and

WHEREAS: The department has identified the need to replace telephone headsets for eligibility workers; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A6010.446100 Federal Aid: Administration	\$ 3,816
To: A6010.520200 Office Equipment	\$ 3,816

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 363-23 *TRANSFER OF FUNDS*
 BUDGET MODIFICATION
 DISTRICT ATTORNEY

WHEREAS: The District Attorney’s Office has a need for an external/stackable storage tower with software for the voluminous data received from law enforcement that will need to be provided to defense attorneys for criminal cases; and

WHEREAS: The ITCS Department has provided the recommended quote through the Omnia Cooperative Purchase Program; and

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

RESOLVED: That the District Attorney’s budget be modified and the following sums be transferred from within the District Attorney’s budget to cover the costs of said office furnishings.

From: A1165 540140 Contracting Services	\$3,285.74
---	------------

To: A1165 520090 Computer \$3,285.74

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 364-23 *REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL*

WHEREAS: The Assigned Counsel Attorney reimbursement rate was increased effective April 1, 2023 and the Assigned Counsel account will not have sufficient funds for the remainder of 2023; and

WHEREAS: Contingency Funds will need to be transferred from the Contingency Account to the Assigned Counsel Account, & Modify Assigned Counsel 2023 Budget to accommodate the increase in the rates for 2023; therefore be it

RESOLVED: That the Tioga County Legislature authorizes a transfer as follows:

From: A1990 540715 Contingency Account \$60,000

To: A1172 540030 Assigned Counsel \$60,000

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Weston.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 365-23 *REQUESTING TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Veterans Service Agency (TCVSA) conducts multiple community outreach events monthly and at these events provides food, beverages, and supplies to those in attendance as well as information on resources, benefits, and services available to veterans, military and their families; and

WHEREAS: County Policy – Section III; Subsection H. Purchase of Food, Beverages, and Supplies limit expenses to \$150 per event; and

WHEREAS: The TCVSA will be holding the following events in September, with grant funds being used, that will exceed the \$150.00 per event limit, and requests to exceed the event limit must be made by resolution and require the approval of the County Legislature:

September 8 – Lunch & Learn @ TCVSA in Owego, MH Outreach: \$200.00

September 9 – Family Day & BBQ @ Army Reserve Center in Nichols, Dwyer Program: \$3600.00

September 10-13 – Onward Ops @ Ft. Drum, ETS Sponsorship: \$300

September 22 – Coffee Mess @Julie Perkins Fishing Access in Owego, MH Outreach: \$350.00

September 30 – Ruck March for Suicide Awareness @ Waverly Glen Park in Waverly, Dwyer Program: \$8500.00

Therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Veterans' Service Agency to exceed the per event limit using grant funding as identified, noting that TCVSA will not exceed the total amount mentioned for each event above.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO:	PERSONNEL COMMITTEE LEGISLATIVE WORKSESSION FINANCE, LEGAL & SAFETY COMMITTEE
--------------	---

RESOLUTION NO. 366-23	<i>AMEND RESOLUTION NO. 193-18; AS AMENDED BY RESOLUTION NO. 45-23; AS AMENDED BY RESOLUTION NO. 255-23; AS AMENDED BY RESOLUTION 296-23; ADOPTION OF TIOGA COUNTY TITLE VI PLAN, ENVIRONMENTAL JUSTICE PLAN, LIMITED ENGLISH PROFICIENCY PLAN, DATA COLLECTION PLAN, ADA TRANSITION PLAN AND EMPLOYEE TRAINING PLAN</i>
-----------------------	--

WHEREAS: The Tioga County Legislature adopted the Tioga County Title VI Plan, Environmental Justice Plan, Limited English Proficiency Plan, Data Collection Plan, ADA Transition Plan, and Employee Training Plan by way of Resolution No. 193-18 on August 17, 2018, and amended the Plan by way of Resolution No. 45-23 on January 10, 2023, and Resolution No. 255-23 on June 13, 2023, and Resolution No. 296-23 on July 11, 2023; and

WHEREAS: The Department of Labor recently audited the County's Title VI Plan for recertification purposes; and

WHEREAS: The Department of Labor is requiring revisions to the County's Title VI Plan as follows:

- Title VI Plan Table of Contents Attachment 6: Public Participation Plan be added.
- Title VI Plan Table of Contents Attachment 7: American with Disabilities (ADA) Transition Plan be added.
- Title VI Plan Table of Contents Attachment 8: ADA Authorizing Resolution(s) be added.

- Tioga County Public Participation Plan be added to the Title VI Plan.
- American with Disabilities (ADA) Transition Plan be added to the Title VI Plan.
- Amend Equal Employment Opportunity/Affirmative Action/ADA Policy.
- Font is updated to Century Gothic 12.

Therefore be it

RESOLVED: That this resolution shall amend Resolution No. 193-18, as amended by Resolution No. 45-23, as amended by Resolution No. 255-23, as amended by Resolution 296-23 only for the following revisions to the Tioga County Title VI Plan:

- Title VI Plan Table of Contents Attachment 6: Public Participation Plan be added.
- Title VI Plan Table of Contents Attachment 7: American with Disabilities (ADA) Transition Plan be added.
- Title VI Plan Table of Contents Attachment 8: ADA Authorizing Resolution(s) be added.
- Tioga County Public Participation Plan be added to the Title VI Plan.
- American with Disabilities (ADA) Transition Plan be added to the Title VI Plan.
- Amend Equal Employment Opportunity/Affirmative Action/ADA Policy.
- Font is updated to Century Gothic 12.

And be it further

RESOLVED: That Attachment 6 Tioga County Public Participation Plan is hereby added to read as follows:

ATTACHMENT 6

TIOGA COUNTY PUBLIC PARTICIPATION PLAN

Introduction:

The purpose of this Public Participation Plan ("the Plan") is to describe Tioga County's Public Participation Program which comprises the various outreach activities that Tioga County engages in to ensure that all members of the public, including populations that have lacked access to the decision-making process, are given the opportunity to participate in the planning processes that shape Tioga County.

Strategies and Desired Outcomes:

To promote inclusive public participation, Tioga County will employ the following strategies, as appropriate:

- Provide for early, frequent, and continuous engagement by the public.

- Select accessible and varied meeting locations and times.
- Employ different meeting sizes and formats.
- Use social media in addition to other resources to gain public involvement.

- Use newspaper ads in publications that serve LEP populations.

- Contract with outside agency(ies) for additional outreach methods to engage minority and LEP populations.

Public Outreach Activities:

The public outreach and involvement activities conducted by Tioga County since the last Title VI Program submission in 2018 are summarized below.

Tioga County staff have reviewed the American Community Survey 5-Year Estimates for New York State and determined that:

- a. 1,496 individuals in the Tioga County service area comprising 3.2% of the population speak a language other than English.

- b. Of those, 503 individuals have limited English proficiency; that is; they speak English less than "very well" or "not at all." This is only 1.046% of the overall population in the service area.

- c. In the Tioga County service area, of those persons with limited English proficiency:
 - 0.2 % speak Asian and Pacific Island languages.
 - 0.01% speak other languages.
 - 1.9% speak other Indo-European languages.
 - 1% speak Spanish.

Tioga County reviewed the frequency with which their staff have, or potentially have, contact with LEP persons. This includes documenting phone inquiries or office visits and found Tioga County staff members have had little to no contact with LEP persons.

There is not a large geographic concentration of any type of LEP individuals in the service area for Tioga County. The overwhelming majority of the population, 96.8%, speaks only English. As a result, there are few social; service; or professional and leadership organizations within the Tioga County service area that focus on outreach to LEP individuals.

Tioga County has identified organizations willing to provide voluntary language and document translation and interpretation services if needed within a reasonable time frame. Other translation services are provided by telephone from LanguageLine for which Tioga County pays a fee for. Language Identification Tool posters were sent to all departments to be posted in areas open to the public with trainings offered on use of the poster.

Services to use for Hearing-impaired was updated to include information for the NYS Call 711 Relay Service, Southern Tier Independence Center (STIC), and Registry of Interpreters of the Deaf (RID).

Getthere:

Tioga County does not have public transportation services but does have a contract for the administration of Getthere Mobility Management Project. Getthere does extensive marketing and outreach for this project and has a dedicated website, (<https://gettherescny.org/home>) to announce any changes or events. Getthere does outreach to many non-profits within the project area. Tioga County, Achieve, AVRE and the Office of the Aging actively participate in the Getthere quarterly advisory meetings to ensure outreach efforts are appropriate and accessible to all residents. Tioga County attends quarterly meetings of the Binghamton Metropolitan Transportation Study.

Getthere is the mobility management program of the Rural Health Network of South-Central New York, whose mission is to advance the health and well-being of rural people and communities. Getthere operates a transportation information and assistance call center, open Monday-Friday, 7 AM to 5:30 PM, that helps those with transportation needs to find workable, affordable solutions. Serving five counties, Getthere provides transportation information and case management services, financial assistance for eligible individuals who need transportation to healthcare appointments, transportation to employment services, and training on how to use public transportation. Getthere works collaboratively with partners and stakeholders in Broome, Chenango, Delaware, Otsego, and Tioga counties.

Public Meetings:

The Tioga County Legislature meets three times per month, departmental committees meet once a month, and numerous boards and sub-boards meet once per month. All meetings and public hearings are noticed for public involvement.

All Tioga County Legislative meetings are held at the Ronald E. Dougherty County Office Building, an accessible facility. Legislative meetings are recorded and available to the public with written minutes of departmental committee meetings provided on the County's website. Special language services are provided in

response to citizen requests. Tioga County posts all information, agendas, minutes, and public documents on its public website which is fully accessible by both computer and cellular technologies and is designed to be maximally acceptable by people with disabilities.

And be it further

RESOLVED: That the Equal Employment Opportunity/Affirmative Action/ADA Policy amended policy be added to the Title VI Plan; and be it further

RESOLVED: That Attachment 7 Americans with Disabilities (ADA) Transition Plan is hereby added to read as follows:

ATTACHMENT 7

AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN

AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN

This ADA Transition Plan reflects Tioga County's long-term commitment to ADA compliance, and details the stages of Tioga County's plan and timeline for: (1) evaluating accessibility by identifying any structural barriers associated with public facilities; (2) identifying accommodations and/or modifications that can be provided to make programs and services accessible; and (3) prioritizing the remediation of any deficiencies and formulating a budget and schedule for those improvements.

INTRODUCTION

ADA regulations prohibit discrimination against individuals on the basis of disability and require state and local governments to make their programs and services accessible to persons with disabilities. These requirements focus on providing accessibility by addressing and eliminating structural barriers associated with public facilities.

As detailed below, Tioga County has made a significant and long-term commitment to improving the accessibility of its public facilities. The purpose of this Plan is to ensure that Tioga County identifies prohibited structural barriers to its public facilities, and, where structurally feasible, schedules and implements ADA-required improvements in order to remove those barriers.

The ADA requires that the Transition Plan include the following components:

1. Identification of physical barriers in a public entity's facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities;

2. Identification of the methods to be used to remove any barriers limiting accessibility;
3. A schedule for completion of the necessary steps to achieve accessibility in public facilities; and
4. The name of the public entity's ADA Coordinator.

STEP 1: IDENTIFICATION OF PHYSICAL BARRIERS IN TIOGA COUNTY FACILITIES

The first phase of the ADA Transition Plan is to evaluate Tioga County's public facilities for accessibility. The ADA Coordinator along with Public Works

will coordinate to conduct accessibility evaluations of the following:

- Sidewalks, crosswalks, and curb ramps
- Publicly accessible buildings
- Parking lots serving publicly accessible buildings

For each facility evaluated, a Survey of Tioga County's Public Facilities ("the Survey") will be completed. Any deficiencies, suggested improvements, and observations relating to structural feasibility of improvements will be noted and recorded on the Survey.

Schedule for Completion

The ADA Coordinator and Public Works will coordinate each spring to evaluate public buildings, parking lots, sidewalks, crosswalks, and curb ramps. The evaluations will be scheduled to evaluate outdoor facilities prior to the winter months to avoid snow cover that may impede a thorough review and will be completed by May 31 of each year.

STEP 2: IDENTIFICATION OF METHODS TO REMOVE BARRIERS

The second phase of Tioga County's ADA Transition Plan is a method to remove barriers. This includes identification of the nature of needed improvements and a determination regarding structural feasibility of improvements under the ADA standards, and prioritization of necessary improvements.

Once the necessary improvements have been identified and prioritized, this information, along with a list of any improvements determined to be physically unfeasible, will be presented to the Tioga County Legislature at the public meeting of the Tioga County's Finance, Legal and Safety Committee. It is Tioga County's practice to provide public notice of the dates and agendas of Committee meetings on the Tioga County's website. This will provide the public with an opportunity to participate in the formulation of the ADA Transition Plan.

A. Nature of Improvements and Structural Feasibility

The nature of necessary improvements will be determined during Step 1 – the accessibility evaluation of Tioga County facilities – and will be incorporated into the ADA Transition Plan after completion of Step 1. Any improvements that the ADA Coordinator determines are not structurally feasible, based on ADA regulations, will also be incorporated into the Plan.

B. Priority of Improvements

Sidewalks; Crosswalks; Curb Ramps

With respect to sidewalks, crosswalks and curb ramps, the primary focus of this ADA Transition Plan is to address all ADA noncompliant facilities.

The priority of improvements to these facilities will be as follows:

1. Those serving publicly accessible Tioga County facilities;
2. Those serving commercial and employment centers; and
3. Those serving other areas.

Parking Lots and Publicly Accessible Buildings

The priority of improvements to parking lots and publicly accessible spaces in Tioga County buildings will be based on the severity of the accessibility barrier and the frequency of public presence at the facility. All new construction or renovations to existing facilities have complied with ADA standards. As such, Tioga County does not expect that its publicly accessible buildings and parking lots will require major structural improvements.

STEP 3: SCHEDULE FOR COMPLETION OF NECESSARY IMPROVEMENTS

Once the Survey of Public Facilities has been completed, and necessary improvements have been prioritized as provided above, Tioga County will formulate an estimated budget for the improvements. The schedule for improvements will depend heavily upon the number and severity of the deficiencies identified during the accessibility evaluation, and the costs associated with the improvements.

ADA COORDINATOR:

Kevin Humes
ADA Coordinator
Tioga County
56 Main Street, Room 102
Owego, NY 13827
607-687-8677
HumesK@tiogacountyny.gov

PUBLIC COMPLAINT/GRIEVANCE PROCESS

Formal complaints or grievances regarding ADA compliance of public facilities can be made directly to the Tioga County ADA Coordinator using the [Civil Rights Complaint Form](#) found on Tioga County's website; and be it further

RESOLVED: That the remainder of the Tioga County Title VI Plan remains unchanged.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 367-23 AUTHORITY OUT-OF-TITLE PAY
DEPARTMENT OF MOTOR VEHICLES

WHEREAS: Article 4 Section E of the current collective bargaining agreement allows for out-of-title pay if an employee performs the duties of a higher pay grade for more than 20 calendar days; and

WHEREAS: Joyce Costantini, Motor Vehicle Bureau Supervisor (CSEA SG XI), was on a leave of absence from July 20, 2023 through August 16, 2023; and

WHEREAS: At the request of the County Clerk, Lisa Chandler, Principal Motor Vehicle License Clerk (CSEA SG VII) carried out the duties of Motor Vehicle Bureau Supervisor for the said duration; and

WHEREAS: At the request of the County Clerk, Robert Palanza, Motor Vehicle License Clerk (CSEA SG V) carried out the duties of Principal Motor Vehicle License Clerk for the said duration; and

WHEREAS: Legislative approval is required to authorize the payment of out-of-title salary at the applicable higher pay grade; therefore be it

RESOLVED: That the Tioga County Legislature authorizes out-of-title pay for Lisa Chandler reflective of a retroactive annual increase of \$8,475.00 for the duration from July 20, 2023 through August 16, 2023; and be it further

RESOLVED: That the Tioga County Legislature authorizes out-of-title pay for Robert Palanza reflective of a retroactive annual increase of \$7,146.00 for the duration from July 20, 2023 through August 16, 2023.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
 PERSONNEL COMMITTEE
 FINANCE COMMITTEE

RESOLUTION NO. 368-23 UNFUND AND CREATE POSITION
 MENTAL HYGIENE

WHEREAS: Legislative approval is required to unfund and create any position within a Tioga County department or office; and

WHEREAS: After discussing with the Personnel Officer, the Director of Community Services has determined she can better address staffing needs and workload by unfunding a position in order to create a full-time Accounting Supervisor position; therefore be it

RESOLVED: That one (1) Billing Specialist position (\$41,318 CSEA SG VIII) shall be unfunded effective September 23, 2023; and be it further

RESOLVED: That one (1) full-time Accounting Supervisor position (\$47,516 CSEA SG XI) shall be created effective September 23, 2023; and be it further

RESOLVED: That funding be appropriated as follows:

From: A4309 510020	Part-Time/Temporary	\$ 4,206.87
To: A4309 510010	Full Time Salary	\$ 2,450.00
A4309 581088	State Retirement Fringe	\$ 216.20
A4309 583088	Social Security Fringe	\$ 148.88
A4309 584088	Workers Compensation Fringe	\$ 65.55
A4309 585588	Disability Insurance Fringe	\$ 3.50
A4309 586088	Health Insurance Fringe	\$ 1,321.99
A4309 588988	EAP Fringe	\$ 0.75

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 369-23 *AUTHORIZE APPOINTMENT OF
DEPUTY COMMISSIONER OF SOCIAL SERVICES;
GRANT LEAVE OF ABSENCE
DEPARTMENT OF SOCIAL SERVICES*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: Gary Grant has announced that he will retire as Deputy Commissioner of Social Services effective September 30, 2023; and

WHEREAS: The Commissioner of Social Services would like to backfill this position from within his department; therefore be it

RESOLVED: That Elizabeth Myers is appointed to the title of Deputy Commissioner of Social Services at an above the base annual Management/Confidential salary of \$88,585.00, effective October 2, 2023, with no increase in pay on January 1, 2024; and be it further

RESOLVED: That Ms. Myers shall be granted a leave of absence from her current position, Director of Social Services, for which she holds permanent competitive classified status; and be it further

RESOLVED: That, until further notice, the vacant Director of Social Services position shall be left vacant and unfunded effective October 2, 2023.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 370-23 *CREATE (1) FULL-TIME CLEANING SUPERVISOR POSITION AND (7) FULL-TIME CLEANER I POSITIONS PUBLIC WORKS*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: A need has been identified within the Public Works Department to maintain the cleanliness of the county buildings adequately; and

WHEREAS: The Commissioner of Public Works can provide an adequate level of cleanliness by creating (1) permanent, full-time Cleaning Supervisor position and (7) permanent, full-time Cleaner I positions; and

WHEREAS: Funding for the new positions will be transferred from within the current budget; therefore be it

RESOLVED: That the Commissioner of Public Works is hereby authorized to create (1) permanent, full-time Cleaning Supervisor position at an hourly rate of \$19.53 (CSEA SG 4) and (7) permanent, full-time Cleaner I positions at an hourly rate of \$14.86 (CSEA SG 9) effective September 12, 2023.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
LEGISLATIVE WORKSESSION
PERSONNEL COMMITTEE

RESOLUTION NO. 371-23 AMEND EMPLOYEE HANDBOOK:
SECTION II-ETHICS RULES; ADD NEW
WHISTLEBLOWER POLICY

WHEREAS: By Local Law No. 5 of the Year 1990 Tioga County adopted the Tioga County Ethics Law to provide guidance to county officers, employees, and appointed officials regarding Tioga County's expectations for standards of ethics and conduct; and

WHEREAS: The County Attorney, in conjunction with the Legislative Clerk, have determined Tioga County would benefit from a comprehensive whistleblower policy codified in a single location and that provides greater clarity and guidance to county officers, employees, and appointed officials regarding the reporting of unlawful and unethical activity without fear of retaliation and provides procedures for reporting and investigating such activity; and

WHEREAS: The County Attorney has written and proposed a new program entitled Whistleblower Policy; therefore be it

RESOLVED: That Section II-Ethics Rules: Whistleblower Policy is hereby added to read as follows:

SECTION II – ETHICS RULES

WHISTLEBLOWER POLICY

Sections:

- I. Purpose
- II. Provisions
- III. Definitions
- IV. Reporting Wrongdoing
- V. Protections
- VI. No Retaliation or Interference
- VII. Other Legal Rights Not Impaired
- VIII. Trainings

I. PURPOSE

It is the policy of Tioga County to afford certain protections to individuals who in good faith report violations of Tioga County's Code of Ethics or instances of potential wrongdoing within Tioga County.

II. PROVISIONS

New York State Labor Law section 740 and the Federal False Claims Act of 1863 (revised 1986) provides protection to qui tam relators who are discharged, demoted, suspended, threatened, harassed, or in any other manner discriminated against in the terms and conditions of their employment as a result of their furtherance of an action covered by the Labor Law or under the False Claims Act.

III. DEFINITIONS

Good faith: Information concerning potential wrongdoing is disclosed in "good faith" when the individual making the disclosure reasonably believes such information to be true and reasonably believes that it constitutes potential wrongdoing.

Personnel Action: Any action affecting compensation, appointment, promotion, transfer, assignment, reassignment, reinstatement, or evaluation of performance.

Qui Tam: A provision of the Federal Civil False Claims Act that allows private citizens to file a lawsuit in the name of the U.S. Government charging fraud by government contractors and others who receive or use government funds, and to share in any money recovered.

Tioga County Employee: All employees employed with Tioga County whether full-time, part-time, employed pursuant to contract, employees on probation, temporary employees, and interns.

Whistleblower: Any Tioga County employee who in good faith discloses information concerning wrongdoing by another Tioga County employee or concerning the business of Tioga County itself.

Wrongdoing: Any alleged corruption, fraud, criminal or unethical activity, misconduct, waste, conflict of interest, intentional reporting of false or misleading information, or abuse of authority engaged in by a Tioga County employee that relates to Tioga County.

IV. REPORTING WRONGDOING

All employees who discover or have knowledge of potential wrongdoing concerning employees of Tioga County, or a person having business dealings with Tioga County, or concerning Tioga County itself, shall report such activity in accordance with the following procedure:

- a. The Tioga County employee shall disclose any information concerning wrongdoing either orally or in a written report to their supervisor or to the County Attorney and/or Personnel Officer. However, reports may be submitted anonymously by mailing or interofficing a written statement to the County Attorney and/or the Personnel Officer.
- b. All Tioga County employees who discover or have knowledge of wrongdoing shall report such wrongdoing in a prompt and timely manner.
- c. The identity of the whistleblower and the substance of their allegations will be kept confidential to the best extent possible. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law, and to provide the accused individuals their legal right of defense.
- d. The County Attorney and/or Personnel Officer or their designee will investigate and document the claim in a timely and reasonable manner.
- e. Should a Tioga County employee believe in good faith that disclosing information would likely subject them to adverse personnel action or be wholly ineffective, the employee may instead disclose the information to an appropriate law enforcement agency.

V. PROTECTIONS

Tioga County employee disclosures are protected if the employee who first brought up the matter with a supervisor and gave the employer a reasonable opportunity to correct the alleged violation, unless the danger is imminent to the public or client(s) and the employee believes in good faith that reporting to a supervisor would not result in corrective action. This policy is intended to support the reporting of illegal activities and to protect officers and employees from retaliation who, in good faith, have reported a concern of improper governmental action. This policy implements New York State Labor Law §740 and Civil Service Law §75-b.

Any officer or employee of the County who becomes aware of improper governmental action by an officer or employee of Tioga County must report such conduct. No office or employee of Tioga County shall take retaliatory action against an employee because the employee makes a good faith report of any information regarding fraud, waste, abuse, misconduct, or any alleged prohibited or illegal activity in violation of any law, rule, or regulation governing officers and employees of Tioga County. Reports of concerns will be kept confidential to the extent possible, consistent with the need to conduct a complete and fair investigation.

VI. NO RETALIATION OR INTERFERENCE

No Tioga County employee shall retaliate against any whistleblower for the disclosure of potential wrongdoing, whether through threat, coercion, or abuse of authority.

No Tioga County employee shall interfere with the right of any other Tioga County employee by any improper means aimed at deterring disclosure of potential wrongdoing.

Any attempts at retaliation or interference are strictly prohibited and:

- a. No Tioga County employee who in good faith discloses potential violations of this Public Authority Code of Ethics or other instances of potential wrongdoing, shall suffer harassment, retaliation, or adverse personnel action.
- b. Any allegations of retaliation against a whistleblower or interference with an individual seeking to disclose potential wrongdoing will be thoroughly investigated by Tioga County.
- c. Any Tioga County employee who retaliates against or had attempted to interfere with any individual for having in good faith disclosed potential violations of Tioga County's Code of Ethics or other instances of potential wrongdoing is subject to disciplinary action, which may include termination of employment.
- d. Any allegation of retaliation or interference will be taken and treated seriously and irrespective of the outcome of the initial complaint, will be treated as a separate matter.

VII. OTHER LEGAL RIGHTS NOT IMPAIRED

The Whistleblower Policy and procedures set forth herein are not intended to limit, diminish, or impair any other rights or remedies that an individual may have under the law with respect to disclosing potential wrongdoing free from retaliation or adverse personnel action.

Specifically, this Whistleblower Policy and procedures are not intended to limit any rights or remedies that an individual may have under the laws of the State of New York.

VIII. TRAININGS

Supervisors will be trained on this policy and Tioga County's prohibition of retaliation in accordance with this policy.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 372-23 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES; SUBSECTION K.
EQUAL EMPLOYMENT OPPORTUNITY/ AFFIRMATIVE
ACTION/ADA POLICY

WHEREAS: The County Attorney has reviewed the Employee Handbook for compliance with Title VI recertification and has identified the need to amend Section IV. Personnel Rules; Subsection k. Equal Employment Opportunity/Affirmative Action/ADA Policy with the revision of Sections III, IV and V; and

WHEREAS: The Employee Handbook and Tioga County Title VI Plan requires updating of the Equal Employment Opportunity/Affirmative Action/ADA Policy; and

WHEREAS: The County Attorney has updated and proposed Subsections III., IV. and V. of the Equal Employment Opportunity/Affirmative Action/ADA Policy; therefore be it

RESOLVED: That Section III. Implementation Responsibilities is hereby amended to read as follows:

III. Implementation Responsibilities

A. Personnel Officer: The Personnel Officer shall have the ultimate authority and responsibility for ensuring that the objectives of the County EEO/Affirmative Action/ADA policy are met with regard to employment practices, and for enforcing Federal and State equal employment opportunity and anti-discrimination laws within County government. Specific responsibilities include, but are not limited to:

- Effectuating corrective action, to the extent permissible under Federal, State, and County laws, collective bargaining agreements, and as

- otherwise deemed necessary to implement the objectives of this policy and the fact-finding determinations resulting from any investigation.
- Reviewing and approving all goals and objectives of the EEO/Affirmative Action/ADA Policy.
 - Shall serve as the Equal Employment Opportunity/Affirmative Action Officer. Specific responsibilities include, but are not limited to:
 1. Providing administrative oversight for development and implementation of the EEO/Affirmative Action/ADA Policy.
 2. Monitoring personnel procedures and policies that relate to recruitment, classification, compensation, training, resignation, retirement, and other terms, conditions, and benefits of employment.
 3. Ensuring distribution of the EEO/Affirmative Action/ADA Policy to all new hires through the New Employee Orientation process.
 4. Consulting with the County Attorney, as needed, on the overall policy, plan, and program administration.
- B. Commissioners/Department Heads/Appointing Authorities (“Department Heads”):** Department Heads are generally responsible for ensuring that the County's EEO/Affirmative Action/ADA Policy is fully implemented within their departments. Specific responsibilities include, but are not limited to:
- Disseminating the EEO/Affirmative Action/ADA Policy to their employees on an on-going basis.
 - Ensuring the implementation of any actions as determined or requested by the Personnel Officer, with regard to attaining the goals of the EEO/Affirmative Action/ADA Policy within their department, including corrective actions.
- c. County Attorney:** The County Attorney shall be the recipient of all complaints filed under this policy and shall arrange for necessary investigations, in consultation with the County Legislative Chair.
- D. ADA Coordinator(s):** The ADA Coordinator(s) is responsible for investigation of all issues of accessibility to County buildings and shall forward recommendations on issues/problems requiring legislative action through the County Attorney to the Legal, Finance and Safety Committee.

And be it further

RESOLVED: That Section IV. Employment Discrimination Complaint Procedure paragraphs three and four be amended to read as follows:

Any complaint of discrimination from an employee or applicant for employment shall be handled in the same manner as outlined in the Title VI Plan: Title VI Complaint Procedures. The Tioga County Title VI Complaint Form can be found

on the County's website under County Attorney-Compliance Reporting Forms or by using the link below:

<https://www.tiogacountyny.gov/media/t5foh1yh/civil-rights-complaint-form.pdf>.

In addition, complaints may be filed with the New York State Division of Human Rights regional office located at: 44 Hawley Street, Room 603, Binghamton, New York 13901 or emailed to complaints@dhr.ny.gov.

And be it further

RESOLVED: That Section V. Accessibility Complaint Procedure be amended to read as follows:

Tioga County will make every effort to ensure all facilities meet Federal guidelines for accessibility. Employees are expected to report problems in this regard, whether affecting the public or themselves promptly.

Complaints may be filed with a Supervisor, Department Head, County Attorney or Personnel Officer. The incumbents of all the above listed positions are eligible to receive such complaints and are obliged to document the complaint and forward it to the ADA Coordinator(s) to allow for investigation and coordination of avenues to correct or mitigate identified issues.

And be it further

RESOLVED: That the remainder of the Section IV. Personnel Rules, Subsection k. Equal Employment Opportunity/Affirmative Action/ADA Policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Monell, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Legislator Mullen.

RESOLUTION ADOPTED.

Meeting was adjourned at 12:51 P.M.

*Tenth Regular Meeting
October 10, 2023*

The Tenth Regular Meeting of 2023 was held on October 10, 2023 and was called to order by the Chair at 12:00 P.M. Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, Standinger, and Weston were present.

Chair Sauerbrey asked Legislator Mullen to have a moment of prayer. "Lord, we ask you through your infinite mercy and wisdom to guide us in our business today for the County and to work diligently for our County residents. Bless Mrs. Carrigg, as she enters into her retirement. May she have a long and fruitful retirement, as we appreciate her 35 years of service."

Legislator Mullen led all Legislators and those in attendance in the Pledge of Allegiance.

There were 17 people in attendance.

Chair Sauerbrey asked for a unanimous motion for the following recognition resolution, seconded unanimously and carried.

Legislator Ciotoli read and presented the following resolution to Stephanie Carrigg, Paralegal, Law Department of the Department of Social Services.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

RESOLUTION NO. 373-23 *RECOGNITION OF STEPHANIE CARRIGG'S
35 YEARS OF DEDICATED SERVICE TO
TIOGA COUNTY*

WHEREAS: Stephanie Carrigg began her career as a Clerk Typist in the Department of Social Services on October 3, 1988, and was quickly promoted to Senior Typist on July 16, 1990, and then to Administrative Secretary on February 19, 1992, a position she held until November 1997; and

WHEREAS: Stephanie entered the Department of Social Services Law Department as Secretary to the First Assistant County Attorney on December 1, 1997, where she furthered her education throughout her employment with Tioga County; and

WHEREAS: Stephanie became a Paralegal in the Department of Social Services Law Department on July 24, 2000, a position she held until December 27, 2012, when she became the Secretary to the District Attorney; and

WHEREAS: Stephanie came back to the Department of Social Services Law Department as a Paralegal on January 1, 2014, where she worked until her retirement; and

WHEREAS: Stephanie's commitment to detail and her wide breadth of knowledge has made her an indispensable asset to her co-workers, the Department of Social Services and anyone who has had the pleasure of working with her; and

WHEREAS: Stephanie Carrigg will retire on October 30, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Stephanie Carrigg for her 35 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding person, Stephanie Carrigg.

ROLL CALL VOTE

Unanimously Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED UNANIMOUSLY.

1st Assistant County Attorney Van Wert spoke. "I just want to take this opportunity to thank Stephanie for being an integral part of the office, the Legal Department of the Department of Social Services. I have personally worked with Stephanie for the last 16 years and her loss is going to be a tremendous loss for myself, the office, and the County.

"Every morning when we all come into work, Stephanie would have a big smile on her face, like she has right now. She would greet everyone, and she carried with her a "can-do" attitude. There is nothing Stephanie said to indicate 'I don't think we can handle that' or 'I don't think I can do this'. She was always up for the challenge. I relied heavily on Stephanie, as did the whole office with regards to her ability to prepare witnesses and disarm witnesses that were reluctant to possibly cooperate with the Legal Department, and the next minute

you know they were complimenting her and the Department of Social Services on the work she has done and the work that the Department is doing.

“Stephanie has taken on a huge amount of responsibility in the office; everything from rounding up witnesses, preparing witnesses, preparing motions and orders, and acting as a liaison for various agencies throughout the county. Stephanie just has a specific talent for winning people over and I cannot express in words how difficult it is to continue without Stephanie, my right hand.

“In addition to being a fine paralegal and co-worker, Stephanie has raised four wonderful children, all of them successful. The two boys are on their own, Delaney, her daughter, is in college and Morgan, her youngest, is a senior in high school. I cannot believe how young she looks to have such accomplishments in her life, but that’s all on her and Billy, her husband. Probably the biggest achievement of Stephanie’s is keeping Billy in line. I don’t know how she does it.

“The Legal Department, Tioga County, and I personally are going to miss Stephanie tremendously. Thank you, Stephanie.”

Stephanie Carrigg spoke. “Thank you for all your kind words. It has really been my pleasure and honor to work for Tioga County all these years. It has been my entire adult life, but during all those years the County has afforded me a lot of wonderful things; flexibility so I could still attend my children’s school and sporting events, ability to stay home with them when they are sick, financially providing for my family, and we had great health insurance. I really appreciate everything Tioga County has done for me. I had some great bosses who I have adored and some great mentors. I have made life-long friends. I met my husband as we both worked for Tioga County. It has been a great journey and I look forward to the next chapter. Thank you very, very much. I appreciate it.”

Chair Sauerbrey reported we have two proclamations; **Lead Poisoning Prevention Week** and **Green Light for Military Service County** that will be noted in the minutes.

COUNTY OF TIOGA EXECUTIVE PROCLAMATION

WHEREAS: Lead poisoning is a serious, permanent condition that can lead to medical ailments, stunted physical and mental growth, behavioral problems, and developmental delays in children; and

WHEREAS: Lead poisoned children have increased medical costs, educational needs and increased risk for criminal behavior as adults; and

WHEREAS: The goal of New York State's Healthy People 2030 is to reduce blood lead levels in children; and

WHEREAS: New York State Public Health Law states that all one- and two-year-olds be tested for lead levels to identify poisoned children; and

WHEREAS: Tioga County Public Health works with medical providers and parents to advocate child lead testing to reduce the risk of exposure to lead in the home; and

WHEREAS: As of September 2023, Tioga County Public Health is currently providing services to 33 children with elevated lead levels; and

WHEREAS: Lead poisoning is preventable by knowing and eliminating all possible lead sources children may have access to; therefore

The TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim the week of October 22-28, 2023 as

LEAD POISONING PREVENTION WEEK

and urges all residents to take steps to educate themselves, their families, and the community about the importance of lead poisoning prevention.

COUNTY OF TIOGA EXECUTIVE PROCLAMATION

WHEREAS: Approximately 200,000 service members transition from military to civilian communities annually and there is an anticipated 20% increase in that transition due to the drawdown of the Afghanistan/Iraq War; and

WHEREAS: Current studies indicate that 44-72% of service members experience high levels of stress during the transition period from military to civilian, sadly for these transitioning members they are at the highest risk for suicide during their first year after military service; and

WHEREAS: The Tioga County Legislature appreciates the sacrifices that our United States military personnel have made while defending freedom and believe that specific recognition should be accorded them in appreciation for their service; and

WHEREAS: Designating this as a time to salute and honor our men and women in uniform who are making the transition to civilian life by switching one lightbulb to green to show visible support for these veterans; therefore

The TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim October 15, 2023 through Veterans Day, November 11, 2023 as a

GREEN LIGHT FOR MILITARY SERVICE COUNTY

and in observance of Operation Green Light for Military Services encourages its citizens to recognize the importance of honoring all those who made immeasurable sacrifices in preserving freedom by displaying a green light in a window of their residence and/or business. Green is the color of hope, renewal, and wellbeing, and that by this simple act of changing one light to green, we can spark meaningful conversation regarding the recognition of veterans and help “green light” them forward as valued members of our communities.

Legislator Mullen spoke. “Our Veterans Office has received 2,000 green light bulbs, so if you do not have one and would like one, stop upstairs in the Veterans Office.”

There was no privilege of the floor.

Legislator Monell made a motion to approve the minutes of September 12, 2023, seconded by Legislator Brown and carried.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Roberts introduced Local Law Introductory No. E of 2023.

Local Law Filing	New York State Department of State 41 State Street, Albany, NY 12231
------------------	---

County of Tioga

Local Law No. X of the Year 2023.

A Local Law establishing the Tioga County Mandatory Source Separation Law and repealing Local Law No. 1 of the Year 2020 entitled Tioga County Mandatory Source Separation Law.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: TITLE

Local Law No. 1 of the Year 2020 entitled Tioga County Mandatory Source Separation Law is hereby REPEALED and REPLACED with the establishment of Local Law No. X of the Year 2023 entitled Tioga County Mandatory Source Separation Law.

SECTION 2: PURPOSE

The purpose of this article is to encourage, facilitate, and mandate the source separation of recyclable materials on the part of each and every household, business, and institution within Tioga County. The Tioga County Legislature acknowledges that control of the collection, transportation, disposal of solid waste and recycling with emphasis on source reduction and reuse in the county is essential to the economy and general welfare of the citizens of Tioga County. The current version is intended to replace Local Law No. 1 of 2020 entitled Tioga County Mandatory Source Separation Law.

SECTION 3: AUTHORITY

This Local Law is hereby enacted pursuant to the authority granted by Section 10 of the Municipal Home Rule Law and Section 120-aa of the General Municipal Law of the State of New York.

SECTION 4: DEFINITIONS

- A. Terms as used or referred to in this article, unless a different meaning clearly appears from the context, are as defined in Title 6 Part 360 of the New York Codes, Rules and Regulations, Solid Waste Management Facilities, as amended.
- B. As used in this article, the following additional terms shall have the meanings indicated:

MATERIALS RECOVERY FACILITY (MRF) – A facility approved by the New York State Department of Environmental Conservation for receiving and processing recyclable materials into marketable commodities.

PUBLIC FACILITY — Any facility allowing public access, including but not limited to parks, recreational facilities, shopping centers, shopping malls, office buildings, restaurants, hospitals, schools, and churches.

SOURCE SEPARATION — That recyclables shall be maintained and placed for collection separately from refuse intended for disposal.

SOLID WASTE - All materials discarded as being spent, useless, worthless or in excess to the owners at the time of discard or rejection, including but not limited

to garbage or refuse, but shall not include Recyclables, Yard and Garden Waste, human wastes, rendering wastes, major appliances, regulated medical waste, construction and demolition wastes, residue from incinerators or other destructive systems for processing waste, junked automobiles, tires, pathological, toxic, explosive, liquid, radioactive material or other waste material which, under existing or future federal, state or local laws, require special handling in its collection or disposal.

SUSTAINABILITY MANAGER - The manager of the Solid Waste Department appointed by the Economic Development & Planning Director, Economic Development & Planning Deputy Director, and/or the Tioga County Legislature.

WASTE COLLECTION SERVICES – Any person, company partnership or other entity providing collection or transfer of refuse and/or solid waste, including tires to a solid waste management facility.

WASTE GENERATOR – Any entity which generates solid waste.

WASTE HAULER – Any person, company, partnership or other entity engaged in the business of providing Collection Service pursuant to any contract, agreement, or other arrangement with any Waste Generator, where Solid Waste is collected for disposal at a permitted solid waste disposal or transfer facility, or a municipal department or other governmental division responsible for collection of Solid Waste from some or all Waste Generators in Tioga County.

SECTION 5: SOURCE SEPARATION REQUIREMENT

A. Every Waste Generator shall Source Separate, which means the segregation of County Recyclable Materials from non-recyclable Solid Waste at the point of generation by Waste Generators, and the placement of County Recyclable Materials into Recycling Receptacles for collection and delivery to a Materials Recovery Facility or Recycling Facility.

Materials that must be source-separated include paper, corrugated cardboard, glass, metals, plastics, leaves, yard wastes, tires, batteries (wet and dry cell) and household hazardous waste. A detailed published list of materials to be curbside recycled will be on file with the Tioga County Legislature and may be updated from time to time.

B. For the purpose of this article, the term "recyclable material" shall mean those materials that must be source separated, as defined in B, with the exception of household hazardous waste.

- C. Each and every waste hauler, public and private, providing waste collection services in the County of Tioga shall be required to provide curbside collection of source separated recyclables for all units serviced by the hauler.
- D. All public and private haulers are prohibited from commingling source separated recyclables with solid waste.
- E. Every Waste Generator shall deliver or arrange for the delivery of County Recyclable Materials to a Recycling Facility or make source separated County Recyclable Materials available for collection by a Waste Hauler/Recyclables Collector and ultimate delivery to a Materials Recovery Facility or Recycling Facility.

SECTION 6: PREPARATION OF RECYCLABLES AND OTHER SOURCE SEPARATED MATERIALS FOR CURBSIDE COLLECTION

- A. Nothing in this article is intended to prevent any waste generator from making arrangements for the reuse, private collection, sale or donation of recyclables; provided, however, that records shall be kept of all such collection of recyclables.
- B. From the time any person places any recyclable materials at or near any curb, sidewalk or street for purposes of collection by a waste hauler, those recyclable materials shall be considered the property of the waste hauler. No other person shall collect, pick up, remove or cause to be collected, picked up or removed any recyclable materials so placed for collection. Each such unauthorized collection, pickup or removal shall constitute a separate violation of this article.
- C. In the event that a hauler has refused to collect certain recyclable materials because they have not been placed or treated in accordance with the provisions of this article, the person responsible for initially placing those materials for collection may and shall remove those materials from any curb, sidewalk or street in accordance with the provisions of this article.
- D. Placement of Recyclables
 - 1. Recyclable materials shall be placed separately from any non-recyclable solid waste placed for collection. Recyclable materials should be prepared in conformance with County practices and standards established pursuant to this section.
 - 2. No person shall place any recyclable materials at or near any curb, sidewalk or street for purposes of collection unless the materials are prepared in conformance with County practices and standards established pursuant to this section.
 - 3. The Tioga County Sustainability Manager is hereby authorized and directed to designate, by written statement, from time to time, the practices and standards for preparation of recyclables for collection. Such written designation shall be filed with the Clerk of the County Legislature and shall become effective 90 days after filing. The Tioga

County Sustainability Manager may solicit information and input from solid waste collectors, solid waste management facility operators, and other concerned parties prior to designating revised rules for preparation of materials.

- E. Waste haulers shall not be responsible for collection of waste materials, which have not been placed or prepared in accord with this article. In the event of non-collection of waste or recyclable materials, the hauler shall provide written notification of reason for non-collection.
- F. The responsible generator shall immediately remove and properly prepare and dispose of all materials refused for collection, taking all measures necessary to properly and legally restore all disturbed land and surface to the condition existing prior to deposition or reimburse the County or other municipal entity for the same.

Multifamily buildings and complexes.

- A. Apartment complexes, condominium complexes, cooperative apartments, hotels, motels and bungalow or resort colonies shall be required to establish a private drop off program for the source separation of recyclable materials for collection and transportation to a recycling facility where curbside collection is not practiced or desired.
- B. The owner and/or manager of every multifamily apartment building or condominium within the County shall provide and maintain, in a neat and sanitary condition, recycling drop off(s) to receive all recyclable materials generated by residents of the building or complex. In cases where a condominium association exists, the condominium association shall be responsible for provision and maintenance of the recycling drop off(s). It shall be the tenant's responsibility to separate designated recyclable materials from the solid waste and deposit the recyclables in the drop off(s) in the manner prescribed by facility management.
- C. The owner or manager of every multifamily building or complex shall arrange for the collection and/or transportation of all recyclable materials to a material recovery facility or secondary materials market.

Residential/commercial (institutional) and industrial waste and recyclables.

- A. All residential solid waste collected by either municipal or private haulers shall be source separated and delivered to an appropriate facility for disposition, as may be designated by the County.
- B. All commercial/industrial/institutional solid waste collected by either municipal or private haulers shall be source separated and delivered to an appropriate facility for disposition, as may be designated by the County.
- C. All recyclable commercial/industrial/institutional by-products shall be source separated and delivered to an appropriate facility for the express purpose of processing for sale to a secondary materials market. Nothing in this section

shall prevent waste generators from marketing these materials directly to an end-use market, secondary materials market or secondary materials broker.

SECTION 7: PENALTIES

Penalties for Waste Generators.

- A. Failure to comply with this article by any person shall be an offense punishable as provided.
- B. Each day of violation of this article shall constitute a separate offense.
- C. The waste hauler shall maintain the right to refuse collection of solid waste and/or recyclables due to a lack of source separation or proper preparation on the part of the waste generator. In such a case, the hauler shall affix a notice to the waste material, which clearly states the reason for non-collection.
- D. Individuals convicted of a first offense under this article shall be subject to a fine of not less than \$25 and not more than \$50. Conviction of a second offense within one year of the first offense shall be punishable by a fine of not less than \$50 and not more than \$100. Conviction of subsequent offense(s) within one year of the first offense shall be punishable by a fine of at least \$100 and not more than \$200. In addition to the penalties listed above, anyone convicted of an offense under the provisions of this article shall be subject to a civil penalty to recover cost of enforcement and prosecution, including but not limited to attorneys' fees, court costs and site cleanup costs, if applicable.
- E. Any company, partnership, corporation, municipality or entity other than an individual person convicted of a first offense as provided for by this article shall be subject to a fine of not less than \$200 and not more than \$1,000. Conviction of subsequent offenses shall be punishable by a fine of not less than \$1,000 and not more than \$2,000. Any such entity convicted of an offense under the provisions of this article shall also be subject to a civil penalty to recover the cost of enforcement and prosecution, including but not limited to attorneys' fees, court costs and site cleanup costs, if applicable. In addition, the County Attorney may also maintain an action or proceeding in the name of Tioga County in a court of competent jurisdiction to compel compliance with or to restrain by injunction such violation.

Penalties for Waste Haulers.

- A. Failure of any hauler to comply with this article shall be an offense punishable as provided.
- B. Each day of violation of this article shall constitute a separate offense.
- C. Violation of any section of this article shall be punishable by a fine not in excess of \$1,000. In addition, the violation of any section of this article shall be subject to a civil penalty imposed by the County to recover cost associated with enforcement and prosecution, including but not limited to reasonable attorneys' fees, court costs and site cleanup costs, if applicable. And, in

addition, Tioga County may also maintain an action or proceeding in a court of competent jurisdiction to compel compliance with or to restrain by injunction any violation of this article.

SECTION 8: SOLID WASTE DISPOSAL ON PUBLIC FACILITIES AND PROPERTY

- A. All public facilities within Tioga County shall provide public refuse receptacles for solid waste disposal by facility users and employees. These receptacles shall only be utilized for solid waste generated onsite.
 - 1. Parks may, in lieu of providing separate public receptacles for refuse, require that park patrons take their refuse with them upon leaving the park. The municipalities shall post signs at all park entrances advising the public of the rule. Park patrons shall be responsible for removing refuse from the park and disposing of them in accordance with this article.
- B. There shall be provided separate public receptacles for recyclables. Such containers shall be clearly marked RECYCLE, and a list of recyclable items shall accompany said public refuse receptacle. There shall be an adequate number of clearly marked and accessible public receptacles for recyclable materials in order to facilitate recycling. These receptacles shall only be utilized for recyclables generated onsite.
- C. All recyclable materials shall be placed in separate public recycling receptacles. The responsibility to separate recyclables from non-recyclables shall be placed on the facility user.
 - 1. Parks may, in lieu of providing separate public receptacles for recyclables, require that park patrons take their recyclable materials with them upon leaving the park. The municipalities shall post signs at all park entrances advising the public of the rule. Park patrons shall be responsible for removing recyclables from the park and disposing of them in accordance with this article.
 - 2. Notwithstanding the provisions of the subsection, concession stands within the park providing food or other items packaged in recyclable containers shall provide both refuse and recyclable containers to conform to this section.
- D. It shall be a violation of this article for any person to place or to cause to be placed any material other than a recyclable in or near a public receptacle designated for recyclable materials.
- E. It shall also be a violation of this article for any person to place or to cause to be placed any recyclable material in or near a public refuse receptacle designated for non-recyclable materials.
- F. Any person, including employees of public facilities, convicted of a violation of this section shall be subject to a fine of up to \$50 or community service.
- G. The proprietor of any public facility convicted of a violation of this section shall be subject to a fine of up to \$200 or community service. Each day of violation shall constitute a separate offense.

SECTION 9: ENFORCEMENT & PERMITTING

- A. All provisions of this article shall be enforced by a municipal code enforcement official or other appropriate enforcement agencies.
- B. Permit Procedures for Haulers (Commercial, Business)
 - 1. No Hauler shall collect, transfer or dispose of solid waste and recyclable materials in Tioga County without possessing a current permit issued by the Sustainability Manager.
 - 2. An application for a solid waste/recycling permit shall be in writing and shall contain such information as required by the Sustainability Manager.
 - 3. The application shall be accompanied by the following:
 - a. Evidence of insurance, conforming with current NYSDEC and Tioga County requirements.
 - b. Payment of the administration fee payable to the Tioga County Treasurer and mailed to Tioga County Solid Waste, 56 Main Street, Owego, NY 13827.
 - 4. Within fifteen (15) business days of receipt of application, the Sustainability Manager shall, in writing, grant or deny the application, or require other further information and/or documentation. The Sustainability Manager may require additional information regarding the condition of the applicant's vehicles to ensure they will not leak during transit and are capable of transporting material in a covered condition. The permit may be withheld for reasons which include the failure to submit all required information, unsuitable condition of the vehicle(s); any unresolved fines and/or the applicant's history of prior suspensions/violations.
 - 5. Annual reporting is required by February 28th. If a hauler does not report their annual tonnages and supporting documentation, their permit will not be renewed until all past reporting documentation is submitted to the Sustainability Manager.
 - 6. Permits shall expire annually on March 31st. Permits may be renewed pursuant to the provisions of this law.
 - 7. Permits may be suspended or revoked by the Sustainability Manager pursuant to this local law.
 - 8. Permit fees and or changes in permit fees shall be reviewed and approved by the Tioga County Legislature.
 - 9. Termination of a permitted hauler's insurance automatically invalidates the hauling permits.
 - 10. Permits shall not be transferable to another business without express written permission of the Sustainability Manager.
 - 11. Permits may be suspended by the Sustainability Manager for the following:
 - a. If upon inspection, the hauler's vehicle is in such a condition as to allow leakage while in transit, or

- b. If the body of the truck is not wholly enclosed and or the contents (load) are not secured with a cover or tarping mechanism or other appropriate load securing device, or
 - c. If the operation or unloading of vehicles is not conducted in a manner so as to prevent the premature spillage or loss of contents, or
 - d. If the hauler has failed to remedy the conditions leading to a suspension of a permit within the time specified in such order of suspension, or
 - e. Any other violation of law of these regulations.
12. Suspension or revocation of a permit will be followed by a written notice of such violation, addressed to the permittee. Within fifteen (15) days of the receipt of said written notice of suspension or revocation, the hauler must notify, in writing to the Sustainability Manager and the Finance Committee of the Tioga County Legislature and shall file petition stating the reasons and basis for said appeal.
13. Within fifteen (15) days of an appeal, the Finance Committee shall conduct a hearing, upon notice to the permittee to review the action of the Sustainability Manager with respect to suspension or revocation of a permit. The permittee shall present all witnesses and documents and shall be entitled to be represented by counsel at any stage of the proceedings. Said proceedings may be adjourned only once by right of the permittee; and all other adjournments shall be determined by the members of the Committee. Within fifteen (15) days of said hearing, said appeals committee shall by written decision, affirm the actions of the Sustainability Manager, reinstate such permit, and/or take any other appropriate action. Permittee may continue to conduct hauling operations during the appeal period.

SECTION 10: REPORTING TO TIOGA COUNTY SUSTAINABILITY MANAGER

- A. All waste haulers, and any other person or entity that collects, transports and/or markets recyclables, must maintain monthly records of all recyclable material. These records must include the following:
- 1. The total tonnage, by material, of recyclable material collected.
 - a) The total tonnage, by material, of recyclable material delivered to each and every materials recovery facility, secondary materials market, secondary materials broker or end-use market.
 - b) Weight slips from the broker or end-use market will fulfill this requirement.
- B. Reports containing the information required in this section shall be compiled and delivered to the Sustainability Manager on an annual basis. Reports shall be filed with the Sustainability Manager no later than February 28th of the subsequent year of filing.
- C. Each waste hauler shall retain for no less than five years the records and documents required pursuant to this article and shall make such documents available upon the request of the Sustainability Manager or law enforcement officers.

SECTION 11: PRIORITY

Pursuant to Section 1 of Chapter 675 of the Laws of 1982 of the State, this article takes precedence over and shall supersede any inconsistent provisions of any local law enacted by any municipality within the County.

SECTION 12: EFFECTIVE DATE

This Local law shall take effect January 1, 2024.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 374-23 *SCHEDULE PUBLIC HEARING*
LOCAL LAW INTRODUCTORY NO. E OF 2023

RESOLVED: That a Public Hearing shall be held on Thursday, October 19, 2023 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY 13827 on Local Law Introductory No. E of 2023 A Local Law establishing the Tioga County Mandatory Source Separation Law and repealing Local Law No. 1 of the Year 2020 entitled Tioga County Mandatory Source Separation Law. All persons desiring to present written or oral comments may do so at said time.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 375-23 *SET PUBLIC HEARING*
2024 BUDGET

RESOLVED: That the public hearing on the tentative Tioga County Budget for 2024 be held at 10:00 A.M., Tuesday, November 14, 2023, in the Edward D. Hubbard Auditorium of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, New York 13827.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 376-23 *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*

WHEREAS: Senate Majority Leader Andrea Stewart-Cousins sponsored Bill S.51001, referred to as the “Concealed Carry Improvement Act (CCIA) which amended the penal law, the general business law, the executive law, the civil practice law and rules and the State finance law, in relation to licensing and other provisions relating to firearms; and

WHEREAS: Said so-called “Concealed Carry Improvement Act” was signed into law by Governor Hochul on July 1, 2022; and

WHEREAS: Said Act included regulations that allow the State to have oversight over background checks for firearms and ammunition purchases; and

WHEREAS: Said Act amended State executive law to add a new Section 228, authorizing the New York State Police to run national instant criminal background (NICS) checks and serve as a State point of contact rather than utilizing the current NICS background check system; and

WHEREAS: Said Act also created a new bureau within the State Police financed by new "background check fees" upon purchasers to cover the costs associated with performing State background checks; and

WHEREAS: These provisions of the so-called CCIA have resulted in onerous background check fees upon citizens equal to \$2.50 for every ammunition purchase and \$9.00 for every firearm purchase with the potential for increases without Legislative approval; and

WHEREAS: The CCIA infringes on the Constitutional right to own and bear arms guaranteed by the Second Amendment; and

WHEREAS: Senate Bill S.7645, sponsored by Senator Mark Walczyk would repeal Subdivision 5 of Section 228 of the Executive Law of S.51001 relating to the background check fees for firearms and ammunition as included in the CCIA; therefore be it

RESOLVED: That the Tioga County Legislature does hereby endorse Senate Bill S.7645 that would repeal certain provisions of the Executive Law establishing a fee for background checks on certain firearm and ammunition purchases and amends State finance law, in relation to the source of funds for the background check fund; and be it further

RESOLVED: That the Clerk of the Legislature shall forward certified copies of this resolution to Governor Kathy Hochul, Senate Majority Leader Andrea Stewart-Cousins, Assembly Speaker Carl Heastie, Senator Mark Walczyk, Assemblyman Christopher Friend, Senator Thomas O'Mara, New York State Association of Counties (NYSAC), and all others deemed necessary and proper.

Legislator Standinger spoke. "There is a process already in place for firearms purchases, it is called the NICS Check. It is successful as long as information is inputted by the local agencies. But the Governor and State Legislature have decided they have a better plan, which is not really a better plan. It's a move to mitigate the Second Amendment rights of all of us here in this room and in this country. In my opinion, it is a fool's errand because they do not have the necessary program set up to effectively provide a better service than the NICS Check. It is a money grab and a Second Amendment grab."

Legislator Mullen spoke. "I will echo what Legislator Standinger said and further state that it is an attack on the Second Amendment rights of law-abiding citizens. When the Safe Act was shoved down our throats in the middle of the

night by the previous Governor, it immediately made every retired police officer a potential felon because of possessing their firearm on their retirement credentials. And not only are they trying to reduce the size of magazines off of the Safe Act, now they want to charge for background checks to purchase ammunition for a weapon you more than likely already had a background check for and legally possess. It is just eroding people's right to possess and own firearms."

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 377-23 *RECOMMEND MEMBER TO THE SUSQUEHANNA
HERITAGE AREA COMMISSION*

WHEREAS: Per Resolution No. 25-16, the Tioga County Legislature resolved that the Economic Development and Planning Committee recommend designees for the Municipal Representative and the Advisory Board Member on the Susquehanna Heritage Area (SHA) Commission for the term of office of the County Legislative Chair who appoints said persons; and

WHEREAS: Currently Rebecca Maffei, Tioga County Tourism Director, and Abbey Ortu, Community Development Specialist of Economic Development and Planning, have been serving as the two (2) SHA Commission members; and

WHEREAS: Abbey Ortu is no longer able to serve as a Commission member; and

WHEREAS: Elaine Jardine, County Planning Director, in the Economic Development and Planning Department is willing to serve; therefore be it

RESOLVED: That the Economic Development and Planning Committee recommend Rebecca Maffei, the Tioga County Tourism Director, continue to serve as the Municipal Representative and Elaine Jardine, County Planning

Director, serve as the Advisory Board member on the Susquehanna Heritage Area Commission for the term of office of the County Legislative Chair who appoints said person.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 378-23 *REQUESTING TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Veterans Service Agency (TCVSA) conducts multiple community outreach events monthly and at these events provides food, beverages, and supplies to those in attendance as well as information on resources, benefits, and services available to veterans, military and their families; and

WHEREAS: County Policy – Section III; Subsection H. Purchase of Food, Beverages and Supplies limit expenses to \$150 per event; and

WHEREAS: The TCVSA will be holding the following events in October, with grant funds being used, that will exceed the \$150.00 per event limit, and requests to exceed the event limit must be made by resolution and require the approval of the County Legislature:

October 15-18, Onward Ops @ Ft. Drum, ETS Grant - \$500.00
 October 19-20, MHFA Training, ARPA Funding - \$550.00
 October 21, MHFA Training, Dwyer Program Grant \$700.00
 October 23, Trunk or Treat @ DSS, MH Outreach -\$350.00
 October 25-26, MHFA Training, Dwyer Program Grant - \$550.00
 October 28, Trunk or Treat @ Nichols FD, MH Outreach Grant - \$350.00
 October 31, Coffee Mess, MH Outreach Grant - \$400.00

Therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Veterans' Service Agency to exceed the per event limit using grant funding as identified, noting that TCVSA will not exceed the total amount mentioned for each event above.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 379-23 *FILING OF AN APPLICATION FOR DEC MUNICIPAL WASTE REDUCTION AND RECYCLING (MWRR) PROGRAM*

WHEREAS: The State of New York announced a grant from the DEC Municipal Waste Reduction and Recycling Program to support counties and local governments with their recycling and waste reduction program expenses; and

WHEREAS: Through this grant Solid Waste would be partially reimbursed for their eligible costs of the Sustainability Manager position and recycling and waste reduction educational and outreach program; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Sustainability Manager to apply and administer said grant via NYS Grants Gateway; and be it further

RESOLVED: That the Tioga County Legislature authorizes and directs the Chair or their designee to sign the application via Grants Gateway for grant upon approval by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 380-23

AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL-AID PROJECT AND APPROPRIATING FUNDS

WHEREAS: A project for the Tioga County Bridge Preventative Maintenance Program Phase 9 (FFY 23), PIN 9754.58 (the Project) is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds and 20% non-Federal Funds; and

WHEREAS: The County of Tioga desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the costs of the Preliminary Engineering / Design and Construction, Construction Support, and Construction Inspection work.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVED: That the Tioga County Legislature hereby approves the above-subject project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorized the County of Tioga to pay in the first instance 100% of the Federal and non-Federal share of the cost of the **Construction, Construction Support, and Construction Inspection** work for the Project or portions thereof; and it is further

RESOLVED: That the sum of \$223,000 is hereby appropriated from account D5110.540050 and made available to cover the costs of participation in the above phases of the Project; and it is further

RESOLVED: That in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, the Tioga County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon notification by the New York State Department of Transportation thereof; and it is further

RESOLVED: That the Chair of the Tioga County Legislature of the County of Tioga be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Tioga with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

RESOLVED: That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED: That this Resolution shall take effect immediately.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. 381-23

AUTHORIZING THE IMPLEMENTATION AND FUNDING OF THE COSTS OF A TRANSPORTATION PROJECT, WHICH MAY BE ELIGIBLE FOR FEDERAL AID AND/ OR STATE-AID, OR REIMBURSEMENT FROM BRIDGE NY FUNDS

WHEREAS: A project for the East Spencer Road over South Branch Catatonk Creek Rehabilitation (BIN 3335020) (BNY22) in the Town of Spencer, County of Tioga, PIN 9755.59 (the Project) is eligible for funding under Title 23 U.S. Code, as amended, 23 CFR, as amended and PUB. L117-58 also known as the "Bipartisan Infrastructure Law" (BIL); and

WHEREAS: The County of Tioga will design, let, and construct the Project; and

WHEREAS: The County of Tioga desires to advance the Project by making a commitment of 100% of the costs of the Preliminary Engineering / Design work for the Project or portions thereof.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVED: That the Tioga County Legislature hereby approves the Project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorized the County of Tioga to pay 100% of the costs of the Preliminary Engineering / Design work for the Project or portions thereof, with the understanding that qualified costs may be eligible for federal-aid, state-aid, or reimbursement for Bridge NY funds; and it is further

RESOLVED: That the sum of \$220,000 is hereby appropriated from account H51 10.540004.H2303 and made available to cover the costs of participation in the above phases of the Project; and it is further

RESOLVED: That the Tioga County Legislature hereby agrees that the County of Tioga shall be responsible for all costs of the Project which exceed the amount of federal-aid, state-aid, or Bridge NY Funding awarded to the County of Tioga; and it is further

RESOLVED: That in the event the Project costs not covered by federal-aid, state-aid, or Bridge NY funding exceeds the amount appropriated above, the Tioga County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon notification by the Responsible Local Official of the County of Tioga; and it is further

RESOLVED: That the County of Tioga hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award of the construction phase of the Project and shall be completed within thirty (30) months; and it is further

RESOLVED: That the Chair of the Tioga County Legislature of the County of Tioga be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or State Aid with the New York

State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's funding of the Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED: That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED: That this Resolution shall take effect immediately.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standing.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 382-23 *APPROVE CHANGE ORDER FOR
BRIDGE PREVENTATIVE MAINTENANCE PHASE IX.,
PIN 9754.58 PROJECT
DEPARTMENT OF PUBLIC WORKS*

WHEREAS: The award for Bridge Preventative Maintenance Phase IX., PIN 9754.58 project was awarded to R. DeVincentis Construction, Inc. on Resolution No. 316-23; and

WHEREAS: A change order was submitted due to additional work that was unforeseen; therefore be it

RESOLVED: That the Tioga County Legislature authorize additional funds to be appropriated for this change order not to exceed \$47,000 to be paid out of the following account D5110.540050 – Bridge Projects.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 383-23 AMEND RESOLUTION NO. 246-23 AND
RESOLUTION NO. 247-23 REGARDING
EXTENSION OF GRANT TERMS
BOARD OF ELECTIONS

WHEREAS: The Tioga County Legislature adopted Resolution No. 246-23 and Resolution No. 247-23 on June 13, 2023, authorizing the appropriation and receipt of additional funds from the NYS Absentee Ballot Pre-Paid Postage Grant and NYS Technology Innovation and Election Resource (TIER) Grant, respectively; and

WHEREAS: The grant term end date of the Absentee Pre-Paid Postage Grant was indicated as 12/31/2023, and that of the TIER Grant was indicated as 01/28/2024; and

WHEREAS: The grant contracts were subsequently revised by the NYS Board of Elections at the direction of the NYS Office of General Services, resulting in an amended term end date of 03/31/2024 for each grant; therefore be it

RESOLVED: That the term end dates listed in Resolution No. 246-23 and Resolution No. 247-23 are amended to 03/31/2024; and be it further

RESOLVED: That any available funds remaining of these grants on 12/31/2023 will be carried forward into 2024.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 384-23 *REQUESTING TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO PURSUE A GRANT KNOWN AS NY CARES UP GRANT*

WHEREAS: The New York State Office of Mental Health's Suicide Prevention Center of New York is offering another two-year Veteran Serving Organization Grant that will award \$70,000 to be used to continue supporting our original 7-county collaborative and implement the Onward Ops, a program of ETS- Sponsorship (ETS-SP) in ten (10) new counties; and

WHEREAS: This community-based program has proven very effective over the last two years in assisting Transitioning Service Members (TSMs) as they shift from military to civilian life, by connecting them with a local volunteer peer sponsor. Specifically, our partnership at Ft. Drum with the Soldier For Life Transitional Assistance Program (SFLTAP) which has enrolled more than 600 TSMs since its inception in August of 2022, and the data shows the bulk of TSMs that are staying in New York State, are settling in the new 10 counties we intend to expand into; and

WHEREAS: We are certified as Community Integration Coordination point, and one county in Mohawk Valley has agreed to be the second Community Integration Coordination point; this grant will allow us to expand the existing collaborative that we have created in the Southern Tier Finger Lakes Region and include Central NY, Mohawk Valley and North Country counties; specifically, Onondaga, Madison, Oneida, Oswego, Lewis, Jefferson, Hamilton, Fulton, St. Lawrence and Franklin Counties and forming and supporting the new regional collaborative known as Central Mohawk Valley Southern Tier North Country Collaborative (CMSNC); therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Veterans' Service Agency to pursue this grant application to establish and maintain an expanded Onward Ops (ETS-SP) program within the new Regional Collaborative as previously described.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 385-23 *AUTHORIZE THE SUBMISSION OF STATEWIDE
INTEROPERABLE COMMUNICATIONS TARGETED
GRANT APPLICATION (SICG 23)
OFFICE OF EMERGENCY SERVICES*

WHEREAS: The Office of Homeland Security and Emergency Services has issued a Statewide Interoperable Communications Targeted Grant 2023. The grant will be used for upgrading the radio communications in the county and there is no local share associated with said grant; and

WHEREAS: County Policy # 47 requires that permission be obtained prior to submitting said application; and

WHEREAS: Due to the short deadline notification, the grant needed to be submitted by September 18, 2023; therefore be it

RESOLVED: That the Tioga County Office of Emergency Services be authorized to submit the Statewide Interoperable Communications Targeted Grant application 2023 after the fact to comply with County policy.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 386-23 *AUTHORIZE THE SUBMISSION OF THE
2023-2024 NYS STOP DWI HIGH VISIBILITY
ENGAGEMENT CAMPAIGN APPLICATION
STOP DWI*

WHEREAS: The NYS STOP-DWI Foundation Board secured funding from the Governor's Traffic Safety Committee for the High Visibility Engagement Campaign during the grant cycle of October 1, 2023 – September 30, 2024 with \$18,500 in funding set for Tioga County; 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 Legislature authorizes the Sheriff's Office to apply for this grant.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 387-23 *AUTHORIZE GRANT RENEWAL
APPROPRIATION OF FUNDS AND
AMEND 2023 BUDGET
MENTAL HYGIENE*

WHEREAS: The Office of National Drug Control Policy (ONDCP) and the Centers for Disease Control and Prevention (CDC) have partnered in an effort to reduce substance abuse among youth; and

WHEREAS: Tioga County Mental Hygiene needs authorization to receive Federal Funding for the Drug Free Communities (DFC) Grant in partnership with Trinity CASA, Tioga County Alcohol and Substance Abuse Prevention (TC ASAP) Community Coalition; and

WHEREAS: Tioga County Mental Hygiene was originally awarded said grant in 2018 and was awarded a five-year extension renewed annually from 09/30/2023 through 09/30/2028; and

WHEREAS: The said funds need to be appropriated annually; and

WHEREAS: The Department deems it to be in the best interest of the community and youth of Tioga County to renew this grant funding; and

WHEREAS: Appropriation of Funds requires Legislative approval; therefore be it RESOLVED: That the grant funds be appropriated and the 2023 budget be amended as follows:

From: A4213 444863	Federal Aid DFC Grant	\$125,000
To: A4213 540590	Services Rendered	\$125,000

And be it further

RESOLVED: That available funds on 12/31/23 of the original \$125,000 will be carried forward into the New Year 2024.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 388-23 *AWARD 2023 EMERGENCY MANAGEMENT
PLANNING GRANT (EMP23)
EMERGENCY SERVICES*

WHEREAS: The Tioga County Office of Emergency Services has been awarded a matching grant of \$22,058 by the New York State Division of Homeland Security and Emergency Services (NYSDHSES); and

WHEREAS: The matching grant will be used to offset \$22,058 of budgeted salary costs; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award and authorizes the Chair of the County Legislature to sign any and all grant related paperwork upon review of the County Attorney; and be it further

RESOLVED: That the \$22,058 be appropriated to account A3640.443050.EMP23.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 389-23 *RESOLUTION TO APPROVE
STSJP CONTRACT FOR SFY 2023-2024
PROBATION AS LEAD AGENCY FOR
APPLICATION FOR FUNDING VIA STSJP*

WHEREAS: The NYS Office of Children and Family Services (OCFS) has directed every County to create Alternative to Detention programing and since 2015 the Probation Department has been the Lead Agency for the County to apply for STSJP funding; and

WHEREAS: The funding is based on an approved OCFS contract for a maximum of \$40,000 and is set at a ratio of 62% state reimbursement – 38% county share for monies expended by the County for Alternative to Detention programing for Juvenile Delinquents. The Tioga County Legislature agrees to accept this reimbursement funding format; therefore be it

RESOLVED: That the Tioga County Legislative Chair is approved to contract with the Office of Children and Family Services for STSJP funding as follows:

Probation Department – Juvenile Delinquency Alternatives to Detention

Reminder Call, Electronic Monitoring	\$11,882.00
State Share	\$ 7,366.84
County Share	\$ 4,515.16

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – Chair/Legislator Sauerbrey.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 390-23 *AUTHORIZE 2023-2024 CONTRACTS WITH
SADD SCHOOL ASSOCIATES
STOP DWI*

WHEREAS: It is the desire of the STOP DWI Program to arrange five contracts with SADD School Associates which are defined as independent contractors not entitled to county employee benefits; and

WHEREAS: It is the desire to contract with the following five SADD School Associates for the school year 2023-2024; Aria French to serve the Candor School District; Matthew Cicchetti to serve the Newark Valley School District; Cynthia Tebo to serve the Owego Apalachin School District; Erika Brown to serve the Spencer Van Etten School District, and Janice Barto to serve the Tioga Central School District; and

WHEREAS: Each SADD School Associate will be compensated \$100 each month for the ten months of the school year, but will not exceed \$1,000 for the year; and

WHEREAS: The Tioga County Attorney has approved the agreement that defines the rights and responsibilities of all the parties involved and outlines the compensation to be paid to the STOP DWI School Associates; therefore be it

RESOLVED: That these contracts for SADD School Associates be authorized for the 2023-2024 school year.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 391-23 APPROVE 2024 STOP DWI PLAN

WHEREAS: The New York State Governor's Traffic Safety Committee (GTSC) requires counties to submit an annual STOP DWI Plan by October 1st for the use of monies collected under the STOP DWI Program; and

WHEREAS: The STOP DWI Coordinator has submitted a 2024 STOP DWI Plan to the Tioga County Legislature for approval; therefore be it

RESOLVED: That the Tioga County Legislature hereby approves the 2024 STOP DWI Plan including the following budgeted appropriations:

Enforcement	\$ 6,000
Prosecution Related	\$ 1,000
Probation	\$ 7,500
Rehabilitation	\$ 1,000
PI&E	\$15,000
Administration	\$ <u>450</u>
	\$30,950

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 392-23 *ESTABLISH A NEW BUDGET LINE,
MODIFY 2023 BUDGET AND TRANSFER FUNDS
PUBLIC DEFENDER*

WHEREAS: The Public Defender has a need for a new chair; and

WHEREAS: The chair selected by the Public Defender costs \$211.23; and

WHEREAS: The Public Defender may have an additional need to purchase another chair before year-end; and

WHEREAS: Chairs must be purchased using a Chair expense line 520070 and the 2023 Public Defender budget does not have an established line; and

WHEREAS: Legislative approval is required for budget modifications; therefore be it

RESOLVED: That a 520070 Chairs line be established in the Public Defender budget and that the following funds be transferred for said purchase with excess funds available for an additional chair, if necessary.

From:	A1170.540140	Contracting Services	\$500.00
To:	A1170.520070	Chairs	\$500.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 393-23 *APPROPRIATION OF FUNDS
2023 HOMELAND SECURITY GRANT
MODIFY 2023 BUDGET
OFFICE OF EMERGENCY SERVICES
SHERIFF'S OFFICE*

WHEREAS: The New York State Office of Homeland Security Program (SHSP) has been awarded a grant of \$59,750 to the Tioga County Office of Emergency Management; and

WHEREAS: 35% of said grant will be appropriated to the Sheriff's Office (\$20,913); and 65% (\$38,837) will be appropriated to Emergency Management; and

WHEREAS: Appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That the 2023 NYS Homeland Security Grant be appropriated as follows:

FROM:

A3361.443050.SHS23 Fed-Aid- Civil Defense-DHSES	\$20,913
---	----------

TO:

A3361.520130.SHS23 Equipment (Not Car)-SHS	\$20,913
--	----------

FROM:

A3360.443050.SHS23 Fed-Aid- Civil Defense-SHS23	\$38,837
---	----------

TO:

A3360.540620.SHS23 Software Expense	\$ 2,500
A3360.540140.SHS23 Contracting Services- SHS23	\$12,000
A3360.520130.SHS23 Equipment (not car)	\$24,337

And be it further

RESOLVED: That the remaining balance at year end be carried forward into the next budget year.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO:	HEALTH & HUMAN SERVICES COMMITTEE FINANCE COMMITTEE
--------------	--

RESOLUTION NO. 394-23	<i>APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES</i>
-----------------------	---

WHEREAS: Additional funding has been awarded to Tioga County Department of Social Services from the Office of Children and Family Services for Non-Residential Domestic Violence Services; and

WHEREAS: A New Hope Center is the approved Non-Residential Domestic Violence Program in Tioga County; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A6010.446100 Federal Aid: Administration	\$ 41,903
To: A6010.540140 Contracting Services	\$ 41,903

And be it further

RESOLVED: That available funds on 12/31/23 of the original \$41,903 will be carried forward into the New Year.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 395-23 *APPROPRIATION OF FUNDS AND
BUDGET MODIFICATION 2023
MENTAL HYGIENE*

WHEREAS: Tioga County Mental Hygiene (TCMH) has been allocated additional pass-through state aid funding for the purpose of Alcohol and Substance Abuse Prevention; and

WHEREAS: TCMH has contracted with the Tompkins-Seneca-Tioga BOCES and Council on Alcohol and Substance Abuses of Livingston County, d.b.a. Trinity to provide these services to Tioga County residents; and

WHEREAS: TCMH will incur no local share increase, yet this will require an appropriation of funds into the proper account codes; and

WHEREAS: The appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated and 2023 budget modified as follows:

From: A4211 434861	State Aid Council on Alcoholism	\$ 11,011.00
To: A4211 540590	Services Rendered	\$ 11,011.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 396-23 *APPROPRIATION OF FUNDS AND
BUDGET MODIFICATION 2023
MENTAL HYGIENE*

WHEREAS: Tioga County Mental Hygiene (TCMH) has been allocated additional pass-through state aid funding for the purpose of Ongoing Integrated Supported Employment, Family Peer Support, Care Management, Health Home Service Dollars, Drop-In Center, Advocacy/Support Services (Warm-Line), Psycho Social Club, and Supported Housing; and

WHEREAS: TCMH has contracted with Catholic Charities, AspireHopeNY, NYS/Elmira Psych Center and Rehabilitative Support Services to provide these services to Tioga County residents; and

WHEREAS: TCMH will incur no local share increase, yet this will require an appropriation of funds into the proper account codes; and

WHEREAS: Appropriation of funds and Budget modifications require Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A4310-434900	State Aid-Mental Health	\$20,123.00
To: A4311-540595	Services Rendered (Other)	\$ 732.00
To: A4320-540590	Services Rendered	\$ 2,681.00
To: A4321-540130	Contracts	\$ 906.00
To: A4321-540640-ADULT	ADULT Supplies	\$ 441.00
To: A4321-540640-CHILD	CHILD Supplies	\$ 435.00
To: A4321-540590	Services Rendered	\$ 232.00
To: A4333-540130	Contracts	\$10,570.00
To: A4333-540140	Contracted Services	\$ 4,126.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 397-23 TRANSFER OF FUNDS AND
BUDGET MODIFICATION 2023
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene (TCMH) is in need of a replacement camera for its waiting room, a printer, a monitor and other IT Equipment; and

WHEREAS: Tioga County Mental Hygiene has consulted with and received the recommended quote from the Chief Information Officer; and

WHEREAS: TCMH has determined the amount of additional funding needed to fulfil this request within its own budget, yet this will require a budget modification and transfer of funds; and

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

RESOLVED: That the Mental Hygiene budget be modified and funds be transferred as follows:

From: A4310 540130	Contracts	\$ 4,500.00
To: A4309 520200	Office Equipment	\$ 4,500.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 398-23 AMEND BUDGET & APPROPRIATE FUNDS
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene, in partnership with Trinity CASA, Tioga County Alcohol and Substance Abuse Prevention (TC ASAP) Community Coalition, continues to receive annual funding awards from the Centers for Disease Control and Prevention (CDC); and

WHEREAS: The CDC has allowed previous year Drug Free Communities Grant (DFC) unspent funding of \$16,119 to be rolled into the September 30, 2022 thru September 30, 2023 grant period; and

WHEREAS: The CDC has provided an updated award letter for this same grant period with \$43.00 additional funding; and

WHEREAS: Trinity CASA will provide these program deliverables; and

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

RESOLVED: That funding be appropriated as follows:

From: A4213 444863 Federal Aid DFC Grant	\$ 16,162.00
To: A4213 540590 Services Rendered	\$ 16,162.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 399-23 AMEND BUDGET & APPROPRIATE FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health appropriated funding by way of Resolution No. 245-23; and

WHEREAS: Tioga County Public Health has received an additional \$15,000 in funding for the same program in Resolution No. 245-23; and

WHEREAS: The award is designated for Creating Healthy Schools & Communities, which is a partnership between Broome and Tioga Counties; and

WHEREAS: Creating Healthy Schools & Communities is an area of focus for Public Health; and

WHEREAS: The funding will pass through Broome County to Tioga County Public Health; and

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

RESOLVED: That funding be appropriated as follows:

From: A4053 422800	Grants - Non State or Federal	\$ 15,000
To: A4053 540640	Supplies (Not Office)	\$ 15,000

And be it further

RESOLVED: That available funds on 12/31/23 of the original \$15,000 will be carried forward into the New Year.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Standing moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 400-23 AMEND 2023 BUDGET
SOCIAL SERVICES

WHEREAS: Tioga County Department of Social Services receives State funding for the operation of the Child Advocacy Center; and

WHEREAS: The approved funding plan needs modification to fulfill the needs of the Center; and

WHEREAS: Transfer of funds between Computers (52) and Program Expense (54) requires Legislative approval; therefore be it

RESOLVED: That funding be transferred as follows:

From: A6050.520090 Computer \$ 3,400.00

To: A6050.540487 Program Expense \$ 3,400.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE
 LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 401-23 AMEND 2023 BUDGET AND TRANSFER FUNDS
 SOLID WASTE

WHEREAS: Tioga County Solid Waste's Sustainability Manager has funds from a Clean Energy Communities grant; and

WHEREAS: These funds are for energy efficiency and clean energy equipment; and

WHEREAS: The unspent Clean Energy Communities grant funds from 2022 were not carried forwarded into 2023 and amending of Budget and Transfer of Funds requires Legislative approval; therefore be it

RESOLVED: That any unspent and unappropriated Clean Energy Communities grant funds from 2022 be carried forward as follows:

To: A8160 540420 Office Supplies \$4,350.02

And be it further

RESOLVED: That the Tioga County Legislature authorizes the transfer of \$3,781.03 and appropriate funds as follows:

From: A8160 540420 Office Supplies \$3,781.03

To: A8160 520280 Tools Large/Power \$3,781.03

And be it further

RESOLVED: That the remaining available funds on 12/31/23 be carried forward into the 2024 budget year.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 402-23 AMEND 2023 BUDGET AND
TRANSFER FUNDS
PUBLIC WORKS

WHEREAS: The Tioga County IT Department is now overseeing the building security upgrades; and

WHEREAS: Tioga County Public Works has identified \$4,000 in their 2023 budget for security systems and service expenses; and

WHEREAS: The Tioga County IT Department has purchased equipment for the building security upgrades and Public Works is willing to utilize the available funds in A1620.540581 for these purchases; and

WHEREAS: Per the Tioga County Procurement Policy, equipment purchases shall be charged to an equipment budget line; and

WHEREAS: Legislative approval is needed to amend the 2023 Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2023 Budget:

From: A1620.540581	Security Systems and Service	\$3,491.83
To: A1620.520255	Security Equipment	\$1,364.72
A1621.520255	Security Equipment	\$2,127.11

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 403-23 *AMEND CAPITAL BUDGET AND TRANSFER FUNDS FOR CLEANING EQUIPMENT – PUBLIC WORKS*

WHEREAS: The Commissioner of Public Works has identified a need to purchase cleaning equipment for the various county buildings; and

WHEREAS: This was unforeseen and therefore not budgeted for in the 2023 Capital Budget; and

WHEREAS: Funds are available in another 2023 Capital Budget line; and

WHEREAS: Legislative approval is needed to amend the 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H1620.520994.BG001	Truck Wash Building	\$15,000.00
To: H1620.520130	Equipment (Not Car)	\$15,000.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 404-23 *AMEND 2023 BUDGET*
CONTINGENCY TRANSFER REQUEST
MEDICAL EXAMINERS & CORONERS

WHEREAS: The Tioga County Coroner has reported a higher-than-expected number of deaths and autopsy cases for 2023, and the A1185 Medical Examiners and Coroners expense accounts are projected to not have sufficient funds for the remainder of 2023 to cover the anticipated costs; and

WHEREAS: Funds will need to be transferred from the Tioga County Contingency account in order to accommodate the increasing number of cases as reported by the Tioga County Coroner; and

WHEREAS: Amending of the 2023 Budget and the appropriation of Contingent accounts require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes a transfer from the Contingency account as follows:

FROM:	A1990 540715 Contingency Transfer	\$25,000.00
TO:	A1185 540370 Medical Expense	\$25,000.00

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Weston moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 405-23 *AMEND RESOLUTION NO. 370-23;
CREATE (1) FULL-TIME CLEANING SUPERVISOR
POSITION AND (7) FULL-TIME CLEANER I POSITIONS
DEPARTMENT OF PUBLIC WORKS*

WHEREAS: Resolution No. 370-23 authorized the creation of seven Full-Time Cleaner I positions within the Public Works Department at an hourly rate of \$14.86 (CSEA SG 9); and

WHEREAS: The Commissioner of Public Works is concerned that the hourly wage rate will cause an inability to fill these positions; and

Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Days/Month (based on Record of Activities)	Pay Frequency	Not Submitted
Appointed Officials						
Assistant Fire Coordinator	Curtis Hammond	6	1/1/2022-12/31/25	12.39	Biweekly	
Assistant Fire Coordinator	Michael Roden	6	1/1/2022-12/31/25	2.39	Biweekly	
Assistant Fire Coordinator	Stephen Solomon	6	1/1/2022-12/31/25		Biweekly	X

I, Cathy Haskell, Secretary/Clerk of the governing board of the County of Tioga, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 10th day of October 2023 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Tioga County Legislature on this 10th day of October 2023.

Tioga County Legislative Clerk

Affidavit of Posting: I, Cathy Haskell, being duly sworn, depose and say that the posting of the resolution began on October 10, 2023 and continued for at least 30 days. That the resolution was available to the public on the

- Employer's website at www.tiogacountyny.gov
- Official sign board at Tioga County Legislative Office.
- Main Entrance Clerk's Office at _____

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 408-23 APPOINT PARALEGAL
LAW DEPARTMENT

WHEREAS: Legislative approval is required for any appointments made to a Management/Confidential position; and

WHEREAS: Due to the announced retirement of the current Paralegal as of October 31, 2023; and

WHEREAS: The 1st Assistant County Attorney has recruited for a replacement and after interviewing a satisfactory candidate has been identified; therefore be it

RESOLVED: That the County Attorney is hereby authorized to provisionally appoint Erin Riddle to the title of Paralegal effective November 6, 2023, pending successful completion of the of civil service requirements at an annual Management/Confidential salary of \$52,227; and be it further

RESOLVED: That Ms. Riddle may receive an increase after 6 months, contingent upon a satisfactory evaluation, per the Management/Confidential benefits policy.

ROLL CALL VOTE

Yes – Legislators Monell, Mullen, Roberts, Sauerbrey, Standing, Weston, Brown, Ciotoli, and Flesher.

No – None.

Absent – None.

RESOLUTION ADOPTED.

Meeting was adjourned at 12:25 P.M.

*Public Hearing
Local Law Introductory No. E of 2023
October 19, 2023*

The Public Hearing on Local Law Introductory No. E of 2023 A Local Law of the Tioga County Legislature of the County of Tioga, establishing the Tioga County Mandatory Source Separation Law and repealing Local Law No. 1 of the Year 2020 entitled Tioga County Mandatory Source Separation Law was called to order by Chair Sauerbrey at 10:00 A.M. Legislators Brown, Ciotoli, Mullen, Roberts, Sauerbrey, Standinger, and Weston were present with Legislators Flesher and Monell being absent.

There were 13 people in attendance.

The Clerk read the legal notice as published in the official newspapers.

Sustainability Manager Pratt spoke. "In 2020, we changed how we are handling recycling in Tioga County. So, over the last three years, my department has assessed how this is working and in doing so we found that not all the private haulers are giving the recycling and solid waste data to us. This is important because not only is it required by the State, but it also allows my department to determine best practices in managing solid waste and recycling in Tioga County. If I do not receive the data, it makes it very difficult for me to determine what our best practices should be. Also, by knowing what private haulers are doing with their solid waste and recycling, I can make sure that what Tioga County residents are paying for they are getting.

"The change in the law is the addition of a permitting process for all private haulers. So, anyone that collects and disposes recycling and solid waste will have to obtain a permit from my department. The amount we are going to charge for the permit and any other forwarding things that are not specified in the local law are going to be determined by the Legislature by way of resolution."

County Attorney DeWind spoke. "It creates a licensing scheme and if a private hauler is unhappy that their permit has been pulled or not granted, the private hauler can appeal to the Legislature and ultimately, they could do an Article 78 to take it to court. But it means that if Solid Waste is not going to issue a permit or pull a permit because someone has been violating it or withholding records, the private hauler could appeal to the Legislature."

Legislator Mullen spoke. "If the private hauler fails to put in any records at all, do we have a fine schedule over a period of 30, 60, or 90 days?"

Sustainability Manager Pratt spoke. "The Legislature will set the permit fee and fine schedule by way of resolution. The reason we did not put any of the fee schedules in the local law is because we do not want to repeal and replace the local law every time the fees are changed."

There being no public comments, the hearing was adjourned at 10:06 A.M.

Fourth Special Meeting
October 19, 2023

The Fourth Special Meeting of 2023 was held on October 19, 2023 and was called to order by the Chair at 10:06 a.m. Legislators Brown, Ciotoli, Mullen, Roberts, Sauerbrey, Standinger, and Weston were present with Legislators Flesher and Monell being absent.

Chair Sauerbrey asked Legislator Mullen to have a moment of prayer. "Lord, thank you for the opportunity to do the County's business. We thank you for the blessing that we have to live in this great nation. Further, we ask for your grace and mercy upon this world, as we see the tragic things that have taken place in the Middle East and the slaughter of the innocent that is continuing both in Ukraine and Russia. And, that we learn to love our neighbor and be grateful for the peace and prosperity of where we live, how we get to live, and to have a say about how we are governed."

Legislator Mullen led all Legislators and those in attendance in the Pledge of Allegiance.

There were 13 people in attendance.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ITCS COMMITTEE
 FINANCE/LEGAL COMMITTEE
 LEGISLATIVE WORKSESSION

RESOLUTION NO. 409-23 *AUTHORIZE TO UPDATE AND RENEW EXISTING
 ENTERPRISE AGREEMENT WITH MICROSOFT INC.*

WHEREAS: The Tioga County Information Technology and Communication Services department has a current Enterprise Agreement (Enrollment ID: 6127199) with Microsoft Incorporated for Windows Server, Windows 10 Client Access Licenses (CALs), Office 365 G3 and G1 Licenses; and

WHEREAS: The Tioga County Information Technology and Communication Services department is currently in year three of this three-year Enterprise Agreement with Microsoft Incorporated which expires on October 26, 2023; and

WHEREAS: All current Windows 10 Client Access Licenses were purchased separately from the Office 365 license subscriptions; and

WHEREAS: Tioga County would experience savings by updating current Office 365 licenses to include the Client Access License portion of Microsoft 365 for each licensed user; and

WHEREAS: The Chief Information Officer would like to update existing Enterprise Agreement to reflect the actual license usage more accurately for Office 365 and include the Client Access License (CALs) portion of Microsoft 365; and

WHEREAS: Funding will be provided for using Information Technology and Communication Services Capital funds H1680 520620 (Software) at a cost of \$102,000.00 and Information Technology and Communication Services Operational funds A1680 540620 (Software) at a cost of \$10,272.66, for a total cost of \$112,272.66; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute an agreement amendment between Tioga County and Microsoft, Inc. upon review by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – Legislators Flesher and Monell.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 410-23 *AUTHORIZE CONTRACT WITH EXCELLUS BLUE
CROSS BLUE SHIELD TO ADMINISTER HEALTH
INSURANCE BENEFITS*

WHEREAS: Tioga County uses the service of Excellus Blue Cross Blue Shield of Central New York to administer health insurance benefits for Tioga County; and

WHEREAS: Excellus Blue Cross Blue Shield of Central New York has submitted a new contract to administer fully insured benefits for Tioga County employees for the period of January 1, 2024 through December 31, 2024; and

WHEREAS: These are contractual benefits for Tioga County union employees; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a contract with Excellus Blue Cross Blue Shield of Central New York, subject to review by the County Attorney, to administer health insurance benefits for Tioga County for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – Legislators Flesher and Monell.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO:	PUBLIC WORKS COMMITTEE
	PERSONNEL COMMITTEE
	LEGISLATIVE WORKSESSION

RESOLUTION NO. 411-23	<i>AMEND RESOLUTION NO. 133-23;</i>
	<i>CREATE AND FILL TWO (2) HIGHWAY WORKER</i>
	<i>(SEASONAL) POSITIONS</i>
	<i>PUBLIC WORKS</i>

WHEREAS: Resolution No. 133-23 authorized the creation and filling of two (2) full-time, Highway Worker (Seasonal) positions (\$14.86/HR) in the Tioga County Department of Public Works for a temporary duration from April 10, 2023 – October 6, 2023; and

WHEREAS: One of these positions remained vacant after July; and

WHEREAS: The Commissioner of Public Works would like to extend the date of the temporary position to adequately staff his department; and

WHEREAS: Due to said vacancy of this position, there are sufficient funds within the department's Part Time/Temporary budget line D5110.510020 to cover an extension; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the continuance of one full-time, Highway Worker (Seasonal) position in Public Works through December 31, 2023.

Legislator Standinger spoke. "Apparently, this resolution is to correct an inadvertent error and if Gary needs those people, I have no objection."

ROLL CALL VOTE

Yes – Legislators Mullen, Roberts, Sauerbrey, Standinger, Weston, Brown, and Ciotoli.

No – None.

Absent – Legislators Flesher and Monell.

RESOLUTION ADOPTED.

Meeting was adjourned at 10:09 A.M.

*Public Hearing
2024 Budget
November 14, 2023*

The Public Hearing on the 2024 Budget was called to order by the Chair at 10:00 A.M. Legislators Brown, Ciotoli, Flesher, Mullen, Roberts, Sauerbrey, and Standinger were present with Legislators Monell and Weston being absent.

There were 13 people in attendance along with Budget Officer Jackson Bailey.

The Clerk read the legal notice as published in the official newspapers.

Jackson Bailey, Budget Officer gave the 2024 budget presentation.

“Dear Honorable Members of the Tioga County Legislature, County employees and citizens present. On this Thursday, the 14th day of November 2023, I present to you the proposed Tentative County Budget for 2024.

“The Tioga County Legislature has provided Budget Directives to departments including minimal increases to local share amounts unless related to new mandates from the State or standard COLA increases. Keeping the County Personnel count to a sustainable number, and greatly scrutinizing the proposed Capital Budget.

“These directives have helped to ensure that the Tioga County budget meets the financial goals of having a balanced budget using reasonable revenue and expense expectations, adhering to the State mandated tax cap amount, maintaining a “*not in fiscal distress*” rating with the NYS Comptroller, and maintaining a fund balance amount that is within the County’s Fund Balance Policy.

“The 2024 Budget process was met with the continued challenges of unfunded and underfunded mandated services. Approximately 98% of Tioga County’s proposed Tax Levy makes up the local share expense associated with mandates services.

“Tioga County Legislators, Department Heads and employees continue to be great stewards of taxpayer dollars, diligently looking for cost saving measures, advocating for additional revenue sources and seeking new sources for economic growth. The proposed Budget maintains all programs and services currently provided to Tioga County residents for 2024.

“The total tentative budgeted appropriations for 2024 are \$102,587,333. The total increase in expenditures in all funds is 3.2% or \$3,115,090. The total increase in estimated revenue in all funds is approximately 11.4% or \$7,784,837. Therefore, the total deficit before the tax levy is applied is \$34,172,177.

“After applying the proposed tax levy of \$26,296,389, I propose using \$7,875,778 in Unrestricted General Fund Balance to close the budgetary gap for 2024.

“The increase in expenditures of over \$3.2 million, is a combination of contractual Salaries and Fringe Benefit costs, Medicare costs, Day Care & Social Services cost, Juvenile Delinquent Program Expense, and Community College Expense. Tioga County pays nearly \$2.5 million annually in college chargebacks, this amount has continually grown and is anticipated to be nearly \$3 million in 2024.

“The largest funding streams for the County are Real Property Taxes, Sales Tax, and State Aid. Sales Tax amounts received have been well over what has been anticipated, but the amounts are forecasted to decrease in the near future. Casino Revenue is an especially unstable source of revenue as it not only depends on the performance of the Casino itself, but the amount awarded to Tioga County is considered to be State Aid. This amount as such is formulated by the State of New York and can be reformulated and reduced at any time.

“The NYS Tax Cap calculation for 2024 allowed for a 1.17% increase, equal to \$304,043. With the allowable increase the 2024 County Tax Levy shall be \$26,296,389.

“2024 will mark the 12th consecutive budget year that Tioga County has stayed under the State imposed property tax cap. The 12-year average increase in the Tax Levy has been approximately 1.72%.

“The Combined Composite Tax Rate for 2024 is \$6.99 per \$1,000 of taxable value. The average assessed \$100,000 home will pay approximately \$699 in County Tax. Tax rates will vary due to the State established equalization rates and each municipality's apportionment percentage. The Combined Composite Tax Rate includes Veterans and religious exemptions which will also impact the rates.

“In preparation for the 2024 Budget, I would like to thank all Department Heads and County employees for their participation in the Budget process. I would like to especially thank Legislative Clerk Cathy Haskell, Real Property Director Steven Palinosky, Personnel Officer Linda Parke, County Treasurer James McFadden, Deputy Treasurer Katie Chandler, and Chief Information Officer Jeremy Loveland.

"I would like to also thank the Tioga County Legislature for their continued strength, leadership, and compassion as the County moves forward through the uncertain future after a global pandemic, as well for their unrelenting support and assistance throughout the Budget process.

"The proposed Tax Levy cannot increase after today's hearing without an additional public hearing.

"Following the presentation of the 2024 Budget Brief, the floor will be open for comments to the Legislature".

The Budget Officer presented a PowerPoint slide presentation on budget brief specifics.

"Legislator Mullen spoke. "Before today's meeting, I spoke with Mr. Bailey and reminded him that last year that between 2016 and the proposed 2023 budget, taking the equalization rates into account, a resident's County taxes remains almost exactly the same over that seven-year period. Taking this year's equalization rates into account, that is also the case. It is good government. From 2016 when I became a Legislator to present, the budget went from \$78 million to \$102 million and the resident's taxes, the money really coming out of your pocket, has stayed relatively the same. Thank you to everyone for their hard work in that regard."

"Legislator Standinger spoke. "It is refreshing to know that on the County level we can actually adopt a budget on time that is balanced. Unfortunately, our colleagues in Albany and Washington are not able to do that whether it is because of incompetence or the way the system operates, but I am glad that local government with Mr. Bailey's assistance here is able to do that. So, I thank you for your work on this budget."

There being no public comments, the hearing was adjourned at 10:22 A.M.

Eleventh Regular Meeting
November 14, 2023

The Eleventh Regular Meeting of 2023 was held on November 14, 2023 and was called to order by the Chair at 12:03 P.M. Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Roberts, and Sauerbrey were present with Legislators Standinger and Weston being absent.

Chair Sauerbrey asked Legislator Roberts to have a moment of prayer. "Our Heavenly Father, we ask that you grant us wisdom today and ask the blessing on all the people here today that work for the government."

Legislator Roberts led all Legislators and those in attendance in the Pledge of Allegiance.

There were 8 people in attendance.

Chair Sauerbrey reported we have one proclamation; **Adoption Awareness Month** that will be noted in the minutes.

COUNTY OF TIOGA
EXECUTIVE PROCLAMATION

This November marks the 33rd annual National Adoption Month. November 18, 2023, is National Adoption Day. Our task is to find permanent homes for all our children. Tioga County finalized three adoptions this year to date. Tioga has seven children freed for adoption, six placed with adoptive homes and one of those youth is awaiting a match with a forever family. Every child in America and Tioga County deserves a permanent, loving forever family and home; and

WHEREAS: Tioga County adoptive families serve as a source of love, identity, self-esteem, and support for children freed for adoption in Tioga County; and

WHEREAS: Tioga County adoptive families provide a safe and stable home and a nurturing environment where children freed for adoption have the opportunity to live full and productive lives; and

WHEREAS: Accepting responsibility for the care of these children has proven to be very rewarding for many adoptive parents; and

WHEREAS: Numerous public and private agencies work to increase the public's awareness of the needs of children freed for adoption, and the enduring and valuable contribution of adoptive families; and

WHEREAS: It is appropriate to recognize all those in Tioga County who work together on behalf of children freed for adoption; the adoptive families and the professional staff dedicated to ensuring these children become members of a stable and loving family; now therefore

THE TIOGA COUNTY LEGISLATURE does hereby proclaim November as

ADOPTION AWARENESS 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 recognize adoptive families in Tioga County.

There was no privilege of the floor.

Legislator Monell made a motion to approve the minutes of October 10 and 19, 2023, seconded by Legislator Brown and carried.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 412-23 ADOPT LOCAL LAW NO. 5 OF 2023

WHEREAS: A public hearing was held on October 19, 2023, following due notice thereof to consider the adoption of Local Law Introductory No. E of the Year 2023; A Local Law establishing the Tioga County Mandatory Source Separation Law and repealing Local Law No. 1 of the Year 2020 entitled Tioga County Mandatory Source Separation Law; and

WHEREAS: It is in the best interest of the residents of Tioga County to adopt such Local Law which will be Local Law No. 5 of 2023; therefore be it

RESOLVED: That the following Local Law be and hereby is adopted:

County of Tioga

Local Law No. 5 of the Year 2023.

A Local Law establishing the Tioga County Mandatory Source Separation Law and repealing Local Law No. 1 of the Year 2020 entitled Tioga County Mandatory Source Separation Law.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: TITLE

Local Law No. 1 of the Year 2020 entitled Tioga County Mandatory Source Separation Law is hereby REPEALED and REPLACED with the establishment of Local Law No. 5 of the Year 2023 entitled Tioga County Mandatory Source Separation Law.

SECTION 2: PURPOSE

The purpose of this article is to encourage, facilitate, and mandate the source separation of recyclable materials on the part of each and every household, business, and institution within Tioga County. The Tioga County Legislature acknowledges that control of the collection, transportation, disposal of solid waste and recycling with emphasis on source reduction and reuse in the county is essential to the economy and general welfare of the citizens of Tioga County. The current version is intended to replace Local Law No. 1 of 2020 entitled Tioga County Mandatory Source Separation Law.

SECTION 3: AUTHORITY

This Local Law is hereby enacted pursuant to the authority granted by Section 10 of the Municipal Home Rule Law and Section 120-aa of the General Municipal Law of the State of New York.

SECTION 4: DEFINITIONS

- A. Terms as used or referred to in this article, unless a different meaning clearly appears from the context, are as defined in Title 6 Part 360 of the New York Codes, Rules and Regulations, Solid Waste Management Facilities, as amended.
- B. As used in this article, the following additional terms shall have the meanings indicated:

MATERIALS RECOVERY FACILITY (MRF) – A facility approved by the New York State Department of Environmental Conservation for receiving and processing recyclable materials into marketable commodities.

PUBLIC FACILITY — Any facility allowing public access, including but not limited to parks, recreational facilities, shopping centers, shopping malls, office buildings, restaurants, hospitals, schools, and churches.

SOURCE SEPARATION — That recyclables shall be maintained and placed for collection separately from refuse intended for disposal.

SOLID WASTE - All materials discarded as being spent, useless, worthless or in excess to the owners at the time of discard or rejection, including but not limited to garbage or refuse, but shall not include Recyclables, Yard and Garden Waste, human wastes, rendering wastes, major appliances, regulated medical waste, construction and demolition wastes, residue from incinerators or other destructive systems for processing waste, junked automobiles, tires, pathological, toxic, explosive, liquid, radioactive material or other waste material which, under existing or future federal, state or local laws, require special handling in its collection or disposal.

SUSTAINABILITY MANAGER - The manager of the Solid Waste Department appointed by the Economic Development & Planning Director, Economic Development & Planning Deputy Director, and/or the Tioga County Legislature.

WASTE COLLECTION SERVICES – Any person, company partnership or other entity providing collection or transfer of refuse and/or solid waste, including tires to a solid waste management facility.

WASTE GENERATOR – Any entity which generates solid waste.

WASTE HAULER – Any person, company, partnership or other entity engaged in the business of providing Collection Service pursuant to any contract, agreement, or other arrangement with any Waste Generator, where Solid Waste is collected for disposal at a permitted solid waste disposal or transfer facility, or a municipal department or other governmental division responsible for collection of Solid Waste from some or all Waste Generators in Tioga County.

SECTION 5: SOURCE SEPARATION REQUIREMENT

A. Every Waste Generator shall Source Separate, which means the segregation of County Recyclable Materials from non-recyclable Solid Waste at the point of generation by Waste Generators, and the placement of County Recyclable Materials into Recycling Receptacles for collection and delivery to a Materials Recovery Facility or Recycling Facility.

Materials that must be source-separated include paper, corrugated cardboard, glass, metals, plastics, leaves, yard wastes, tires, batteries (wet and dry cell) and household hazardous waste. A detailed published list of materials to be curbside recycled will be on file with the Tioga County Legislature and may be updated from time to time.

- B. For the purpose of this article, the term "recyclable material" shall mean those materials that must be source separated, as defined in B, with the exception of household hazardous waste.
- C. Each and every waste hauler, public and private, providing waste collection services in the County of Tioga shall be required to provide curbside collection of source separated recyclables for all units serviced by the hauler.
- D. All public and private haulers are prohibited from commingling source separated recyclables with solid waste.
- E. Every Waste Generator shall deliver or arrange for the delivery of County Recyclable Materials to a Recycling Facility or make source separated County Recyclable Materials available for collection by a Waste Hauler/Recyclables Collector and ultimate delivery to a Materials Recovery Facility or Recycling Facility.

SECTION 6: PREPARATION OF RECYCLABLES AND OTHER SOURCE SEPARATED MATERIALS FOR CURBSIDE COLLECTION

- A. Nothing in this article is intended to prevent any waste generator from making arrangements for the reuse, private collection, sale or donation of recyclables; provided, however, that records shall be kept of all such collection of recyclables.
- B. From the time any person places any recyclable materials at or near any curb, sidewalk or street for purposes of collection by a waste hauler, those recyclable materials shall be considered the property of the waste hauler. No other person shall collect, pick up, remove or cause to be collected, picked up or removed any recyclable materials so placed for collection. Each such unauthorized collection, pickup or removal shall constitute a separate violation of this article.
- C. In the event that a hauler has refused to collect certain recyclable materials because they have not been placed or treated in accordance with the provisions of this article, the person responsible for initially placing those materials for collection may and shall remove those materials from any curb, sidewalk or street in accordance with the provisions of this article.
- D. Placement of Recyclables
 - 1. Recyclable materials shall be placed separately from any non-recyclable solid waste placed for collection. Recyclable materials should be prepared in conformance with County practices and standards established pursuant to this section.
 - 2. No person shall place any recyclable materials at or near any curb, sidewalk or street for purposes of collection unless the materials are prepared in conformance with County practices and standards established pursuant to this section.
 - 3. The Tioga County Sustainability Manager is hereby authorized and directed to designate, by written statement, from time to time, the practices and standards for preparation of recyclables for collection. Such written

designation shall be filed with the Clerk of the County Legislature and shall become effective 90 days after filing. The Tioga County Sustainability Manager may solicit information and input from solid waste collectors, solid waste management facility operators, and other concerned parties prior to designating revised rules for preparation of materials.

- E. Waste haulers shall not be responsible for collection of waste materials, which have not been placed or prepared in accord with this article. In the event of non-collection of waste or recyclable materials, the hauler shall provide written notification of reason for non-collection.
- F. The responsible generator shall immediately remove and properly prepare and dispose of all materials refused for collection, taking all measures necessary to properly and legally restore all disturbed land and surface to the condition existing prior to deposition or reimburse the County or other municipal entity for the same.

Multifamily buildings and complexes.

- A. Apartment complexes, condominium complexes, cooperative apartments, hotels, motels and bungalow or resort colonies shall be required to establish a private drop off program for the source separation of recyclable materials for collection and transportation to a recycling facility where curbside collection is not practiced or desired.
- B. The owner and/or manager of every multifamily apartment building or condominium within the County shall provide and maintain, in a neat and sanitary condition, recycling drop off(s) to receive all recyclable materials generated by residents of the building or complex. In cases where a condominium association exists, the condominium association shall be responsible for provision and maintenance of the recycling drop off(s). It shall be the tenant's responsibility to separate designated recyclable materials from the solid waste and deposit the recyclables in the drop off(s) in the manner prescribed by facility management.
- C. The owner or manager of every multifamily building or complex shall arrange for the collection and/or transportation of all recyclable materials to a material recovery facility or secondary materials market.

Residential/commercial (institutional) and industrial waste and recyclables.

- A. All residential solid waste collected by either municipal or private haulers shall be source separated and delivered to an appropriate facility for disposition, as may be designated by the County.
- B. All commercial/industrial/institutional solid waste collected by either municipal or private haulers shall be source separated and delivered to an appropriate facility for disposition, as may be designated by the County.
- C. All recyclable commercial/industrial/institutional by-products shall be source separated and delivered to an appropriate facility for the express purpose of

processing for sale to a secondary materials market. Nothing in this section shall prevent waste generators from marketing these materials directly to an end-use market, secondary materials market or secondary materials broker.

SECTION 7: PENALTIES

Penalties for Waste Generators.

- A. Failure to comply with this article by any person shall be an offense punishable as provided.
- B. Each day of violation of this article shall constitute a separate offense.
- C. The waste hauler shall maintain the right to refuse collection of solid waste and/or recyclables due to a lack of source separation or proper preparation on the part of the waste generator. In such a case, the hauler shall affix a notice to the waste material, which clearly states the reason for non-collection.
- D. Individuals convicted of a first offense under this article shall be subject to a fine of not less than \$25 and not more than \$50. Conviction of a second offense within one year of the first offense shall be punishable by a fine of not less than \$50 and not more than \$100. Conviction of subsequent offense(s) within one year of the first offense shall be punishable by a fine of at least \$100 and not more than \$200. In addition to the penalties listed above, anyone convicted of an offense under the provisions of this article shall be subject to a civil penalty to recover cost of enforcement and prosecution, including but not limited to attorneys' fees, court costs and site cleanup costs, if applicable.
- E. Any company, partnership, corporation, municipality or entity other than an individual person convicted of a first offense as provided for by this article shall be subject to a fine of not less than \$200 and not more than \$1,000. Conviction of subsequent offenses shall be punishable by a fine of not less than \$1,000 and not more than \$2,000. Any such entity convicted of an offense under the provisions of this article shall also be subject to a civil penalty to recover the cost of enforcement and prosecution, including but not limited to attorneys' fees, court costs and site cleanup costs, if applicable. In addition, the County Attorney may also maintain an action or proceeding in the name of Tioga County in a court of competent jurisdiction to compel compliance with or to restrain by injunction such violation.

Penalties for Waste Haulers.

- A. Failure of any hauler to comply with this article shall be an offense punishable as provided.
- B. Each day of violation of this article shall constitute a separate offense.
- C. Violation of any section of this article shall be punishable by a fine not in excess of \$1,000. In addition, the violation of any section of this article shall be subject to a civil penalty imposed by the County to recover cost associated with

enforcement and prosecution, including but not limited to reasonable attorneys' fees, court costs and site cleanup costs, if applicable. And, in addition, Tioga County may also maintain an action or proceeding in a court of competent jurisdiction to compel compliance with or to restrain by injunction any violation of this article.

SECTION 8: SOLID WASTE DISPOSAL ON PUBLIC FACILITIES AND PROPERTY

- A. All public facilities within Tioga County shall provide public refuse receptacles for solid waste disposal by facility users and employees. These receptacles shall only be utilized for solid waste generated onsite.
 - 1. Parks may, in lieu of providing separate public receptacles for refuse, require that park patrons take their refuse with them upon leaving the park. The municipalities shall post signs at all park entrances advising the public of the rule. Park patrons shall be responsible for removing refuse from the park and disposing of them in accordance with this article.
- B. There shall be provided separate public receptacles for recyclables. Such containers shall be clearly marked RECYCLE, and a list of recyclable items shall accompany said public refuse receptacle. There shall be an adequate number of clearly marked and accessible public receptacles for recyclable materials in order to facilitate recycling. These receptacles shall only be utilized for recyclables generated onsite.
- C. All recyclable materials shall be placed in separate public recycling receptacles. The responsibility to separate recyclables from non-recyclables shall be placed on the facility user.
 - 1. Parks may, in lieu of providing separate public receptacles for recyclables, require that park patrons take their recyclable materials with them upon leaving the park. The municipalities shall post signs at all park entrances advising the public of the rule. Park patrons shall be responsible for removing recyclables from the park and disposing of them in accordance with this article.
 - 2. Notwithstanding the provisions of the subsection, concession stands within the park providing food or other items packaged in recyclable containers shall provide both refuse and recyclable containers to conform to this section.
- D. It shall be a violation of this article for any person to place or to cause to be placed any material other than a recyclable in or near a public receptacle designated for recyclable materials.
- E. It shall also be a violation of this article for any person to place or to cause to be placed any recyclable material in or near a public refuse receptacle designated for non-recyclable materials.
- F. Any person, including employees of public facilities, convicted of a violation of this section shall be subject to a fine of up to \$50 or community service.

- G. The proprietor of any public facility convicted of a violation of this section shall be subject to a fine of up to \$200 or community service. Each day of violation shall constitute a separate offense.

SECTION 9: ENFORCEMENT & PERMITTING

- A. All provisions of this article shall be enforced by a municipal code enforcement official or other appropriate enforcement agencies.
- B. Permit Procedures for Haulers (Commercial, Business)
1. No Hauler shall collect, transfer or dispose of solid waste and recyclable materials in Tioga County without possessing a current permit issued by the Sustainability Manager.
 2. An application for a solid waste/recycling permit shall be in writing and shall contain such information as required by the Sustainability Manager.
 3. The application shall be accompanied by the following:
 - a. Evidence of insurance, conforming with current NYSDEC and Tioga County requirements.
 - b. Payment of the administration fee payable to the Tioga County Treasurer and mailed to Tioga County Solid Waste, 56 Main Street, Owego, NY 13827.
 4. Within fifteen (15) business days of receipt of application, the Sustainability Manager shall, in writing, grant or deny the application, or require other further information and/or documentation. The Sustainability Manager may require additional information regarding the condition of the applicant's vehicles to ensure they will not leak during transit and are capable of transporting material in a covered condition. The permit may be withheld for reasons which include the failure to submit all required information, unsuitable condition of the vehicle(s); any unresolved fines and/or the applicant's history of prior suspensions/violations.
 5. Annual reporting is required by February 28th. If a hauler does not report their annual tonnages and supporting documentation, their permit will not be renewed until all past reporting documentation is submitted to the Sustainability Manager.
 6. Permits shall expire annually on March 31st. Permits may be renewed pursuant to the provisions of this law.
 7. Permits may be suspended or revoked by the Sustainability Manager pursuant to this local law.
 8. Permit fees and or changes in permit fees shall be reviewed and approved by the Tioga County Legislature.
 9. Termination of a permitted hauler's insurance automatically invalidates the hauling permits.
 10. Permits shall not be transferable to another business without express written permission of the Sustainability Manager.
 11. Permits may be suspended by the Sustainability Manager for the following:

- a. If upon inspection, the hauler's vehicle is in such a condition as to allow leakage while in transit, or
 - b. If the body of the truck is not wholly enclosed and or the contents (load) are not secured with a cover or tarping mechanism or other appropriate load securing device, or
 - c. If the operation or unloading of vehicles is not conducted in a manner so as to prevent the premature spillage or loss of contents, or
 - d. If the hauler has failed to remedy the conditions leading to a suspension of a permit within the time specified in such order of suspension, or
 - e. Any other violation of law of these regulations.
12. Suspension or revocation of a permit will be followed by a written notice of such violation, addressed to the permittee. Within fifteen (15) days of the receipt of said written notice of suspension or revocation, the hauler must notify, in writing to the Sustainability Manager and the Finance Committee of the Tioga County Legislature and shall file petition stating the reasons and basis for said appeal.
13. Within fifteen (15) days of an appeal, the Finance Committee shall conduct a hearing, upon notice to the permittee to review the action of the Sustainability Manager with respect to suspension or revocation of a permit. The permittee shall present all witnesses and documents and shall be entitled to be represented by counsel at any stage of the proceedings. Said proceedings may be adjourned only once by right of the permittee; and all other adjournments shall be determined by the members of the Committee. Within fifteen (15) days of said hearing, said appeals committee shall by written decision, affirm the actions of the Sustainability Manager, reinstate such permit, and/or take any other appropriate action. Permittee may continue to conduct hauling operations during the appeal period.

SECTION 10: REPORTING TO TIOGA COUNTY SUSTAINABILITY MANAGER

- A. All waste haulers, and any other person or entity that collects, transports and/or markets recyclables, must maintain monthly records of all recyclable material. These records must include the following:
1. The total tonnage, by material, of recyclable material collected.
 - a. The total tonnage, by material, of recyclable material delivered to each and every materials recovery facility, secondary materials market, secondary materials broker or end-use market.
 - b. Weight slips from the broker or end-use market will fulfill this requirement.
- B. Reports containing the information required in this section shall be compiled and delivered to the Sustainability Manager on an annual basis. Reports shall be filed with the Sustainability Manager no later than February 28th of the subsequent year of filing.

C. Each waste hauler shall retain for no less than five years the records and documents required pursuant to this article and shall make such documents available upon the request of the Sustainability Manager or law enforcement officers.

SECTION 11: PRIORITY

Pursuant to Section 1 of Chapter 675 of the Laws of 1982 of the State, this article takes precedence over and shall supersede any inconsistent provisions of any local law enacted by any municipality within the County.

SECTION 12: EFFECTIVE DATE

This Local law shall take effect January 1, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 413-23 MORTGAGE TAX DISTRIBUTION

RESOLVED: That the mortgage tax report for the period April 1, 2023 to September 30, 2023 be and it hereby is accepted; and be it further

RESOLVED: That the County Treasurer be authorized and directed to pay to the Supervisors of the several Towns and the Treasurers of the several Villages the amounts apportioned to them as follows:

Barton (Town)	\$	19,172.09
Berkshire (Town)		9,368.24
Candor (Town)		62,954.25
Candor (Village)		4,080.46
Newark Valley (Town)		71,546.83
Newark Valley (Village)		6,341.81
Nichols (Town)		16,282.48

Nichols (Village)	3,025.99
Owego (Town)	114,440.54
Owego (Village)	17,758.64
Richford (Town)	2,519.05
Spencer (Town)	7,268.95
Spencer (Village)	5,595.22
Tioga (Town)	19,147.90
Waverly (Village)	<u>12,317.59</u>
	\$371,820.04

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 414-23 ADOPT STATE EQUALIZATION REPORTS

RESOLVED: That the State Equalization Reports for County Tax be and the same hereby are approved, and that the County tax rates be the rates used in computing taxes in the several Towns.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 415-23 REAPPOINT MEMBER TO THE
BROOME-TIOGA WORKFORCE
DEVELOPMENT BOARD

WHEREAS: Chris Powers' position on the Broome-Tioga Workforce Development Board representing the Private Sector is up for reappointment for a term of 3 years; and

WHEREAS: Chris Powers has agreed to continue to serve for a three-year term on the Broome-Tioga Workforce Development Board; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoint Chris Powers to the Broome-Tioga Workforce Development Board for a three-year term effective January 1, 2024 through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 416-23 REAPPOINT MEMBER TO THE
BROOME-TIOGA WORKFORCE
DEVELOPMENT BOARD

WHEREAS: J. Brian Scanlon's position on the Broome-Tioga Workforce Development Board representing the Private Sector is up for reappointment for a term of 3 years; and

WHEREAS: J. Brian Scanlon has agreed to continue to serve for a three-year term on the Broome-Tioga Workforce Development Board; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoint J. Brian Scanlon to the Broome-Tioga Workforce Development Board for a three-year term effective January 1, 2024 through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 417-23 *REAPPOINT MEMBER TO THE
BROOME-TIOGA WORKFORCE
DEVELOPMENT BOARD*

WHEREAS: Karen Shelp's position on the Broome-Tioga Workforce Development Board representing the Private Sector is up for reappointment for a term of 3 years; and

WHEREAS: Karen Shelp has agreed to continue to serve for a three-year term on the Broome-Tioga Workforce Development Board; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoint Karen Shelp to the Broome-Tioga Workforce Development Board for a three-year term effective January 1, 2024, through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 421-23 REAPPOINT MEMBER TO THE
TIOGA COUNTY BOARD OF HEALTH

WHEREAS: Section 344 of the Public Health Law requires that members of the Board of Health shall serve six (6) year staggered terms; and

WHEREAS: The appointed term for Thomas Nyтч, DVM on the Board of Health expires 12/31/23; and

WHEREAS: The Board of Health recommends reappointment and Dr. Nyтч has agreed to serve for another term; therefore be it

RESOLVED: That Thomas Nyтч, DVM be reappointed to the Board of Health for a term of 1/1/24-12/31/29.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 422-23 ENTER INTO CONTRACT WITH
EVOLUTION CONSULTING, LLC FOR
CDL DRUG AND ALCOHOL TESTING

WHEREAS: Federal law requires random drug and alcohol testing of CDL drivers performing “safety sensitive” tasks; and

WHEREAS: Tioga County has coordinated with towns and villages within Tioga County to have testing done by an outside agency; and

WHEREAS: Tioga County has obtained three quotes for random drug and alcohol testing of CDL drivers performing “safety sensitive” tasks; and

WHEREAS: The proposal from Evolution Consulting, LLC, to perform this service, is the most cost effective; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a one-year contract for 2024 with Evolution Consulting, LLC to perform this service at the rates indicated:

Complete DOT/Non-DOT Random Testing Program:

- Random Selection of Employees Calculated Quarterly (50% for drug, 10% for alcohol)
- All Random Drug & Alcohol Tests performed quarterly on-site
- Record Management
- DOT Audit Assistance
- Regulatory Updates
- MIS Reports
- Collection Site Management
- Supervisor Training
- Laboratory and MRO Set-up with own Laboratory Account
- Online Access to Reporting 24 hours a day
- Assistance with Mediation Between MRO and DER

Additional Charges: Pre-employment, post-accident, reasonable suspicion, follow-up, or return to duty tests:

Normal Business Hours:

- | | |
|--|-------------------------------|
| • 5 Panel Urine: (in office or on-site) | \$55.00 per test |
| • Breath alcohol test (in office or on-site) | \$32.00 per test |
| • Scheduled On-site fee | \$0.70/mile to/from test site |
| • Employee No Show Fee | \$40.00 after ½ hour wait |
| • Training (as required) | \$150.00 |
| • Drug and Alcohol Policy, if needed | \$250.00 |
| • <i>Additional charges for clinic pass through fees will apply.</i> | |

Emergency and After Hours:

- Post Accident: \$150.00 plus \$0.70/mile

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL & SAFETY
PUBLIC WORKS COMMITTEE

RESOLUTION NO. 423-23 ENTER INTO CONTRACT WITH
CATAMOUNT CONSULTING FOR AUDIOGRAMS

WHEREAS: Occupational Safety and Health Administration (OSHA) requires annual audiograms and hearing conservation training for county employees whenever employee noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 85 decibels measured on the A scale (slow response) or, equivalently, a dose of fifty percent; and

WHEREAS: Tioga County has obtained quotes for audiogram testing and hearing conservation trainings; and

WHEREAS: The proposal from Catamount Consulting, to perform this service, is the most cost effective and convenient option; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a one-year contract for 2024 with Catamount Consulting to perform this service at the rates indicated:

Cost of Business Terms:

Catamount Consulting will complete the Onsite Audiometric Testing at a cost of \$1800.00 total with a deposit or PO of \$900.00. Cost includes input of prior hearing test results and new employees, and all travel costs for the technician.

Scope of Services:

- Baseline & Annual Audiogram testing for up to 40 people. Any additional employees over the contracted 40 will be charged a fee to be determined.
- Testing will take place at the Department of Public Works, 477 Rt. 96, Owego, NY 13827.
- Group testing of 6 employees every 30 minutes with hearing video.
- Test administration by computerized technology with same day results and full record-keeping package within 10 business days.
- Test performed by CADHC Certified Technicians.
- All tests verified by an Audiologist.
- All testing is OSHA/MSHA Compliant.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 424-23 *AUTHORIZE CONTRACT BETWEEN
RIVERSIDE FORENSIC PATHOLOGY, PLLC AND
TIOGA COUNTY*

WHEREAS: Riverside Forensic Pathology, PLLC will provide professional services for autopsies, laboratory testing, x-rays, and use of morgue facilities for Tioga County for the contract period of January 1, 2024 – December 31, 2024; and

WHEREAS: The contract with Riverside Forensic Pathology, PLLC calls for \$1,100 per complete autopsy examination to be paid to pathologists and various other fees depending on tests, x-rays, etc. that are needed; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Tioga County Legislative Chair to sign a contract, upon approval of the County Attorney, with Riverside Forensic Pathology, PLLC for services rendered to Tioga County at the costs listed above and for a term of 1/1/24 – 12/31/24.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
RESOLUTION NO. 425-23 *AUTHORIZE CONTRACT WITH
FAIRVIEW RECOVERY SERVICES FOR CONTRACTING
FOR MENTAL HYGIENE CONTRACTED STAFFING*

WHEREAS: Tioga County Mental Hygiene is seeking the services of Fairview Recovery Services for the purpose of contracting Mental Hygiene Contracted Staffing; and

WHEREAS: Helio Health has been performing these services in the past and has decided to not renew the contract with Tioga County Mental Hygiene; and

WHEREAS: Fairview Recovery Services has performed these services in the past for Tioga County Mental Hygiene; and

WHEREAS: Tioga County Mental Hygiene budgeted in 2024 for this contract; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into a contract with Fairview Recovery Services for \$252,000, for contracting for Mental Hygiene Contractual Staffing for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
RESOLUTION NO. 426-23 *AUTHORIZE CONTRACT WITH
TOMPKINS-SENECA-TIOGA BOCES TO
ADMINISTER PREVENTION SERVICES*

WHEREAS: Tioga County Mental Hygiene uses the services of Tompkins-Seneca-Tioga BOCES for the purpose of Alcohol and Substance Abuse Prevention in Tioga County; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: Tompkins-Seneca-Tioga BOCES has been performing these services in the past and Tioga County Mental Hygiene is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into renewal contracts with Tompkins-Seneca-Tioga BOCES, for \$10,696 plus any additional state aid received, for the continuation of Alcohol and Substance Abuse Prevention for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 427-23

AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TO ADMINISTER ONGOING INTEGRATED SUPPORTED EMPLOYMENT SERVICES

WHEREAS: Tioga County Mental Hygiene uses the services of Catholic Charities of Rochester, d.b.a. Catholic Charities Tompkins/Tioga for the purpose of Ongoing Integrated Employment Services in Tioga County; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: Catholic Charities has been performing these services in the past and Tioga County Mental Hygiene is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into a renewal contract with Catholic Charities, for \$17,637 plus any additional state aid received, for the continuation of Ongoing Integrated Employment Services for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 428-23 *AUTHORIZE CONTRACT WITH ASPIREHOPENY
TO ADMINISTER PARENT SUPPORT SERVICES*

WHEREAS: Tioga County Mental Hygiene uses the services of AspireHopeNY, Inc. for the purpose of administering Parent Support Services in Tioga County; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: AspireHopeNY has been performing these services in the past and Tioga County Mental Hygiene is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into a renewal contract with AspireHopeNY, for \$64,518 plus any additional state aid received, for the continuation of Parent Support Services in Tioga County for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 429-23 *AUTHORIZE CONTRACT WITH TRINITY
TO ADMINISTER PREVENTION AND JAIL SERVICES*

WHEREAS: Tioga County Mental Hygiene uses the services of Council on Alcohol and Substance Abuses of Livingston County, d.b.a. Trinity for the purpose of Alcohol and Substance Abuse Prevention in Tioga County and in the Tioga County Jail; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents and Tioga County Jail inmates; and

WHEREAS: Trinity has been performing these services in the past and Tioga County Mental is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into renewal contracts with Trinity, for \$270,098 plus any additional state aid received, for the continuation of Alcohol and Substance Abuse Prevention in the community as well as the Tioga County Jail for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 430-23 *AUTHORIZE CONTRACT WITH REHABILITATION SUPPORT SERVICES, INC. TO ADMINISTER PSYCHOSOCIAL CLUB, HEALTH HOME NON-MEDICAID CARE MANAGEMENT, HEALTH HOME SERVICE DOLLARS & ADMINISTRATION, SUPPORTED HOUSING RENTAL ASSISTANCE & COMMUNITY SERVICES, WARM LINE AND DROP-IN CENTER*

WHEREAS: Tioga County Mental Hygiene uses the services of Rehabilitation Support Services, Inc. (RSS) for the purpose of administering the following programs: PsychoSocial Club, Health Home Non-Medicaid Care Management, Health Home Service Dollars & Administration, Supported Housing Rental Assistance & Community Services, Warm Line and Drop-In Center; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: RSS has been performing these services in the past and Tioga County Mental Hygiene is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into a renewal contract with RSS, for \$269,914 plus any additional state aid received, for the continuation of PsychoSocial Club, Health Home Non-Medicaid Care Management, Health Home Service Dollars & Administration, Supported Housing Rental Assistance & Community Services, Warm Line and Drop-In Center in Tioga County for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 431-23 *AUTHORIZE CONTRACT WITH
LIFETIME BENEFIT SOLUTIONS, INC. TO ADMINISTER
FLEXIBLE SPENDING AND HEALTH REIMBURSEMENT
ACCOUNT PROGRAMS*

WHEREAS: Tioga County currently uses the services of Lifetime Benefit Solutions, Inc. to administer Tioga County's flexible-spending and health reimbursement account programs; and

WHEREAS: Lifetime Benefit Solutions, Inc. has submitted a new contract to continue administering said programs and conduct all required compliance testing services; and

WHEREAS: The Flexible-Spending program is a negotiated benefit for all Tioga County unionized employees; and

WHEREAS: The Health Reimbursement Account is a negotiated benefit for CSEA union employees; and

WHEREAS: Both the employees and the County can save tax dollars on money channeled through the flexible spending program; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a contract with Lifetime Benefit Solutions, Inc., subject to review by the County Attorney, for the services stated above for the period of January 1, 2024 through December 31, 2024; and be it further

RESOLVED: That Tioga County will continue with the flexible spending card for the period of January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 432-23 *AUTHORIZE CONTRACT BETWEEN
NYS OFFICE OF INDIGENT LEGAL SERVICES
AND TIOGA COUNTY*

WHEREAS: The New York State Office of Indigent Legal Services has approved the distribution of funds to counties in New York for the purpose of improving the quality of representation for persons who are legally entitled to counsel but cannot afford to hire an attorney; and

WHEREAS: Said funds are available through a three-year agreement with the NYS Office of Indigent Legal Services with a Budget of \$771,014 per year for Years 6, 7, and 8; and

WHEREAS: The amount allocated to Tioga County from NYS for the fiscal year 2023 is \$771,014; and

WHEREAS: The NYS Office of Indigent Legal Services intends to maintain the \$771,014 level of funding for the following two years thereafter; and

WHEREAS: It is necessary for Tioga County to approve entering into a three-year agreement with NYS Office of Indigent Legal Services and adopt Year 6 budget in an amount not to exceed \$771,014; and

WHEREAS: Subsequent year's budgets will be presented to the Tioga County Legislature for approval; therefore be it

RESOLVED: That the Tioga County Legislature hereby approves the Year 6 budget of said distribution in an amount not to exceed \$771,014 and further approves entering into a three-year contract for Years 6, 7, and 8 with the NYS Office of Indigent Legal Services; and be it further

RESOLVED: That the Tioga County Legislature hereby authorizes the Chair of the Legislature to execute said Year 6 distribution contract with the NYS Office of Indigent Legal Services.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 433-23 *RESOLUTION TO APPROVE A CONTRACT BETWEEN THE TIOGA CO. PROBATION DEPT. & THE FAMILY AND CHILDREN'S COUNSELING SERVICES TO PROVIDE ADULT & JUVENILE SEXUAL OFFENDER ASSESSMENT AND TREATMENT SERVICES IN THE JOURNEY PROJECT*

WHEREAS: The Legislature approved a contract between Tioga County Probation Department and The Family and Children's Society for the provision of adult and juvenile sex offender treatment in 2023; and

WHEREAS: The Family and Children's Society contract with Tioga County Probation provides for a total of 21 sexual offender slots as follows: 15 adult assessment and treatment slots; 10 adult safety monitor education slots; 6 juvenile offender assessment and treatment slots and 10 parent safety monitor education slots for a cost of \$123,840 annually; therefore be it

RESOLVED: That the Probation Director is approved to contract in 2024 with The Family and Children's Society to provide adult sexual offender assessment and treatment, juvenile sexual offender assessment and treatment and educational sessions for adult supervisors and parent supervisors in the amount of \$123,840 annually.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 434-23 *RESOLUTION TO CONTRACT WITH
NATIONAL TEST SYSTEMS FOR INSTANT URINE TESTS
AND LAB TESTING*

WHEREAS: Tioga County Probation needs to purchase instant urine testing products and lab services to provide confirmed test results for defendants and respondents court ordered to submit to substance abuse testing; and

WHEREAS: Tioga County Probation has obtained three estimates for the purchase of instant urine testing products as follows:

1. Premier Biotech - \$3.60 each for 12 panel test
(AMP/BAR/BUP/BZO/COC/MDMA/MET/MTD/OPI/OXY/PCP/THC).
Lab testing \$19.95 per analyte plus \$15.00 shipping per shipment per bag
2. Drug Tests in Bulk - \$3.50 each for 16 panel test
(AMP/BAR/BUP/BZO/COC/ETG/FEN/K2/MET/MDMA/MTD/OPI/PCP/THC/TRA)—
only supply cups, no lab testing
3. National Test Systems - \$3.60 each for 12 panel test plus adulterant test
(COC/THC/MOP/AMP/MET/BZO/MTD/OXY/MDMA/BUP/FEN/ETG)

And

WHEREAS: The cost to purchase testing supplies from National Test Systems is less expensive and more expeditious for Probation's testing program; and

WHEREAS: Tioga County Probation has been using National Test Systems for their lab services and purchasing their urine samples. Confirmation with pricing as follows:

Class I Drugs: (AMP/MET/MDMA/THC/COC/BAR/MTD/PCP):	\$17.00/ drug
Class II Drugs: (OPI/OXY/6MAM/BZO/BUP/FYL/GABA/KRA/TRAM):	\$24.00/ drug
Class III Drugs: (K2/SPICE):	\$44.00/ drug

Therefore be it

RESOLVED: That the Tioga County Probation Director is approved to contract with National Test Systems to purchase instant testing supplies and lab services from

November 1, 2023 to October 31, 2024, if the contract is approved by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 435-23 *RESOLUTION TO AMEND THE CONTRACT
BETWEEN THE TIOGA COUNTY PROBATION DEPT. AND
BUDDI US, LLC*

WHEREAS: The Probation Department is need of Electronic and Alcohol Monitoring Services to provide alternative to incarceration and alternative to detention services via Court order for Tioga County adults and juveniles; and

WHEREAS: Probation has been contracting with a company, Buddi, US, LLC that is willing to provide Electronic Monitoring Services to Tioga County Probation at the cost of \$3.80 per day per unit; and

WHEREAS: The Tioga County Attorney has previously approved a contract with Buddi US, LLC that will charge the County \$3.80 per day per unit, with no fee for units on the shelf. Said contract includes a rollover clause that allows the contract to roll over year to year unless terminated by one of the parties; and

WHEREAS: Tioga County Probation has amended and enlarged said contract to include alcohol monitoring and insurance on monitoring units. The new contract having been approved by the Tioga County Attorney will have Tioga County Probation charged for electronic monitoring, alcohol monitoring, and cell phone monitoring as follows:

Electronic Monitoring: \$3.80 per day + \$0.65 per day insurance – total \$4.45/day
Alco Tag + GPS: \$9.00 per day + \$0.65 per day insurance – total \$9.65/day
Alco Tag only: \$6.75 per day + \$0.65 per day insurance - total \$7.45/day
Cell Phone check in app: \$1.00 per day

And

WHEREAS: Tioga County Probation has budgeted funds for Electronic Monitoring services for 2024 in the amount of \$3,500 in account number A3142.540140 – Contracting Services; therefore be it

RESOLVED: That Tioga County Probation Director is approved to enter into the Amended Enlarged contract with Buddi US, LLC to provide Electronic Monitoring hardware and alcohol monitoring hardware, and internet accessible software for adults and juveniles to the Probation Department as part of the County's Alternative to Incarceration and Alternative to Detention programming.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 436-23 *AUTHORIZE CONTRACT WITH DELTA DENTAL
TO ADMINISTER DENTAL BENEFITS*

WHEREAS: Tioga County uses the service of the CSEA Employee Benefit Fund to administer dental insurance benefits for Management/Confidential employees of Tioga County; and

WHEREAS: Employees have expressed a desire for more competitively priced dental benefits; and

WHEREAS: Delta Dental has offered a plan with similar coverage at a lower rate than the CSEA Employee Benefit Fund; and

WHEREAS: Delta Dental has offered a two-year rate guarantee; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a contract with Delta Dental, subject to review by the County Attorney, to administer dental insurance benefits for Tioga County for the period January 1, 2024, through December 31, 2025; therefore be it

RESOLVED: That the Delta Dental insurance plan will be the only dental insurance plan made available to Management/Confidential employees during the contract period.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 437-23 *AMEND RESOLUTION NO. 390-23;
AUTHORIZE 2023-2024 CONTRACTS WITH
SADD SCHOOL ASSOCIATES
STOP DWI*

WHEREAS: Resolution No. 390-23 authorized contracts for the SADD School Associates for the 2023-2024 school year; and

WHEREAS: This resolution had erroneously listed Erika Brown as the SADD School Associate for the Spencer Van Etten School District; and

WHEREAS: Michelle Varner is the designated SADD School Associate for Spencer Van Etten School District and should receive the compensation in the amount of \$100 each month for the ten months of the school year, not to exceed \$1,000 for the year; therefore be it

RESOLVED: That Resolution No. 390-23 be amended to reflect Michelle Varner as the SADD School Associate for Spencer Van Etten School District.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 438-23 *RESOLUTION TO APPROVE AND ENTER INTO
A MEMORANDUM OF UNDERSTANDING (MOU)
WITH IPPC TECHNOLOGIES FOR SEX OFFENDER
MONITORING*

WHEREAS: Tioga County Probation is in need of a monitoring system for an enhancement to sex offender supervision in 2023; and

WHEREAS: This enhancement will monitor the cell phones, computers, and other devices that can access the Internet on the probationers that have been convicted of a sex offense; and

WHEREAS: Tioga County has coordinated with IPPC Technologies for Sex Offender Monitoring; therefore be it

RESOLVED: That the Tioga County Legislature authorizes Tioga County Probation to enter into a Memorandum of Understanding (MOU) with IPPC Technologies for Sex Offender monitoring.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 439-23 *AUTHORIZING LEGISLATIVE CHAIR SIGNATURE
ON MEMO OF UNDERSTANDING (MOU) WITH
TIOGA COUNTY SOIL AND WATER
CONSERVATION DISTRICT*

WHEREAS: Sustainability, as part of the Reduce, Reuse Recycle Program, would like to purchase one hundred (100) Orbis 80 Gallon Earth Machine Composters to sell at cost to residents of Tioga County; and

WHEREAS: Sustainability does not have the space needed to house the composters; and

WHEREAS: Soil and Water has offered to house said Orbis 80 Gallon Earth Machine Composters to residents of Tioga County; and

WHEREAS: Sustainability and Soil and Water have agreed that Soil and Water shall house and distribute said composters to the residents of Tioga County; and

WHEREAS: Tioga County and the Tioga County Soil and Water Conservation District are desirous of having a Memo of Understanding with regard to this agreement in place; therefore be it

RESOLVED: That the Tioga County Legislature agrees to authorize the Legislative Chair to sign the Memo of Understanding between the Tioga County Soil and Water Conservation District and Tioga County.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 440-23 *AUTHORIZING LEGISLATIVE CHAIR SIGNATURE
ON MEMO OF UNDERSTANDING (MOU) WITH
TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY*

WHEREAS: The Tioga County Industrial Development Agency (TCIDA) will execute the contract with Deluge for professional services for public relations/social media; and

WHEREAS: The professional services will be split between TCIDA, Tioga County Property Development Corporation, Tioga County Economic Development & Planning Department, and Tioga County Sustainability; and

WHEREAS: The TCIDA will invoice the following Departments for 2023 and 2024 as follows:

Tioga County Property Development Corporation: \$1,250 for 2023 and \$1,718.18 for 2024

Tioga County Economic Development: \$1,250 for 2023 and \$1,718.18 for 2024

Tioga County Planning: \$1,250 for 2023 and \$429.55 for 2024

Tioga County Sustainability: \$2,695 for 2023 and \$3,865.91 for 2024

Therefore be it

RESOLVED: That Tioga County and the Tioga County Industrial Development Agency are desirous of having a Memo of Understanding with regard to this agreement in place; and be it further

RESOLVED: That the Tioga County Legislature agrees to authorize the Legislative Chair to sign the Memo of Understanding between the Tioga County Industrial Development Agency, Tioga County, and Tioga County Property Development Corporation.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ITCS COMMITTEE

RESOLUTION NO. 441-23 AUTHORIZATION LEASE FOR EMPIRE ACCESS

WHEREAS: The Tioga County Legislature recognizes the importance of quality Internet services for businesses and residents within the county borders; and

WHEREAS: The ITCS Department has helped facilitate that development through work with Empire Access, providing a "POP" (Point of Presence) location in the County data center that can be utilized by providers to connect to the Empire Access fiber optic network; and

WHEREAS: The provider, Empire Access, has approached the County to lease space to maintain a data rack at a rate of \$250 per month for a lease term of 5 years, renewable 3 times for a total of 15 years; and

WHEREAS: The provider, Empire Access, will discount the County's monthly recurring Business Internet Services fees at the rate of \$250 per month as payment for this lease agreement; therefore be it

RESOLVED: That the Chair of the Tioga County Legislature is hereby authorized to sign the associated lease agreement with Empire Access at a rate of \$250 per month for a lease term of 5 years, renewable three times for a total of 15 years, in accordance with Local Law 4 of 2001.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ITCS COMMITTEE

RESOLUTION NO. 442-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT

WHEREAS: The Tioga County Legislature recognizes the need to maintain efficient government operations and achieve cost savings for services where applicable; and

WHEREAS: The Information Technology and Communication Services Department has conducted extensive work with the municipality of Candor (Town) to identify and plan a shared IT services arrangement to be implemented in 2023; and

WHEREAS: This process has identified that implementing shared services with the Town of Candor will achieve a cost savings for the municipality and provide revenue to the County to offset existing service costs; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the Legislative Chair to sign paperwork associated with the shared services agreement for the Town of Candor, contingent upon review and approval by the County Attorney and Chief Information Officer.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 443-23

*AUTHORIZE APPLICATION TO THE NYS OFFICE
OF MENTAL HEALTH COMMUNITY MENTAL HEALTH
LOAN REPAYMENT PROGRAM*

WHEREAS: The NYS Office of Mental Health in an effort to address critical staffing shortages has instituted the OMH Community Mental Health Loan Repayment Program; and

WHEREAS: This program is a student loan repayment program;

WHEREAS: This program will support specific titled licensed mental health professionals in eligible mental health programs; and

WHEREAS: An eligible program is required to apply on behalf of the eligible individual for funds to be used to repay qualified education loans, over a three-year period; and

WHEREAS: Tioga County Mental Hygiene is an eligible program; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to apply to the NYS Office of Mental Health to be an eligible program for mental health staff to apply for education loan repayment.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 444-23 *AMEND RESOLUTION NO. 291-19;
AUTHORIZE AMENDED AGREEMENT WITH
MOTOROLA SOLUTIONS CHANGE ORDER #4
EMERGENCY SERVICES*

WHEREAS: Resolution No. 291-19 authorized the Director of Emergency Services to enter into an agreement with Motorola Solutions for a P25 Phase 1 Digital Simulcast Trunked Radio System at an amount not to exceed \$9,620,000; and

WHEREAS: Resolution No. 23-22 authorized an additional \$3,100,000 to convert to a P25 Phase 2 Digital Simulcast Trunked Radio System for more ample radio coverage; and

WHEREAS: With the progression of the radio project, Motorola Solutions has prepared Change Order #4 that adds the cost of building 4 new tower sites, refurbishing one county owned site, and adding our equipment to PA State Police site. Additionally, the change order includes enhancements to radio and telephone equipment that has changed since the original contract of 2019. The

total cost of the equipment and services provided in Change Order #4 is not to exceed \$5,650,000; therefore be it

RESOLVED: That the County Legislature hereby authorizes an agreement with Motorola Solutions, 500 West Monroe Street, 44th Floor, Chicago, IL 60661 for the construction of 4 new tower sites, refurbishment of one existing site, along with changes and enhancements to communications equipment; and be it further

RESOLVED: That the County has designated funding in the State Interoperable Grants; ARPA; Reserves; and Surcharge accounts; therefore be it

RESOLVED: That the Chair of the Legislature is authorized to execute any such agreements, documents, or papers, approved as to form by the County Attorney, as may be necessary to implement the intent and purpose of this resolution.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 445-23 *APPLY FOR INDIGENT LEGAL SERVICES GRANT*

WHEREAS: The New York State Office of Indigent Legal Services has made available to Tioga County a three-year, non-competitive grant totaling \$123,804.00 to improve the quality of Indigent Legal Services provided under Article 18-B of the County Law; and

WHEREAS: Tioga County realizes the importance of providing quality representation to indigent individuals; and

WHEREAS: The grant funds will be used:

1. To partially fund the positions listed below:
 - a. Chief Public Defender
 - b. Family Court Public Defender

- c. Family Court Paralegal
 - d. Part-time First Assistant Public Defender
 - e. Part-time Second Assistant Public Defender
 - f. Part-Time Assigned Counsel Administrator
 - g. Part-Time Assigned Counsel Assistant
2. To fund the on-line research tool for the Public Defender's Office.
 3. To fund the annual support for the PD CMS system.
 4. To partially fund Investigative, Expert Witness, Transcripts, and Training for the Public Defender's Office.

Therefore be it

RESOLVED: That the Assigned Counsel Administrator be authorized to submit the appropriate grant application for the purpose of securing this funding.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 446-23 *AUTHORIZE ACCEPTANCE OF 2024 NYS PTS GRANT
(PTS-2023-TIOGA CO SO-00118-054)
APPROPRIATION OF FUNDS &
MODIFY 2023 BUDGET
SHERIFF'S OFFICE*

WHEREAS: The Sheriff's Office applied for and was awarded a NYS PTS (Police Traffic Services) grant (PTS-2023-Tioga Co-SO-00118-054) in the amount of \$12,540; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorize the acceptance of this award; and be it further

RESOLVED: That the 2023 budget be modified and funds be appropriated to the following accounts:

FROM: A3110.445890 Federal Aid – Other Transportation \$12,540
TO: A3110.510030 Sheriff Overtime \$12,540

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 447-23 *AUTHORIZE ACCEPTANCE OF THE
NYS 2023 PSAP OPERATIONS GRANT AND
MODIFY 2023 BUDGET*

WHEREAS: The Sheriff's Office applied for and was awarded a NYS Office of Interoperable and Emergency Communications PSAP Operations grant in the amount of \$109,805; and

WHEREAS: This funding will reimburse the E911 budget for Dispatcher personnel service costs incurred in 2023; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award; and be it further

RESOLVED: That the 2023 budget be modified to reflect this state aid and that this funding be receipted with the following revenue account.

Revenue Account: A3020 433310 \$129,044

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 448-23 *REQUESTING TIOGA COUNTY OFFICE OF EMERGENCY SERVICES BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Office of Emergency Services conducts training courses and at these events provides food, beverages, and supplies to those in attendance as well as information on resources, benefits, and services available to emergency management teams; and

WHEREAS: County Policy – Section III; Subsection H. Purchase of Food, Beverages and Supplies limit expenses to \$150 per event; and

WHEREAS: The Tioga County Office of Emergency Services held an I-300 Intermediate Incident Command System course (24 hours) in September, that exceeded the \$150.00 per event limit, and requests to exceed the event limit must be made by resolution and require the approval of the County Legislature:

September 12 – Lunch/Dugans Parkview – A3410.540360 – Meals/Food \$161.10

September 13 – Lunch/Dugans Parkview – A3410.540360 – Meals/Food \$124.50

September 14 – Lunch/Dugans Parkview – A3410.540360 – Meals/Food \$227.10

And

WHEREAS: The Tioga County Emergency Services budget (A3410.540360) has sufficient funds to cover the above-referenced food costs; therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Office of Emergency Services to exceed the per event limit using funding as identified.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 449-23 *REQUESTING TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Veterans Service Agency (TCVSA) conducts multiple community outreach events monthly and at these events provides food, beverages, and supplies to those in attendance as well as information on resources, benefits, and services available to veterans, military, and their families; and

WHEREAS: County Policy – Section III; Subsection H. Purchase of Food, Beverages, and Supplies limit expenses to \$150 per event; and

WHEREAS: The TCVSA will be holding the following events in November and December, with grant funds being used, that will exceed the \$150.00 per event limit, and requests to exceed the event limit must be made by resolution and require the approval of the County Legislature:

November 9 – Thanksgiving Grocery Giveaway, Dwyer Grant - \$1,000.00

November 12-15 – Onward Ops @ Ft. Drum, ETS Grant - \$500.00

November 29-30 – MHFA Class, Dwyer Grant - \$700.00

December 2 – MHFA Class, Dwyer Grant - \$1,000.00

December 9 – Army/Navy Game Watch Party, Dwyer Grant, \$1200.00

Therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Veterans' Service Agency to exceed the per event limit using grant funding as identified, noting that TCVSA will not exceed the total amount mentioned for each event above.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. 450-23

AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL-AID PROJECT AND APPROPRIATING FUNDS

WHEREAS: A project for the Tioga County Bridge Preventative Maintenance Program Phase 10 (FFY 24), PIN 9754.59 (the Project) is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds and 20% non-Federal Funds; and

WHEREAS: The County of Tioga desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the costs of the Preliminary Engineering / Design work.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVED: That the Tioga County Legislature hereby approves the above-subject project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorized the County of Tioga to pay in the first instance 100% of the Federal and non-Federal share of the cost of the Preliminary Engineering / Design work for the Project or portions thereof; and it is further

RESOLVED: That the sum of \$10,000 is hereby appropriated from account D5110.540050 and made available to cover the costs of participation in the above phases of the Project; and it is further

RESOLVED: That in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, the Tioga County Legislature shall

WHEREAS: The Catholic Charities Tompkins/Tioga (CCTT) organization has proposed a project wherein a 5-bedroom home will be rented for veterans/men in need of transitional housing who are struggling with poverty, substance use or other issues leaving them without housing or support, as well as other case management services; and

WHEREAS: The funding requested would help CCTT get started with renting a home, provide the needed case management, and assist individuals with community and employment opportunities; and

WHEREAS: It has been determined by the US Treasury that ARPA funds granted shall be considered obligated by calendar year end 2024, and expended by the end of calendar year 2026; and

WHEREAS: Upon the successful receipt and review of the One Time ARPA request form(s), both the Legislative Chair and the ARPA Fund Administrator have granted their approval of the form(s), and have submitted the request to the Tioga County Legislature for final review and approval; and

WHEREAS: Legislative approval is needed for the use of any American Recovery Funds; therefore be it

RESOLVED: That ARPA funds in the 2023 Budget be appropriated as follows:

FROM:	A1325 540429 M7674 OUTSIDE SUPPORT-ARPA	\$250,000
TO:	VID: 829 CATHOLIC CHARITIES	\$250,000
	Manual Check Payment	

Chair Sauerbrey spoke. "This funding will help to house men who need a place to stay when they come out of prison or when they are homeless and need to start a new beginning. This is a really good thing. This is a very small part in a very big problem."

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 452-23 *TRANSFER AUTHORIZED CAPITAL PROJECT
AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO
FUND ACCESS CONTROL SYSTEM UPGRADE FOR
PROBATION DEPARTMENT*

WHEREAS: The Chief Information Officer has identified a need and made a recommendation to the Tioga County Legislature for the installation of an additional door reader and electric strike and the upgrade of existing intercom system within the Probation Department; and

WHEREAS: American Rescue Plan Act "ARPA" funds have been appropriated in the Tioga County 2023 Capital Budget in account H1680 520620 M7674 for use specifically as designated by the Tioga County Legislature for Access Control; and

WHEREAS: The Chief Information Officer would like to designate \$4,934.32 of those American Rescue Plan Act "ARPA" funds for use in the purchase of necessary Access Control Hardware and licenses at the Tioga County Probation Department; and

WHEREAS: The Tioga County Legislature shall oversee and authorize all ARPA expenditures whether budgeted or not; and

WHEREAS: Legislative approval is needed to amend the ITCS 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the ITCS 2023 Capital Budget:

From: H1680 520620 M7674	Software Expense – ARPA	\$4,934.32
To: H1680 521090 M7674	Computer – ARPA	\$4,934.32

And be it further

RESOLVED: The Chief Information Officer is authorized to purchase (1) Verkada AD33 Multi-format Card Reader with associated 10-year door license and (1) Verkada TD52 Video Intercom with associated 10-year Intercom License and one electric door strike and installation with ARPA funds appropriated from the following accounts for no more than the amount requested:

From: H1680 521090 M7674	Computer – ARPA	\$4,934.32
--------------------------	-----------------	------------

FROM:	CI8042 540140 M7674 Contracting Services-ARPA	\$5,951.36
TO:	H1680 521090 M7674 Computer- ARPA	\$3,605.18
	H1680 520620 M7674 Software Expense-ARPA	\$2,346.18

And be it further

RESOLVED: That the Tioga County Legislature authorizes the purchase one (1) Verkada CM52-E PTZ camera, one (1) Verkada CB62-E Bullet camera and two (2) Ten-year camera licenses from Infnit Technology Solutions, 7037 Fly Road, East Syracuse, NY 13057 using the PEPPM Purchasing Program, not to exceed \$5,951.36, to be paid out of the following accounts:

H1680 521090 M7674 Computer -ARPA	\$3,605.18
H1680 520620 M7674 Software Expense-ARPA	\$2,346.18

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. 454-23 *AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIRS FOR THE TREASURER’S OFFICE*

WHEREAS: The Treasurer’s Office has identified a need for the replacement of two chairs; and

WHEREAS: The Treasurer's Office chair expense account A1325 520070 has no funds available at this time; and

WHEREAS: Budget Amendments and Transfers require Legislative approval; therefore be it

RESOLVED: That funding be transferred and appropriated as follows:

FROM:	A1325 540140	Contracting Services	\$600.00
TO:	A1325 520070	Chairs	\$600.00

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO:	ADMINISTRATIVE SERVICES COMMITTEE FINANCE/LEGAL COMMITTEE
--------------	--

RESOLUTION NO. 455-23	<i>TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY</i>
-----------------------	--

WHEREAS: The Tioga County Veteran Services' Agency (TCVSA) needs to purchase a new printer; and

WHEREAS: The TCVSA shall be utilizing funds as allowed by ARPA program guidelines to pay for the necessary printer; and

WHEREAS: The TCVSA consulted with Chief Information Officer regarding repairing or replacing printer and he recommended replacing the printer with exact make and model due to it being cheaper to replace than repair; and

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

RESOLVED: That TCVSA budget be modified, and the following sums be transferred within the 2023 TCVSA budget to cover the costs of the printer needed:

From: A6510 540640 M7674	Supplies (Not Office) - ARPA	\$ 189.00
To: A6510 520621 M7674	Computer Equipment - ARPA	\$ 189.00

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 456-23 TRANSFER OF FUNDS
BUDGET MODIFICATION
MENTAL HYGIENE

WHEREAS: Tioga County is required to pay the full costs for Criminal Court Ordered Psychiatric Care for persons assigned Criminal Psychiatric services by Tioga County Courts; and

WHEREAS: Tioga County Mental Hygiene has received notice by New York State Office of Mental Health that two Tioga County residents were assigned these services, along with the required documentation and payment amount; and

WHEREAS: Tioga County Mental Hygiene has determined the amount of additional funding needed for these already incurred mandated expenses within its own budget, yet this will require a budget modification and transfer of funds; and

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

RESOLVED: That the Tioga County Mental Hygiene 2023 budget be modified, and funds be transferred as follows:

From: A4210 510010 Salary Full Time \$ 26,376.85

To: A4390 540590 Criminal Psychiatric: Services Rendered \$ 26,376.85

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 458-23 *BUDGET MODIFICATION 2023 AND TRANSFER FUNDS
PUBLIC WORKS*

WHEREAS: The Legislature is in need of replacement chairs for the Legislative Conference Room; and

WHEREAS: The Legislative Clerk has received a quote on NYS Contract #PC68336 for the replacement chairs; and

WHEREAS: The Tioga County Public Works Department has the funding needed to fulfill this request within its own budget, yet this will require a budget modification and transfer of funds; and

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

RESOLVED: That the Tioga County Legislature authorize the creation of budget line A1620.520070 Chairs; and it is further

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2023 Budget:

From: A1620.540140	Contracting Services	\$6,000.00
To: A1620.520070	Chairs	\$6,000.00

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL AND SAFETY

RESOLUTION NO. 459-23 *ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET
AND TRANSFER FUNDS
SAFETY OFFICE*

WHEREAS: The Safety Officer has a need for a stand/bookcase to serve as a security checkpoint at the main entrance; and

WHEREAS: The bookcase selected by the Safety Officer for this purpose costs \$132.70; and

WHEREAS: Furniture must be purchased using a Furniture expense line 520210 and the 2023 Safety budget does not have this established line; and

WHEREAS: Legislative approval is required for budget amendments and transfer of funds; therefore be it

RESOLVED: That a 520210 Furniture line be established in the Safety budget and that the following funds be transferred for said purchase:

From:	CI8042	540733	Training/All Other	\$ 132.70
To:	CI8042	520210	Other Furniture	\$ 132.70

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 460-23 *AMEND BUDGET AND TRANSFER FUNDS
CLEANING STAFF - PUBLIC WORKS*

WHEREAS: Tioga County Public Works created eight (8) new cleaning staff positions within their department by way of Resolution Nos. 370-23 and 405-23; and

WHEREAS: Resolution No. 370-23 states that funding for the new positions will be transferred from within the current budget; and

WHEREAS: Amending the budget and transfer of funds requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the following budget amendment and transfer of funds:

From:	A1620.540140	Contracting Services	\$80,225.00
To:	A1620.510010	Full Time	\$50,000.00
	A1620.581088	State Retirement Fringe	\$ 6,100.00
	A1620.586088	Health Insurance Fringe	\$18,000.00
	A1620.585588	Disability Insurance Fringe	\$ 100.00
	A1620.584088	Workers Compensation Fringe	\$ 2,000.00
	A1620.583088	Social Security Fringe	\$ 4,000.00
	A1620.588988	EAP Fringe	\$ 25.00

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE
 LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 461-23 AMEND 2023 BUDGET AND TRANSFER FUNDS
 SOLID WASTE

WHEREAS: Tioga County Solid Waste's Sustainability Manager has funds from a Clean Energy Communities grant; and

WHEREAS: These funds are for energy efficiency and clean energy equipment; and

WHEREAS: Buildings & Grounds determined purchasing LED Parking Lot Area Lights for HHS parking lot is the best use of these funds and amending of Budget and Transfer of Funds requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the transfer of \$2,351.93 and appropriate funds as follows:

From: A8160 520280	Tools Large/Power	\$2,221.08
From: A8160 542640	Supplies (Not Office)	\$ 130.85
To: A8160 520130	Equipment (Not Car)	\$2,351.93

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. 462-23 *AMEND BUDGET & TRANSFER OF FUNDS*
TREASURER'S OFFICE

WHEREAS: The cost of Community College has increased, along with an increase of enrollment numbers; and

WHEREAS: Additional funding is needed to meet mandated costs; and

WHEREAS: The Treasurer's Office has identified the amount of additional funding needed in 2023; and

WHEREAS: The Budget Office identified available funding in General Fund Balance; and

WHEREAS: Budget Amendments and Transfer of Funds require Legislative approval; therefore be it

RESOLVED: That funding be transferred and appropriated as follows:

FROM:	A.390900	Fund Balance	\$250,000
TO:	A2490.540487	Program Expense	\$250,000

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 463-23 AMEND BUDGET & TRANSFER OF FUNDS
PUBLIC HEALTH

WHEREAS: The costs of the New York State mandated Preschool School Supportive Health Services Program ("Preschool") are larger than the budgeted 2023 amounts; and

WHEREAS: Additional funding is needed to meet the mandated costs; and

WHEREAS: Public Health has identified a portion of the needed funds available within their Early Intervention Escrow account; and

WHEREAS: The additional costs will result in additional revenues from Fees and state aid reimbursement; and

WHEREAS: Budget Amendments and Transfers of Funds require Legislative approval; therefore be it

RESOLVED: That funding be transferred and appropriated as follows:

From: A2960 434600	State Aid- Handicapped Education	\$ 13,125
A2960 416050	Fees- Handicapped Education	\$ 10,000
A4044 540487	Program Expense	\$125,000
To: A2960 540590	Services Rendered	\$148,125

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 464-23 AMEND 2023 BUDGET & TRANSFER FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) has need for additional badge access installations on doors in their Clinic area; and

WHEREAS: TCPH has discussed with the Commissioner of Public Works and worked with the Chief Information Officer on the plan to purchase the necessary equipment; and

WHEREAS: TCPH has funds available in their 2023 Capital budget due to savings on some vehicles that were purchased as part of the DPW Capital Vehicle Plan, yet requires transfer to appropriate budget lines; and

WHEREAS: As this is for the TCPH Clinic and using TCPH budgeted funding, it will be eligible for State Aid reimbursement; and

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

RESOLVED: That funding be transferred and appropriated as follows:

From: H4011 520060 Car/Truck \$ 9,217.13

To: H4011 520130 Equipment (Not Car) \$ 9,217.13

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 465-23 AMEND BUDGET & APPROPRIATE FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) has been awarded additional funding from NYS Department of Health; and

WHEREAS: The funding originated from the Centers for Disease Control and is being distributed through Health Research Inc.; and

WHEREAS: The funding is for the “Pilot Program for Protecting Vulnerable Private Wells and Smaller Water Systems”; and

WHEREAS: Resolution No. 238-22 appropriated the initial funding award, which the balance will still be available through the new funding period; and

WHEREAS: The new funding period is through August 31, 2024; and

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

RESOLVED: That funding be appropriated as follows:

From: A4090 434500-WELL State Aid-Public Health-Well \$ 44,000

To: A4090 540595-WELL Services Rendered-Well \$ 44,000

And be it further

RESOLVED: That the balance of this funding on 12/31/2023 be carried forward into the 2024 budget in the same budget lines.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 466-23 *REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL*

WHEREAS: The Assigned Counsel Attorney reimbursement rate was increased effective April 1, 2023 and the Assigned Counsel account will not have sufficient funds for the remainder of 2023; and

WHEREAS: Contingency Funds will need to be transferred from the Contingency Account to the Assigned Counsel Account, & Modify Assigned Counsel 2023 Budget to accommodate the increase in the rates for 2023; and

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

RESOLVED: That the Tioga County Legislature authorizes a transfer as follows:

From: A1990 540715 Contingency Transfer \$60,000

To: A1172 540030 Assigned Counsel \$60,000

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 467-23 *UPDATE CHART OF ACCOUNTS AND
AMEND 2023 BUDGETS FOR TREASURER'S OFFICE AND
BUDGET OFFICE*

WHEREAS: The Treasurer's Office has identified two accounts that they would like to see removed from their Org A1325; and

WHEREAS: The Budget Officer agrees they would be better classified under Budget Org A1340; and

WHEREAS: Legislative approval is required to amend budget; therefore be it

RESOLVED: That A1325 411400 Emergency Telephone E911 Surch be merged to A1340 411400 Emergency Telephone E911 Surch; and be it further

RESOLVED: That A1325 427350 Opioid Settlement Funds be merged to A1340 427350 Opioid Settlement Funds.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 468-23 *AUTHORIZE APPOINTMENT OF
MENTAL HYGIENE COMPLIANCE OFFICER
MENTAL HYGIENE*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The position of Mental Hygiene Compliance Officer (\$59,610-\$69,610; Management/Confidential) was created and funded as of October 10, 2023 by way of Resolution No. 406-23; and

WHEREAS: Following recruitment efforts, the Director of Community Services has identified a well-qualified candidate that she would like to appoint to said title; therefore be it

RESOLVED: That the Director of Community Services is authorized to provisionally appoint Angelica Deyo-Cruz to the title of Mental Hygiene Compliance Officer, at an annual Management/Confidential salary of \$62,105, effective November 20, 2023; and be it further

RESOLVED: That in accordance with Tioga County Employee Handbook Management/Confidential Benefits policy, Ms. Deyo-Cruz shall be eligible for any authorized 2024 Management/Confidential salary increase effective May 20, 2024, following a successful six-month evaluation.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standing and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 469-23 *AUTHORIZE APPOINTMENT OF PUBLIC DEFENDER
(PUBLIC DEFENDER)*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The Public Defender position will become vacant upon the retirement of the current incumbent, George Awad on December 30, 2023; therefore be it

RESOLVED: That the Tioga County Legislature is authorized to promote Thomas Cline to the title of Public Defender, at an annual, Management/Confidential salary of \$116,940, effective January 1, 2024, for the balance of the four-year term which shall continue through December 31, 2025; and be it further

RESOLVED: That in accordance with Tioga County's Civil Service Rules, Mr. Cline shall serve a probationary period of eight to fifty-two weeks; and be it further

RESOLVED: That in accordance with Tioga County Employee Handbook Management/Confidential Benefits policy, Mr. Cline shall be eligible for any authorized 2024 Management/Confidential salary increase effective July 1, 2024, following a successful six-month evaluation.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 470-23 *APPOINTMENT OF REPUBLICAN
ELECTION COMMISSIONER
BOARD OF ELECTIONS*

WHEREAS: Legislative approval is required for any appointment to a management/confidential position within Tioga County; and

WHEREAS: Due to retirement, the Republican Election Commissioner for the Republican Party will become vacant as of December 2, 2023; and

WHEREAS: The Chairman of the Republican Party has submitted their recommendation to the Clerk of the Legislature; therefore be it

RESOLVED: That Kelly Johnson be and hereby is appointed Election Commissioner for the Republican Party effective December 2, 2023, through December 31, 2024, at the annual M/C salary of \$51,988.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 471-23 APPOINTMENT OF ELECTION WORKER PART-TIME

WHEREAS: Legislative approval is required for any appointment to any position not covered by a collective bargaining agreement or part of the Management/Confidential listing; and

WHEREAS: The position of Election Worker, Part-Time (Republican), has been vacant since September 19, 2023; and

WHEREAS: Authorization to backfill the vacancy was approved on October 10, 2023; and

WHEREAS: The Election Commissioners have selected a candidate to fill said vacancy; therefore be it

RESOLVED: That Tiffanie M. Rosenberger shall be appointed as Election Worker effective November 15, 2023, at the 2023 rate of \$14.47/hr.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 472-23 *AUTHORIZE POSITION RECLASSIFICATION
PUBLIC WORKS*

WHEREAS: Legislative approval is required for position reclassification; and

WHEREAS: On October 20, 2023, the Personnel Department received a position description questionnaire from Christopher Smith, Maintenance Mechanic I (CSEA grade 5) who works within the Building and Grounds unit of the Public Works Department; and

WHEREAS: This resulted in the review of work tasks performed by Mr. Smith in comparison to the Maintenance Mechanic classification levels; and

WHEREAS: Due to the type of work assigned to and performed by Mr. Smith which routinely involves two skill trades, the Personnel Officer has determined justification exists to classify Mr. Smith to a Maintenance Mechanic II (CSEA grade 4); therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification of one Maintenance Mechanic I position currently filled by Christopher Smith to Maintenance Mechanic II and that Mr. Smith receive an increase of \$0.78 to his current hourly rate; and be it further

RESOLVED: That Christopher Smith's new hourly rate will be \$19.53 retroactive to October 20, 2023.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 473-23 RECLASSIFY AND FILL UNFUNDED VACANT POSITIONS
AND ABOLISH POSITIONS
SHERIFF'S OFFICE

WHEREAS: Legislative approval is required for all position reclassifications and funding of positions; and

WHEREAS: One full-time Deputy Sheriff and one full-time Road Patrol Sergeant position have been unfunded and vacant since December 5, 2009 and August 1, 2010 respectively; and

WHEREAS: The Sheriff has reviewed staffing needs and has determined that two Deputy Sheriff positions are needed to meet the demands of the Road Patrol Division; and

WHEREAS: To meet this need, the Sheriff would like to fund the Deputy Sheriff position and reclassify and fund the Road Patrol Sergeant position to a Deputy Sheriff; and

WHEREAS: The Sheriff would like to abolish one part-time Cook and one part-time Deputy Sheriff position effective January 1, 2024 with funding from these positions being used to offset the partial cost of two full-time Deputy positions; therefore be it

RESOLVED: That the Legislature hereby authorizes the reclassification of one unfunded Road Patrol Sergeant to a funded full-time Deputy Sheriff; fund the vacant full-time Deputy Sheriff; abolish one part-time Deputy Sheriff and abolish one part-time Cook effective January 1, 2024.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, and Monell.

No – Legislator Mullen.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 474-23 *UNFUND (1) FULL-TIME CONFIDENTIAL ASSISTANT,
CREATE, FILL AND APPOINT (1) FULL-TIME ASSISTANT
DIRECTOR OF ADMINISTRATIVE SERVICES
PUBLIC HEALTH*

WHEREAS: Legislative approval is required for creation of all new positions, the unfunding of positions, and to appoint M/C employees; and

WHEREAS: The Public Health Director has reviewed the staffing needs within the Public Health Department and supported a desk audit of the Management/Confidential (M/C) position of Confidential Assistant; and

WHEREAS: Upon completion of the desk audit, the Personnel Officer determined that a new position was appropriate, and determined the appropriate classification for said title; and

WHEREAS: The new title is Assistant Director of Administrative Services; and

WHEREAS: Jason Davis has four years experience in the role with Tioga County Public Health, in addition to previous experience, and has successfully performed throughout; therefore be it

RESOLVED: That one (1) full-time M/C position of Confidential Assistant be unfunded effective November 18, 2023; and be it further

RESOLVED: That one (1) full-time M/C position of Assistant Director of Administrative Services (M/C \$48,765 – \$58,765) be created and filled effective November 18, 2023, in accordance with payroll requirements; and be it further

RESOLVED: That Jason Davis be provisionally appointed to the full-time M/C position of Assistant Director of Administrative Services effective November 18, 2023 at an annual salary of \$53,765; and that if unable to be permanently appointed shall return to the position of Confidential Assistant; and be it further

RESOLVED: That in accordance with Tioga County Employee Handbook Management/Confidential Benefits policy, Mr. Davis shall be eligible for any authorized 2024 Management/Confidential salary increase effective May 18, 2024, following a successful six-month evaluation.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 475-23 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES;
SUBSECTION j. MANAGEMENT/CONFIDENTIAL
BENEFITS

WHEREAS: The Management/Confidential Salary Committee met in July to discuss recommendations for 2024 pertaining to the Management/ Confidential staff; and
WHEREAS: The Committee recommends that a Longevity Policy be instituted for all Management/Confidential employees; therefore be it

RESOLVED: That Section IV., Personnel Rules, Subsection j. Management/Confidential Benefits (S27) is hereby amended effective January 1, 2024, by adding the following:

XIII. Longevity Increments

Longevity Increments

Upon Completion of:	
In January 2024	<p>One-time Longevity Increment of \$100, per year for all eligible full-time Management Confidential (M/C) employees with at least one full year of service.</p> <p>Part-time eligible M/C employees increments of \$50, per year with at least one full year of part-time service.</p> <p>Determination date for years of service will be based upon time as M/C employee on January 1, 2024.</p>
2025, and on	<p>Longevity Increment of \$500, on landmark years of service - 5, 10, 15, 20, 25, 30, 35, 40 for eligible full-time M/C employees.</p> <p>Part-time eligible M/C employees increments of \$250.</p> <p>Determination date for years of Service will be based upon time as a County Employee.</p>

In the first payroll period worked in 2024 (payday of 1/18/2024), a one-time increment of \$100 per year will be added to the current salary base after the annual M/C salary increase, for eligible full-time M/C employees with at least one full year of service. Part-time eligible M/C employees, a one-time increment of \$50 per year will be added to the current salary base after the annual M/C salary increase. Determination date for years of service will be based upon time as M/C employee on January 1, 2024. This one-time increment will be effective January 1st, upon receipt by the Personnel Officer of the prior years' timely satisfactory evaluation.

Starting in 2025, eligible full-time M/C employees will be entitled to a \$500 increment added to the current salary base after completion of five, ten, fifteen, twenty, twenty-five, thirty, thirty-five, and forty.

Part-time eligible M/C employees will be entitled to a \$250 increment added to the current salary base after completion of five, ten, fifteen, twenty, twenty-five, thirty, thirty-five, and forty. Part-time eligible M/C employees' hourly rate will increase at a pro-rated amount.

Longevity Increments shall be payable on the employee's anniversary date, upon receipt by the Personnel Officer of the prior years' timely satisfactory evaluation; and be it further

RESOLVED: That the remainder of Section IV. Personnel Rules; Subsection j., Management/Confidential Benefits Policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 476-23 *AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES; SUBSECTION j.,
MANAGEMENT/CONFIDENTIAL BENEFITS;
PARAGRAPH II. A. LEAVE ACCRUALS, VACATION*

WHEREAS: The Personnel Officer has reviewed the Employee Handbook Section IV; Personnel Rules Subsection j., Management/Confidential Benefits; Paragraph II. A. Leave Accruals, Vacation; and

WHEREAS: The Personnel Officer has identified the need to amend Section IV; Personnel Rules Subsection j., Management/Confidential Benefits; Paragraph II. A. Leave Accruals, Vacation, which may affect various current employees; therefore be it

RESOLVED: That Section IV; Personnel Rules Subsection j., Management/Confidential Benefits; Paragraph II. A. Leave Accruals, Vacation is hereby amended to read as follows:

II. Leave Accruals

All full-time Management/Confidential employees (except elected officials) are eligible for the following:

A. VACATION

- Accounting for vacation time shall be done by the Treasurer's Office through the County central computer on a per-pay period basis, as reported to the Treasurer's Office by the various departments.
- Vacation days are accrued on each employee's anniversary date, which is maintained by the Treasurer's Office. Anniversary dates are adjusted on a day for day basis for any unpaid absence that has not been previously approved. No adjustment of the anniversary date shall occur if an unpaid medical leave is pre-approved and does not exceed one cumulative year (260 working days) in duration. Once pre-approved medical leave(s) exceeds one cumulative year, the anniversary date shall be adjusted on a day for day basis for all days in excess of 260. An unpaid leave of absence for non-Family/Medical Leaves reasons which is approved in advance shall result in adjustment of the employee's anniversary date as of day one.
- Vacation days cannot be used until they are actually accrued. Vacation time may be used in one-hour increments. If a half-day is used, 3 ½ hours will be charged.
- For employees hired without credit for relevant prior work experience, the following chart shall apply:

CHART 1:

<u>Years of Tioga County Service:</u>	<u>Vacation Days:</u>
Upon hire	0
6-month anniversary	5 days
1 year anniversary	10 days (minus any used between 6 months and one year)
2 year - 5-year anniversary	10 days
6 year - 12-year anniversary	15 days
13 year -19-year anniversary	20 days
20 years and over	25 days

- For those employees hired with credit for five or more years of relevant prior work experience who have not yet reached (as of December 1, 2000) the anniversaries indicated below, vacation will be accrued based upon the sum of the prior relevant work experience plus the total relevant Tioga County experience, as follows:

CHART 2:**Prior Years Experience plus Tioga**

<u>County Experience Upon Date of Hire:</u>	<u>Vacation Days:</u>
5*	10
6-12	15
13 and over	20

(*Employees with less than five years of prior relevant experience shall be considered to have no prior relevant experience, and therefore covered by Chart 1).

- Years of relevant prior experience shall be determined at the time of employment with Tioga County (within the Management/Confidential plan) by the Personnel Department and shall take into account all of an employee's relevant prior work experience. The judgment of the County in this matter shall be at its sole discretion and shall be final and binding on all parties concerned.
- Department Heads shall notify the Chair of the Legislature and Legislative Standing Committee Chair a minimum of ten (10) days in advance of their intent to use vacation time, per Section IV. Personnel Rules, Subsection a. Positions/Leave Time/Vacancies, Paragraph V. Leave Time, B.; this notification shall be in writing, for which email is acceptable.

The Department Head and second in command (as designated by the Department Head) shall not be on vacation at the same time for more than three (3) workdays without advance authorization from the Chair of the Legislature and Legislative Standing Committee Chair. It is the Department Head's responsibility to submit such requests in writing.

Any vacation leaves in excess of ten (10) workdays require prior approval of the Legislative Chair.

- All Other Management/Confidential Employees must file a written request for vacation a minimum of ten (10) working days in advance of the requested leave with the Department Head for all leaves over five (5) days in length. Leave of less than five (5) days duration may be granted within 24 hours' notice. Exceptions to this may be granted by the Department Head, however, all requests for vacation leave must be approved by the Department Head.

- In no case shall an employee accrue more than 25 days' vacation on his/her anniversary date.
- No employee shall carry more than 40 days' vacation at any time. Therefore, the amount of vacation days an employee has on the books the day before his/her anniversary plus the number of days s/he is to accrue on his/her anniversary should equal 40 or less. Any days over 40 shall be immediately lost on the employee's anniversary.
- Exception: In the event unforeseen and unanticipated circumstances may cause an employee to have more than 25 days of vacation upon the day before his/her anniversary, a request to carry-over more than 25 days may be submitted by the employee to the Personnel Officer for review prior to the employee's anniversary date. In reviewing the request, the Personnel Officer shall consider what may have caused the situation (for example: staffing, special projects, and the employee's efforts to take vacation time during the preceding 12 months). In the event such request is approved, the employee will be allowed to carry more than 25 days over but will be required to use the extra days by the date 6 months after his/her anniversary. Any extra days remaining 6 months after the anniversary date will be lost. In the event the request is denied or if an employee has more than 25 days' vacation on the day before his/her anniversary and has not submitted a request, the balance will be reduced to 25 days as indicated in Section III.2. Requests received by Personnel on or after the employee's anniversary date will be denied.
- There will be no payment in lieu of vacation while the incumbent is employed by Tioga County.
- Any unused vacation time plus a portion of the coming year's accrual shall be paid for upon separation from the County. Employees granted vacation upon hire based upon qualifying prior work experience must work a minimum of twelve (12) months for Tioga County in order to be eligible for payment of the pro-rated portion of the coming year's vacation accrual.
- Employees are required to give at least 10 working days advance notice of their resignation or retirement or forfeit any and all pay for earned vacation time. In determining whether this requirement is

met, it will be assumed that all employees work Monday through Friday schedule. The Personnel Officer, upon consultation with the Department Head, may make an exception.

- An employee who leaves employment and is rehired more than six (6) months after separation shall be considered a new hire and payment of accrued vacation upon initial separation will be taken into account when determining vacation allowance upon rehire.
- An employee who leaves and is rehired within six (6) months shall have his/her anniversary date adjusted to account for the time not employed by Tioga County.

And be it further

RESOLVED: That the remainder of Section IV. Personnel Rules; Subsection j., Management/Confidential Benefits remains unchanged.

ROLL CALL VOTE

Yes – Legislators Roberts, Sauerbrey, Brown, Ciotoli, Flesher, Monell, and Mullen.

No – None.

Absent – Legislators Standinger and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 477-23 AMEND EMPLOYEE HANDBOOK:
SECTION IX. SAFETY RULES, SUBSECTION I.
TIOGA COUNTY COMMERCIAL DRIVER LICENSE
DRUG AND ALCOHOL TESTING

WHEREAS: Federal Law requires employers of persons who hold Commercial Driver's Licenses (CDL's) to institute a policy requiring drug and alcohol testing of safety sensitive employees as well as education and training of employees and supervisors; and

WHEREAS: Tioga County has an established policy known as Tioga County Commercial Driver License Drug and Alcohol Testing that needs to be amended in whole due to numerous updates and changes; and

WHEREAS: The County Attorney has reviewed the Employee Handbook and has identified the need to amend the policy in its entirety and replace it; therefore be it

RESOLVED: That the Tioga County Commercial Driver License Drug and Alcohol Policy be amended in its entirety and replaced as follows:

i. TIOGA COUNTY COMMERCIAL DRIVER LICENSE DRUG AND ALCOHOL TESTING (FORMERLY POLICY #41)

**TIOGA COUNTY COMMERCIAL DRIVER LICENSE
DRUG AND ALCOHOL TESTING**

- I. *Introduction*
- II. *Education and Training*
- III. *Voluntary Leave of Absence*
- IV. *Testing for Prohibited Drugs and Alcohol*
- V. *Collection and Analysis*
- VI. *Alcohol Testing Procedures*
- VII. *Violations*
- VIII. *Consequences*
- IX. *Employee Rights*

I. INTRODUCTION

- A. Background - Because of the particular importance of assuring that safety sensitive employees are free of the effects of drug and alcohol use, federal law requires that employers of persons who hold Commercial Driver's Licenses (CDL's) institute a policy requiring drug and alcohol testing of safety sensitive employees as well as education and training of employees and supervisors. It is the purpose of this Drug and Alcohol Testing Policy to comply with the requirements of regulations of the Federal Highway Administration to assure safe and healthy operations. Appendix A Drug and Alcohol Testing Job Titles subject to testing is located on the County Intranet "Employee Handbook-EH Forms".

B. Goals - This Policy is designed to:

1. Protect employees and the public from injury and economic loss caused by employees affected by drugs and alcohol.
2. Create a deterrent environment discouraging use, possession, and sale of drugs on or off County property.
3. Provide education and training on the effects and indicators of drug and alcohol use.
4. Encourage employees needing assistance to consult the Employee Assistance Program.
5. Provide for the use of rehabilitation programs so that employees who fail to pass drug and alcohol tests may qualify for return to duty in the same position.

C. Scope and Applicability - This policy is intended to:

1. Comply with all applicable laws and regulations governing drug and alcohol testing of safety sensitive employees.
2. The Federal Highway Administration (FHWA) has adopted and published regulations at 49 C.F.R. Part 382, entitled "Controlled Substances & Alcohol Use and Testing. These apply to safety sensitive employees of the Public Works Department and all employees in other Departments holding CDL's and required to use them in their work.
3. A CDL is required to operate a commercial vehicle. A commercial vehicle is a vehicle which:
 - a. Has a gross combination weight of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight of more than 10,000 pounds, or
 - b. Has a gross weight rating of 26,001 or more pounds, or
 - c. Is designed to carry 16 or more passengers including the driver, or
 - d. Is of any size and is used to transport hazardous waste.
4. The regulations mandate urine drug testing and breath alcohol testing for safety sensitive positions and prevent performance of safety sensitive functions when there is a positive test result.
5. The U.S. Department of Transportation (DOT) has also promulgated regulations at 49 C.F.R. Part 40, entitled "Procedures for Transportation Workplace Drug and Alcohol Testing Programs" setting standards for the collection and testing of urine specimens and the administration of breath alcohol tests.
6. This policy is intended to be in full compliance with the foregoing regulations. If there is any inconsistency between those regulations and the provisions of this Policy, or if this Policy fails to cover anything contained in those regulations, the provisions of the regulations shall prevail and shall be considered to be a part of this Policy. All issues relating to implementation and application of this Policy shall be

subject to grievance and arbitration procedures in the respective collective bargaining agreements.

D. Definitions and Discussion

1. For purposes of this Policy, "*prohibited drugs*" are defined to include the following prohibited substances:
 - a. Marijuana
 - b. Cocaine
 - c. Opiates
 - d. Amphetamines
 - e. Phencyclidine
2. *Alcohol* - As used herein, alcohol means the intoxicating agent in the beverage alcohol, ethyl alcohol or other low molecular weight alcohols, including methyl or isopropyl alcohol. References to use or possession of alcohol include use or possession of any beverage, mixture or preparation containing alcohol.
3. *Alcohol Misuse* consists of a violation of the following requirements:
 - a. No safety sensitive employee shall report for duty or remain on duty while having an alcohol concentration of 0.02 or greater.
The provisions of this subparagraph exceed the requirements of federal regulations.
 - b. No safety sensitive employee shall be on duty or operate a vehicle while that employee possesses alcohol, unless the alcohol is manifested and transported as part of a shipment. This includes the possession of medicine containing alcohol (prescription or over-the-counter), unless the package seal is unbroken.
 - c. No employee shall use alcohol while performing a safety sensitive function.
 - d. No employee shall perform a safety sensitive function within four hours after using alcohol.
 - e. No employee required to take a post-accident alcohol test shall use alcohol for eight hours following the accident, or until the employee undergoes a post-accident alcohol test, whichever occurs first.
 - f. Refuse to submit to a post-accident, random, reasonable suspicion, or follow-up alcohol test.
4. *Drug misuse* consists of violation of the following requirements:
 - a. Perform a safety-sensitive function when the driver uses any controlled substance, except when the use is under the instructions of a physician who has advised the driver that the substances does not adversely affect the driver's ability to safely operate a commercial vehicle.

b. Refuse to submit to a post-accident, random, reasonable suspicion, or follow-up drug test.

5. "*Safety sensitive function*" means any of the following on-duty functions:

a. All time at a carrier or shipper plant, terminal, facility, or other property, or on any public property, waiting to be dispatched, unless the employee has been relieved from duty;

b. All time inspecting equipment or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;

c. All driving time;

d. All time, other than driving time, in or upon any commercial motor vehicle;

e. All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded;

f. All time spent performing driver requirements relating to accidents;

g. All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle;

h. All time while on active duty or voluntary standby status. The provisions of this subparagraph (h) are not required by federal regulations.

6. "*Substance abuse professional*" means a licensed physician, or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor, certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission, with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances-related disorders.

II. EDUCATION AND TRAINING

A. The county or a contract vendor engaged by it will conduct an employee education and training program for all employees who perform safety sensitive functions, consisting of at least 60 minutes of instruction.

B. The education component shall include display and distribution of informational material, including a hot-line telephone number for the Employee Assistance Program (EAP) and copies of this Policy.

C. The training component for safety sensitive employees shall include information on the effects and consequences of prohibited drug use on personal health, safety, and work environment, the signs and symptoms that may indicate prohibited drug use, the effect of alcohol misuse on an individual's health, work, and personal life, signs

and symptoms of an alcohol problem (the employee's or a co-worker's) and available methods of intervening when an alcohol problem exists, including confrontation, referral to EAP, and/or referral to management.

- D. Supervisory employees shall receive at least 60 minutes of additional training on the physical, behavioral, and performance indicators of probable drug use if they will be determining when an employee is subject to drug and/or alcohol testing for reasonable suspicion under this policy.
- E. Records shall be maintained of all education and training conducted. Attendance of employees being trained will be recorded.

III. VOLUNTARY LEAVE OF ABSENCE

- A. All employees who are experiencing drug or alcohol problems and have not been instructed to undergo a reasonable suspicion, post-accident, or random drug or alcohol test under this Policy shall have the right to obtain leave of absence for the purpose of participating in an authorized rehabilitation program. Such employee shall be entitled to sick leave, vacation time, and any other accrued benefits in accordance with the respective collective bargaining agreement and Section IV Personnel Rules, subsections (a) positions/leave time/vacancies, (d) personnel policies and procedures for employees, and (i) family and medical leave. If and when such benefits are exhausted, the employee shall be entitled to an unpaid leave of absence in accordance with the respective collective bargaining agreement and Section IV Personnel Rules, subsections (a) positions/leave time/vacancies, (d) personnel policies and procedures for employees, and (i) family and medical leave, not to exceed eighteen (18) months.
- B. To obtain such a leave the employee shall furnish to the employee's supervisor evidence of participation in a certified drug or alcohol rehabilitation program. It is important to inform the supervisor of the drug or alcohol problem before being instructed to take one of the tests enumerated in the first sentence of this paragraph.
- C. Termination and/or dismissal from participation in the certified drug or alcohol rehabilitation program shall automatically terminate the employee's voluntary leave.

IV. TESTING FOR PROHIBITED DRUGS AND ALCOHOL

A. Types of Testing Allowed

1. Analytical testing of urine of safety sensitive employees for prohibited drugs and of breath for alcohol misuse shall be conducted as provided by this Policy and as required by law or regulations. The six testing categories are:
 - a. Pre-Employment Testing (Appendix B Drug and Alcohol Testing Random Drug Testing Notification located on the County Intranet "Employee Handbook-EH Forms").
 - b. Reasonable Suspicion Testing (Appendix C Drug and Alcohol Testing Fitness for Duty Reasonable Suspicion and Post Accident Testing located on the County Intranet "Employee Handbook-EH Forms").
 - c. Post Accident Testing (Appendix C Drug and Alcohol Testing Fitness for Duty Reasonable Suspicion and Post Accident Testing located on the County Intranet "Employee Handbook-EH Forms").
 - d. Random Testing (Appendix D Drug and Alcohol Testing Random Drug and Alcohol Testing Employee Notification Procedure located on the County Intranet "Employee Handbook-EH Forms").
 - e. Return to Duty Testing
 - f. Follow-up Testing

B. Testing

1. Pre-Employment Testing (Appendix B Drug and Alcohol Testing Random Drug Testing Notification located on the County Intranet "Employee Handbook-EH Forms").
 - a. All applicants for employment in or assignment to a safety sensitive function shall be tested for prohibited drugs.
 - b. The drug tests required by this section shall be administered only after the applicant is informed in writing that the urine sample being collected will be tested for the five classes of prohibited drugs.
 - c. An applicant who fails a drug test shall not be hired for any County position but shall not be barred from reapplying at a later date not less than one year after the date of the failed test, provided that the applicant has followed all procedures described in Article VIII of the Policy, including a return to duty test, and has agreed to be subject to follow-up testing.

2. Reasonable Suspicion Testing (Appendix C Drug and Alcohol Testing Fitness for Duty Reasonable Suspicion and Post Accident Testing located on the County Intranet "Employee Handbook-EH Forms").
 - a. An employee who performs a safety sensitive function and who is reasonably suspected by the employer of using a prohibited drug or the misuse of alcohol, or both, shall be administered a drug test (urine) or alcohol test (breath) or both, as appropriate. An employee may be reasonably suspected of using a prohibited drug or of the misuse of alcohol, or both, by a departmental supervisor, or other employer who has been trained in the detection of drug use or in the detection of alcohol misuse through observations concerning the appearance, behavior, speech or body odors of the employee. The person who makes the determination that reasonable suspicion exists to conduct an alcohol test shall not conduct the alcohol test of the employee.
 - b. Alcohol testing is authorized only if the observations stated above are made during, just preceding, or just after the period of the workday that the employee is ready to perform or immediately available to perform his duties. When a reasonable suspicion alcohol test ordered, the employee shall not perform or continue to perform safety sensitive functions until (1) an alcohol test is administered and the employee's alcohol concentration measures less than 0.02, or (2) 24 hours have elapsed following the determination that there is a reasonable suspicion to believe that the employee has violated the restrictions on alcohol use.
3. Post Accident Testing (Appendix C Drug and Alcohol Testing Fitness for Duty Reasonable Suspicion and Post Accident Testing located on the County Intranet "Employee Handbook-EH Forms").
 - a. For purposes of this Policy, the term "accident" means an occurrence associated with the operation of a vehicle causing (1) the death of an individual, (2) bodily injury to an individual who receives medical treatment, or (3) disabling damage to one or more vehicles requiring the vehicle to be transported away from the scene by a tow truck or other vehicle. The phrase "disabling damage" means damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs.
 - b. Each employee performing safety sensitive functions with respect to a vehicle involved in an accident shall be tested for alcohol and drugs if:

- The accident involves a human fatality;
 - The accident involves bodily injury with immediate medical treatment away from the scene and CDL operator cited for a moving violation;
 - Disabling damage to any motor vehicle requiring tow away and CDL operator cites for a moving violation.
- c. An employee who is subject to post-accident testing shall remain readily available for such testing or may be deemed to have refused to submit to testing. Nothing in this paragraph shall be construed to require the delay of necessary medical attention for injured people following an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.
- d. A post-accident alcohol test shall be administered within 8 hours of the accident. A post-accident drug test shall be administered within 32 hours following the accident.
4. Random Testing (Appendix B Drug and Alcohol Testing Random Drug Testing Notification located on the County Intranet "Employee Handbook-EH Forms").
- a. Any employee performing a safety sensitive function shall be subject to random drug and alcohol testing.
 - b. The selection of employees for random alcohol or drug testing shall be made by a scientifically valid method, such as a random number table or a computer based random number generator that is matched with the employee's social security number, payroll identification number or other comparable identifying number. Each employee shall have an equal chance of being tested each time selections are made. An employee may be selected for both types of tests at the same time.
 - c. The number of random drug tests conducted each year shall be consistent with the minimum annual percentage testing rate as determined by the Federal Motor Carrier Safety Administration.
 - d. Random alcohol and drug tests are unannounced, and the dates for administering them shall be spread reasonably throughout the calendar year.
 - e. Each employee who is notified of selection for random alcohol and/or drug testing shall proceed to the test site immediately, or, if the employee is performing a safety sensitive function at the time of notification, the employee

shall cease to perform the safety sensitive function and proceed to the testing site as soon as possible.

- f. An employee shall only be tested for alcohol while the employee is ready to, immediately available to or performing safety sensitive functions, just before the employee is ready to or immediately available to perform safety sensitive functions, or just after the employee has ceased performing such functions.

5. Return to Duty Testing

- a. Before an employee returns to duty requiring the performance of a safety sensitive function after engaging in alcohol misuse, the employee shall undergo a return to duty alcohol test with a result indicating an alcohol concentration of less than 0.02.
- b. Before an employee returns to duty requiring the performance of a safety sensitive function after engaging in drug use, the employee shall undergo a return to duty drug test with a result indicating a verified negative result for drug use.

6. Follow-up Testing

- a. Following a determination by a substance abuse professional that an employee is in need of assistance in resolving problems associated with alcohol misuse and/or use of drugs, the employee shall be subject to unannounced follow-up alcohol and/or drug testing as directed by a substance abuse professional.
- b. The number and frequency of follow-up tests shall be as directed by the substance abuse professional and shall consist of at least six tests in the first twelve months following the employee's return to duty.
- c. The employee's supervisor may direct the employee to undergo return-to-duty and follow-up testing for both alcohol and drugs, if the substance abuse professional determines that return-to-duty and follow-up testing for both alcohol and drugs is necessary for that employee.
- d. Follow-up testing shall not exceed 60 months from the date of the employee's return to duty.
- e. The substance abuse professional may terminate the requirement for follow-up testing at any time after the first six tests have been administered if the substance abuse professional determines that such testing is no longer necessary.

V. COLLECTION AND ANALYSIS

- A. All collection of urine or breath for random testing shall be performed at a facility or facilities to be designated by the County, and for all other testing required by this Policy, at the site of an independent health provider selected by the Safety Officer. Employees shall be advised of the location of the testing site during training on alcohol and drugs, and by a supervisor at the time testing is required.
- B. Collection and testing of urine and breath shall be in accordance with 49 C.F.R. Part 40, Procedures for Transportation Workplace Drug and Alcohol Testing Programs.
- C. The collection site for urine samples will provide a privacy enclosure for urination, a toilet, a suitable, clean, writing surface, and a water source for hand washing which, if practicable, will be outside the privacy enclosure. Any water source within the privacy enclosure will be secured to prevent its use to adulterate the urine sample.
- D. The employee will be assured of privacy during urination except in circumstances where there is evidence that the prior sample was altered, adulterated, or tampered with, in which case a retest will be required, and privacy will not be assured.
- E. The urine specimen must be split and poured into two specimen bottles. This provides the employee with the option of having an analysis of the split sample performed at a separate laboratory if the primary specimen test result is verified positive.
- F. Urine testing will be conducted at a laboratory certified by the United States Department of Health and Human Services.
- G. All drug testing laboratory results will be reviewed by a qualified Medical Review Officer (MRO) to verify and validate test results. An MRO is a licensed physician responsible for receiving laboratory results generated by a drug testing program who has knowledge of substance abuse disorders and has relevant training and qualifications.
- H. The MRO will review and interpret all confirmed positive tests by reviewing the employee's medical history, including any medical records and biomedical information provided, affording the employee a reasonable opportunity to discuss the test result, and deciding whether there is a legitimate medical explanation for the result including legally prescribed medication.
- I. The MRO will notify each employee who has a verified positive test that the employee has 72 hours in which to request a test of the split specimen at a separate certified laboratory.
- J. Upon completion of the MRO'S review the MRO shall report each verified test result to the Safety Officer. The employee's supervisor will be informed

- by the Safety Officer of a verified positive test result, and the employee will be removed from safety sensitive functions and shall be subject to the consequences outlined in Article VIII of this Policy. Removal from safety sensitive functions will be immediate and will not await the result of any requested retest.
- K. An employee requesting a drug retest shall pay the cost of the additional analysis and all costs associated with the transfer of the specimen to another laboratory including shipping and handling. If the retest results in the employee passing the drug test, Tioga County shall reimburse any costs collected in advance. Selection of the certified laboratory for retests will be made by the Safety Officer or the MRO.

VI. ALCOHOL TESTING PROCEDURES

- A. Alcohol testing shall be conducted by collection of a breath specimen through the use of an evidential breath testing device (EBT) that is approved by the National Highway Traffic Safety Administration. The test must be performed by a breath alcohol technician (BAT), who is trained to proficiency in the operation of the EBT being used and in the alcohol testing procedures specified in the regulations.
- B. The persons who will serve as BAT's shall be personnel employed by a health facility selected by the County. The health facility will be identified to employees during training and by a supervisor at the time of selection for an alcohol test.
- C. Alcohol tests will be conducted at a site that provides privacy to the individual being tested.
- D. Upon arrival at the alcohol collection site, the employee must provide positive identification to the BAT. After testing procedures are explained to the employee, the employee and the BAT must complete, date and sign the alcohol testing form.
- E. Screening Test
1. The BAT will open an individually sealed, disposable mouthpiece in view of the employee and attach it to the EBT. The BAT will instruct the employee to blow forcefully into the mouthpiece for at least six seconds or until an adequate amount of breath has been obtained.
 2. Following the screening test, the BAT must show the employee the result displayed on the EBT or a printed result. If the result of the screening test is an alcohol concentration of less than 0.02, no further testing is required, and the test will be reported to the employer as a negative test. The employee may then return to his or her safety sensitive position.

F. Confirmation Test

1. If the result of the screening test is an alcohol concentration of 0.02 or greater, a confirmation test must be performed.
2. The confirmation test must be conducted at least 15 minutes, but not more than 20 minutes, after completion of the initial test. The employee will be instructed not to eat, drink, or put any object or substance in his/her mouth, and will be instructed not to belch to the extent possible while awaiting the confirmation test. The confirmation test will be performed whether or not the employee complies with such instructions.
3. The confirmation test is conducted using the same procedures as the screening test. A new mouthpiece will be used.
4. If the initial and confirmatory test results are not identical, the confirmation test result is deemed to be the final result.
5. The BAT will transmit all results to the Safety Officer in a confidential manner. If the employee must be removed from safety sensitive duties, the BAT will notify the Safety Officer immediately. The employee's supervisor will be informed by the Safety Officer, and the employee will be removed from safety sensitive functions by the supervisor.
6. Where a random, reasonable suspicion, or post-accident alcohol test indicates an alcohol concentration of .02 percent or more but less than .04 percent, the employee shall not perform safety sensitive functions until at least 24 hours after such test. Only if there are other duties available for the employee to perform, during such time, shall the employee receive the employee's regular rate of pay after the test. An employee, for whom other duties are not available, may use any available vacation day or personal time. Sick time shall not be available for this purpose.
7. On the day following a random, reasonable suspicion, or post-accident alcohol test indicating an alcohol concentration of .02 percent or more but less than .04 percent, the employee may be required to submit to another alcohol test, whether or not the employee is reasonably suspected of alcohol misuse. In the event this test indicates an alcohol concentration of .02 percent or more, but less than .04 percent, the employee shall not perform safety sensitive functions until at least 24 hours after such test; and shall immediately be sent home without pay. The provisions of this paragraph are not required by federal law or regulation.

VII. VIOLATIONS

A. The following conduct shall be considered a Major Violation of this Policy:

1. Having a verified positive result after having taken a drug or alcohol test as required by this policy. For purposes of this subparagraph A, a verified positive result includes an alcohol test indicating an alcohol concentration of .04 percent or more.
2. Using alcohol while performing safety sensitive functions.
3. Using alcohol within eight hours after an accident requiring a post-accident alcohol test or until the employee undergoes a post-accident alcohol test, whichever occurs first.
4. Refusal to submit to a post-accident alcohol or drug test, a random alcohol or drug test, a reasonable suspicion alcohol or drug test, or a follow-up alcohol or drug test required by this policy.
5. Failure to produce an adequate urine or breath sample when selected for testing, where such failure is not consistent with the requirements of 49 C.F.R. Part 40.
6. Altering, adulterating, or tampering with a urine sample or a breath sample used in a drug or alcohol test required by this Policy, or otherwise distorting the result of a required drug or alcohol test or attempting to do any of the foregoing.
7. Refusal to sign consents or releases required by federal regulations in connection with drug or alcohol tests.
8. Reporting for duty or remaining on duty requiring the performance of safety sensitive functions while having an alcohol concentration of 0.04 or greater.
9. Reporting for duty or remaining on duty requiring the performance of safety sensitive functions when the employee uses any of the drugs prohibited by this Policy, except when the use is pursuant to the instructions of a physician who has advised the employee that the drug does not adversely affect the employee's ability to operate safely a commercial motor vehicle.
10. Failure to comply with the requirements of a treatment or rehabilitation program prescribed by a substance abuse professional while on authorized leave as a result of a violation of this policy.

B. The following conduct shall be considered a Minor Violation of this Policy:

1. Being on duty or operating a commercial motor vehicle while possessing alcohol unless the alcohol is manifested and transported as part of a shipment.
2. Performing safety sensitive functions within four hours after using alcohol.

VIII. CONSEQUENCES

- A. Each employee who commits a Major Violation or a Minor Violation of this Policy shall be immediately removed from safety sensitive functions, as required by federal law and regulations. In addition, although not required by federal law or regulation:
1. Any employee who commits a Minor Violation shall be subject to progressive disciplinary action up to and including termination.
 2. Any employee who commits a Major Violation, if not terminated pursuant to paragraph 3 or 4, shall be placed on an involuntary, unpaid leave of absence not to exceed eighteen (18) months. During such leave of absence, the employee may use accrued benefits such as sick time, vacation time, compensatory time, etc. Nothing in this Article VIII shall be construed to prevent the imposition of progressive discipline up to and including termination for conduct of such employee while under the influence of alcohol or while using any prohibited drugs.
 3. Any employee who commits a Major Violation involving the death of a person or bodily injury to an individual who immediately receives medical treatment away from the scene of the accident shall be subject to progressive disciplinary action up to and including termination.
 4. The employment of any employee who commits a Major Violation of this Policy twice within a five-year period shall be terminated immediately.
 5. Any disciplinary steps taken under this policy shall be in accordance with Section 75 of the Civil Service Law.
- B. Each employee who has engaged in conduct prohibited by this Policy shall be advised of the resources available to the employee in evaluating and resolving problems associated with the misuse of alcohol and the use of controlled substances, including the names, addresses, and telephone numbers of substance abuse professionals and counseling and treatment programs.
- C. Each employee who engages in conduct prohibited by this Policy and has not had his/her employment terminated shall be evaluated by a substance abuse professional who shall determine what assistance, if any, the employee needs in resolving problems associated with alcohol misuse and drug abuse.
- D. Each employee identified as needing assistance in resolving problems associated with alcohol misuse or drug use shall be referred to a treatment or rehabilitation program and shall be evaluated by a substance abuse professional to determine whether the employee has properly followed and completed such rehabilitation or treatment program.

- E. An employee who has violated this Policy and has not had his or her employment terminated shall qualify for return to duty by following the recommendations of a substance abuse professional including completion of a treatment or rehabilitation program, as certified by such substance abuse professional, and by passing a return to duty drug test or alcohol test or both, as specified by the substance abuse professional. The employee shall be allowed up to eighteen (18) months to return to duty. Failure to return to duty within said time period shall result in disciplinary action up to and including termination.
- F. An employee who has violated this Policy and undertakes a treatment or rehabilitation program upon the recommendation of a substance abuse professional shall bear the expense of such treatment or rehabilitation program. Medical benefits, if available to the employee, may be used for such purposes.
- G. Any employee who returns to safety sensitive functions after having satisfied the requirements of this Article VIII shall be subject to follow-up testing as provided in Article IV (6) of this Policy.

IX. EMPLOYEE RIGHTS

A. Testing and Waiting Time

All time spent on testing, including reasonable travel time of not more than one hour to and from the testing facility, is paid time under regular pay status, including overtime, if applicable. Employees will be paid while being tested for the time away from duty, or, if their duty assignment has ended, they will be paid up to the time they are released from the testing site. All costs of testing under this Policy shall be borne by the County, except as specifically provided in article V (K).

B. Confidentiality

The County shall make every effort to assure confidentiality throughout the testing process and to protect the individual dignity and right to privacy of all employees. Personal data regarding the drug testing results and rehabilitation program evaluations will be forwarded only to the Safety Officer and are confidential. Any release of this information to persons other than representatives of the Safety Officer, Personnel Officer, or the employee's supervisor is prohibited without the written permission of the employee tested.

C. Employee Assistance Program

The Employee Assistance Program is open to all employees and their families who voluntarily seek its assistance, except that the EAP may not be used to avoid the taking of a drug or alcohol test when an employee has been selected for testing under this Policy. An employee who has been

selected to take a required drug or alcohol test may not avoid the obligation to take the test by past or future participation in the EAP. Voluntary participation in the EAP is confidential and will not adversely affect an employee's employment with the County.

D. Return to Work

Any employee qualified to return to duty pursuant to this Policy has the right to return to duty in the same position immediately, subject to the provisions of Section 72 of the Civil Service Law.

- E. The County shall make reasonable efforts to afford employees the right to union representation whenever an employee is directed to submit to an alcohol or drug test. Such representation shall not interfere with, or more than minimally delay, the movement of the employee to the testing site and shall not include the presence of a union representative when the independent health provider referred to in Article V (A) is conducting the testing, collection or required preliminary procedures (interview, identification, consents, etc.).

***APPENDICES A THORUGH E ARE LOCATED ON THE COUNTY INTRANET*
"EMPLOYEE HANDBOOK – EH FORMS"**

Meeting adjourned at 12:24 p.m.

Twelfth Regular Meeting
December 12, 2023

The Twelfth Regular Meeting of 2023 was held on December 12, 2023 and was called to order by the Chair at 12:01 P.M. Legislators Brown, Ciotoli, Monell, Mullen, Sauerbrey, Standinger were present with Legislators Flesher, Roberts, and Weston being absent.

Chair Sauerbrey asked for a moment of prayer. "As we come together this Christmas season, let us remember the purpose that we celebrate. May we also pray for peace in the world and for calmness and good tidings for one and all."

Chair Sauerbrey led all Legislators and those in attendance in the Pledge of Allegiance.

There were 14 people in attendance.

Chair Sauerbrey asked for a unanimous motion for the following recognition resolution, seconded unanimously and carried.

Legislator Ciotoli read and presented the following resolution to George C. Awad, Jr., Public Defender, Public Defender's Office.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

REFERRED TO:	FINANCE, LEGAL & SAFETY COMMITTEE
RESOLUTION NO. 478-23	<i>RECOGNITION OF GEORGE C. AWAD, JR. 38 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY</i>

WHEREAS: George C. Awad, Jr., Esq. began his career with Tioga County as the 2nd Assistant Public Defender in the Public Defender's Office on November 18, 1985 and on January 2, 1992 was appointed to 1st Assistant Public Defender; and

WHEREAS: George was appointed Public Defender in the Public Defender's Office on May 13, 2002 and on January 21, 2019 became the Full-time Public Defender for Tioga County; and

WHEREAS: During George's tenure he dealt with the challenges of revisions to Federal and State Laws and Statutes regarding Public Defender representation; and

WHEREAS: In the 38 years as a Public Defender, George has provided solid legal representation for the indigent clients within Tioga County in every case assigned to the office from traffic matters to homicides; and

WHEREAS: No case handled by George was ever returned by an Appellate Court for new proceedings due to ineffective assistance of counsel on his part; and

WHEREAS: George was one of the original panel members following the creation of the Tioga County Drug Treatment Court; and

WHEREAS: George acted as a liaison for Tioga County and Indigent Legal Services ("ILS") in Albany, New York for the formation of the Full-time Public Defender's Office and the hiring of new attorneys for the Public Defender's Office to meet the constitutional standards for representation of indigent clients and thereby saving Tioga County from potential legal liability; and

WHEREAS: George advocated for a Family Court Public Defender's Office and its staff to represent indigent clients in Tioga County Family Court; and

WHEREAS: George was actively involved with the formation of the following positions of Data Entry Officer whose job was to be a liaison with Indigent Legal Services and to maintain case counts for each year and to prepare a yearly Progress Report for the Public Defender's Office and the Legal Research Attorney to assist the Public Defender's Office with legal research for in depth criminal cases; and

WHEREAS: George maintains a cordial and helpful relationship with all Town and Village Courts and Tioga County Courts during his tenure with the Public Defender's Office; and

WHEREAS: George will be retiring on December 30, 2023; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as the citizens of Tioga County, expresses sincere gratitude to George C. Awad, Jr., Esq., for his 38 years of dedicated and loyal service as Public Defender to Tioga County and its residents; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to George C. Awad, Jr., Esq.

ROLL CALL VOTE

Unanimously Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED UNANIMOUSLY.

Legislator Standinger spoke. “The fourteen years I was an Investigator with the State Police in Owego, I was on the opposite side of George because I was arresting guys and he was trying to let them go. But, I will say this, George is a honorable and honest man and I cannot say that about all the attorneys I know. But, he is one of the best ones as far as that goes. So, I appreciate your time and your efforts for the underserved people in the county.”

Legislator Mullen spoke. “I was a State Trooper for 17 ½ years while George was a Public Defender and I promise you I will get you that 1996 DWI paperwork next week.”

Public Defender Awad spoke. “I just want to thank everybody for coming here today and supporting the office, especially the Legislature and Marte for the last few years in getting the office full-time. I would like to also thank Committee Chair, Ron Ciotoli, for the nice resolution he just read for me. Thank you.”

There was no privilege of the floor.

Legislator Mullen made a motion to approve the minutes of November 14, 2023, seconded by Legislator Ciotoli and carried.

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 479-23 *FIX TIME OF ORGANIZATIONAL MEETING*

RESOLVED: That the Organizational Meeting of this Legislature be held at 9:00 a.m., Tuesday, January 2, 2024.

Chair Sauerbrey spoke. “This meeting is on the same day as the January Legislative Standing Committees, therefore, they will commence one hour later than the regular time.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 480-23 *APPOINT DIRECTORS
SOIL & WATER CONSERVATION DISTRICT*

RESOLVED: That Legislators W. Jake Brown and Tracy Monell are hereby appointed Directors of the Tioga County Soil & Water Conservation District for a one-year term on January 1, 2024 through December 31, 2024; and be it further

RESOLVED: That Eileen Selnekovic be hereby re-appointed as the Director at Large to the Soil and Water Conservation District Board for a three-year term of January 1, 2024 – December 31, 2026.

Chair Sauerbrey spoke. “Legislator Weston is not able to be here today, but I want to mention that he served on the Soil & Water Conservation District Board for 18 years and I believe he really loved the work that he did there, so we want to thank him in his absence for his years of service. We also want to thank Legislator Brown for his willingness to serve on this Board.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 481-23 APPOINT MEMBER TO THE BROOME-TIOGA
WORKFORCE DEVELOPMENT BOARD

WHEREAS: LeeAnn Tinney, representing the Public Sector, will resign from the Broome-Tioga Workforce Development Board effective 12/31/23; and

WHEREAS: Brittany Woodburn has expressed her desire to serve on the Broome-Tioga Workforce Development Board and fill the remainder of LeeAnn Tinney's three-year term; and

WHEREAS: The Broome-Tioga Workforce Development Board has found Brittany Woodburn willing and able to fill said vacancy; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoint Brittany Woodburn to fill LeeAnn Tinney's unexpired term on the Broome-Tioga Workforce Development Board January 1, 2024 through December 31, 2025.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 482-23 APPOINT MEMBER TO THE
TIOGA COUNTY PLANNING BOARD

WHEREAS: The representative on the Tioga County Planning Board serving for the Town of Newark Valley, Matthew Tomazin, resigned as of October 18, 2023; and

WHEREAS: The Newark Valley Town Board has found James Marzen willing and able to serve in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints James Marzen to fulfill the unexpired term of Matthew Tomazin for 12/13/2023 – 12/31/2023 to the Tioga County Planning Board representing the Town of Newark Valley; and be it further

RESOLVED: That the Tioga County Legislature hereby appoints James Marzen to the Tioga County Planning Board representing the Town of Newark Valley for a new three-year term of 1/1/2024 – 12/31/2026.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 483-23 *APPOINT MEMBER TO THE TIOGA COUNTY
PROPERTY DEVELOPMENT CORPORATION BOARD*

WHEREAS: Sara Zabalsky-Peer resigned from the Tioga County Property Development Corporation (TCPDC) as of August 11, 2023; and

WHEREAS: The TCPDC Board is looking to fill Sara Zabalsky-Peer's unexpired term of 7/12/22-12/31/24; and

WHEREAS: Joshua C. Whitmore is willing and able to serve in this position on the TCPDC Board; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints Joshua Whitmore to the Tioga County Property Development Corporation Board to fill Sara Zabalsky-Peer's unexpired term of 7/12/22-12/31/24, effective December 13, 2023.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 484-23 APPOINT NEW YOUTH BOARD MEMBER
YOUTH BUREAU

WHEREAS: The Tioga County Youth Board is organized as an advisory body to the Tioga County Youth Bureau; and

WHEREAS: The purpose of the Youth Board is to carry out the provision of Section 95 of the General Municipal Law of the State of New York and Resolution No. 140 of 1981 of the Tioga County Legislature; and

WHEREAS: The Tioga County Youth Board Bylaws provides for representatives to the Youth Board be appointed by the County Legislature; and

WHEREAS: Vacancies currently exist on the Youth Board; therefore be it

RESOLVED: That the following listed representative be appointed as a member of the Tioga County Youth Board with the corresponding term of office as follows:

TERM

Steve Herbert

1/1/2024 – 12/31/2026

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 485-23 APPOINT AND EXTEND
YOUTH BOARD MEMBER TERMS
YOUTH BUREAU

WHEREAS: The Tioga County Youth Board is organized as an advisory body to the Tioga County Youth Bureau; and

WHEREAS: The purpose of the Youth Board is to carry out the provision of Section 95 of the General Municipal Law of the State of New York and Resolution No. 140 of 1981 of the Tioga County Legislature; and

WHEREAS: The Tioga County Youth Board Bylaws provides for representatives to the Youth Board be appointed by the County Legislature; and

WHEREAS: The County Legislature previously appointed the following members to the Youth Board under Resolution Nos. 236-21, 41-22, and 42-22 and terms are due to expire 12/31/2023; therefore be it

RESOLVED: That the following listed representatives be appointed as a member of the Tioga County Youth Board with the corresponding term of office consistent with the staggered requirement; and that the following listed representatives' terms be extended as follows:

Sean Lanning	1/1/2024 – 12/31/2025
Margaret McCann	1/1/2024 – 12/31/2025
Julie Whipple	1/1/2024 – 12/31/2025
Cheri Roys	1/1/2024 – 12/31/2026
Becky Shuey	1/1/2024 – 12/31/2026

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 486-23 REAPPOINT MEMBER TO THE
TIOGA COUNTY PLANNING BOARD

WHEREAS: Art Cacciola's position on the Tioga County Planning Board representing the Town of Candor expires on 12/31/2023; and

WHEREAS: The Town of Candor Board has nominated Art Cacciola to serve another three-year term as their representative, and he is willing and able to do so; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoint Art Cacciola to the Tioga County Planning Board for another three-year term of 1/1/24 – 12/31/26.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 487-23 REAPPOINT MEMBER TO THE
TIOGA COUNTY PLANNING BOARD

WHEREAS: Georganne Eckley's position on the Tioga County Planning Board representing the Village of Owego expires on 12/31/2023; and

WHEREAS: The Village of Owego Board of Trustees has nominated Georganne Eckley to serve another three-year term as their representative, and she is willing and able to do so; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoint Georgeanne Eckley to the Tioga County Planning Board for another three-year term of 1/1/24 – 12/31/26.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 488-23 *REAPPOINT MICHAEL BARATTA
TO THE TIOGA COUNTY PROPERTY DEVELOPMENT
CORPORATION BOARD*

WHEREAS: Michael Baratta's position as a Board Member to the Tioga County Property Development Corporation (TCPDC) expires on 12/31/23; and

WHEREAS: Michael Baratta is willing and able to continue to serve another two-year term in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoints Michael Baratta to the Tioga County Property Development Corporation Board as a Board Member for another two-year term of 1/1/24 – 12/31/25.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 489-23 REAPPOINT HANNAH MURRAY
TO THE TIOGA COUNTY PROPERTY DEVELOPMENT
CORPORATION BOARD

WHEREAS: Hannah Murray's position as a Board Member to the Tioga County Property Development Corporation (TCPDC) expires on 12/31/23; and

WHEREAS: Hannah Murray is willing and able to continue to serve another two-year term in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoints Hannah Murray to the Tioga County Property Development Corporation Board as a Board Member for another two-year term of 1/1/24 – 12/31/25.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 490-23 AUTHORIZATION FOR TIOGA COUNTY LEGISLATURE
APPROVAL OF THE ISSUANCE OF REVENUE BONDS
BY THE CENTRAL BRADFORD PROGRESS AUTHORITY
AND DECLARING THAT IT IS DESIRABLE FOR THE
HEALTH, SAFETY AND WELFARE OF THE PEOPLE OF
TIOGA COUNTY, NY AND OTHER AREAS FOR THE
CENTRAL BRADFORD PROGRESS AUTHORITY TO
FINANCE CERTAIN FACILITIES SERVING THE PEOPLE
OF TIOGA COUNTY, NY

WHEREAS: The Tioga County Legislature adopted Resolution No. 13-11 on January 11, 2011, at the request of the Central Bradford Progress Authority (the "Authority") providing "host approval" under Section 147(f) of the Internal Revenue Code (the "Code") in connection with the issuance by the "Authority" of its revenue bonds in a principal amount not to exceed \$300,000,000 for the purpose of making a loan to Guthrie Health, a Pennsylvania non-profit corporation to finance and refinance the costs of acquisition, construction, renovation, equipping, furnishing, and installation of land, buildings, equipment, furnishings, fixtures, and software for the provision of clinical, hospital, inpatient, outpatient, diagnostic, treatment, ancillary, support and/or other health care related services provided by the members of the health care system headed by the Borrowers at various locations, including locations in Tioga County, NY; and

WHEREAS: The Tioga County Legislature adopted Resolution No. 195-21 on September 16, 2021, at the request of the Central Bradford Progress Authority in connection with the proposed conversion of the interest rate on and reissuance of its Revenue Bonds (Guthrie Clinic Issue), Series 2019 (the "Bonds"), originally issued in an aggregate principal amount of \$104,520,000 to a tax-exempt rate. The proceeds of the Bonds were issued in order to finance, refinance, and reimburse a portion of the cost of a project consisting of:

(1) the refinancing of the Authority's Revenue Bonds (Guthrie Clinic Issue), Series 2011, the proceeds of which were used to accomplish:

(i) the financing, refinancing, refunding, and reimbursement of the costs of acquisition, construction, renovation, equipping, furnishing, and installation of various facilities for the provision of clinical hospital, inpatient, outpatient, diagnostic, treatment, ancillary support and other health care related services provided by the System Members, including interest during construction at various locations, including Tioga County, NY locations;

(ii) the refunding of a portion of the outstanding Health Care Facilities Authority of Sayre Revenue Bonds (Guthrie Health Issue), Series A of 2002 used to fund and refinance certain capital projects of the Corporation;

(iii) the financing of the costs of construction of a new critical access hospital for Troy Community Hospital, including interest during construction;

(iv) the refinancing of a portion of the outstanding Health Care Facilities Authority of Sayre Revenue Bonds (Guthrie Health Issue), Series 2007 used to fund and refinance certain capital projects of the Corporation; and

(v) the payment of the costs of issuance of the Series 2011 Bonds; and

(2) the payment of the costs of issuing the Bonds; and

WHEREAS: The Central Bradford Progress Authority (the "Authority") is a body corporate and politic organized and existing under the provisions of the Pennsylvania Municipality Authorities Act, 53 Pa. Cons. Stat. §§5601 – 5622, as amended (the "Act"), having been incorporated by the Borough of Towanda, the Township of North Towanda, the Township of Towanda and the Township of Wysox, all located in Bradford County, Pennsylvania, and is authorized by the Act to finance projects for "hospitals" and "health centers" as defined in the Act; and WHEREAS: The "Authority" is again requesting the approval of the Tioga County Legislature (the "County") in connection with the issuance by the Authority of its revenue bonds, in multiple series, in a principal amount not to exceed \$280,000,000 (the "Bonds"), including a series of tax-exempt bonds in a principal amount not to exceed \$140,000,000 (the "Tax-Exempt Bonds"), for the purpose of making a loan to The Guthrie Clinic, a Pennsylvania nonprofit corporation, to finance a portion of the costs of a project relating to (1) the affiliation of The Guthrie Clinic with Our Lady of Lourdes Memorial Hospital, Inc. ("Lourdes"), a New York nonprofit corporation and its wholly-owned subsidiaries, through the assumption of its membership interest, including certain facilities and equipment located at various locations listed in Exhibit B attached hereto, including (a) an acute care hospital known as "Lourdes Hospital" located in Binghamton, New York; and (b) Lourdes and its affiliates' ancillary related healthcare delivery business, including equipment, located at outpatient clinics, medical office buildings, physician offices, and other properties and facilities; and (2) the payment of the costs of issuing the Bonds (the various facilities referenced above are referred to herein as the "Facilities"). Lourdes affiliates include Binghamton Health Corporation, Corbett Corporation, Lourdes Realty Company, Inc., Southern Tier Medical Care, P.C., and Lourdes Health & Fitness, LLC; and

WHEREAS: Section 147(f) of the Internal Revenue Code (the "Code") requires the approval of the governing body or chief elected representative of each state or local government jurisdiction on behalf of which tax-exempt bonds are to be issued, and each state or local government jurisdiction in which tax-exempt bond-financed facilities are located, following a public hearing by an authorized representative of the state or local government jurisdiction; and

WHEREAS: In accordance with the above-mentioned requirement, a public hearing was held by the Central Bradford Progress Authority, on behalf of, and as a joint undertaking of, Tioga County, NY and certain of those other host jurisdictions (the "Consenting Jurisdictions") in which Facilities financed by the Tax-Exempt Bonds are located, respecting the proposed issuance of the Tax-Exempt Bonds and the purposes thereof, after notice of the hearing (the "Hearing Notice") was published prior to the hearing date in one or more newspapers of general circulation in Tioga County, NY; therefore be it

RESOLVED: By the Legislature of the County of Tioga, NY as follows:

1. The issuance of the Tax-Exempt Bonds is hereby approved in accordance with Section 147(f) of the Internal Revenue Code. By way of this Resolution, the Tioga County Legislature does not accept and through this approval does not impose any liability on Tioga County, NY in connection with the issuance of the Bonds, nor shall the credit or taxing power of the Tioga County Legislature be pledged in any way for the issuance of the Bonds or the financing of any projects with respect thereto.
2. It is hereby declared desirable for the health, safety and welfare of the people in Tioga County, NY to have the Central Bradford Progress Authority issue the Bonds for the purpose of financing the costs of the Facilities.
3. The proper officers, authorized representatives or designees of the Tioga County Legislature are hereby authorized, directed and empowered to execute and deliver a copy of these resolutions and such other documents or certifications as may be required or they may deem appropriate to carry out the purposes of these resolutions. Without limiting the generality of the foregoing authorization, a Certificate of Approval shall be executed and delivered in the form attached hereto as Exhibit A.
4. These resolutions shall be effective immediately upon adoption. All prior resolutions inconsistent herewith are hereby repealed to the extent of such inconsistency.

EXHIBIT A

Certificate of Approval

The undersigned, being the highest elected official(s) of Tioga County named below, on behalf of Tioga County hereby approves the issuance by the Central Bradford Progress Authority (the "Authority") of its tax-exempt revenue bonds in an aggregate principal amount not to exceed \$140,000,000, to finance costs of health care and related facilities for the benefit of The Guthrie Clinic and its affiliates as further described in the notice of public hearing attached as Exhibit B hereto. The Tioga County Legislature does not accept and through this approval does not impose any liability on Tioga County in connection with the issuance of the Tax-Exempt Bonds, nor shall the credit or taxing power of Tioga County be pledged in any way for the issuance of the Bonds or the financing of any projects with respect thereto.

A public hearing concerning the issuance of the Tax-Exempt Bonds was held at the offices of the Authority on December 8, 2023 and we have received a copy of the transcript of said hearing.

IN WITNESS WHEREOF, this Certificate is executed by the undersigned elected official(s) this 12th day of December, 2023.

EXHIBIT B

TEFRA Hearing Notice

LEGAL NOTICE OF PUBLIC HEARING
CENTRAL BRADFORD PROGRESS AUTHORITY
 Re: Tax-Exempt Revenue Bonds (The Guthrie Clinic Issue), Series 2024B

NOTICE IS HEREBY GIVEN that a public hearing will be conducted by the Central Bradford Progress Authority (the "Authority") by and on behalf of, and as a joint undertaking of, the Pennsylvania municipalities of the Borough of Towanda, the Township of North Towanda, the Township of Towanda and the Township of Wyalong, the Pennsylvania County of Bradford and the New York Counties of Broome, Tioga, and Delaware on December 8, 2023, at 3 p.m. local time at 1 Elizabeth Street, Progress Plaza Education Center, Towanda, Pennsylvania 18848.

The hearing will be held by the Authority in connection with the proposed issuance of its Tax-Exempt Revenue Bonds (The Guthrie Clinic Issue), Series 2024B (the "Bonds").

Project: The Bonds will be issued for the benefit of The Guthrie Clinic, a Pennsylvania nonprofit corporation ("Guthrie Clinic") and certain organizations which are members of an integrated health care delivery system headed by The Guthrie Clinic. The proceeds of the Bonds will be issued in order to finance a portion of the costs of a project relating to (1) the affiliation of The Guthrie Clinic with Our Lady of Lourdes Memorial Hospital, Inc. ("Lourdes"), a New York nonprofit corporation and its wholly-owned subsidiaries, through the assumption of its membership interest, including certain facilities and equipment located at various locations listed on Schedule I attached hereto, including (a) an acute care hospital known as "Lourdes Hospital" located in Binghamton, New York; and (b) Lourdes and its affiliates' ancillary related healthcare delivery business, including equipment, located at outpatient clinics, medical office buildings, physician offices, and other properties and facilities; and (2) the payment of the costs of issuing the Bonds. Lourdes affiliates include Binghamton Health Corporation, Corbett Corporation, Lourdes Realty Company, Inc., Southern Tier Medical Care, P.C., and Lourdes Health & Fitness, LLC.

Maximum Amount: \$140,000,000 maximum aggregate principal amount of tax-exempt revenue bonds.

Initial Legal Owner/Principal User/Beneficial Owner: Guthrie Clinic, as sole member of Lourdes; Lourdes and the Lourdes Affiliates, as initial legal owner and operator of the facilities listed on Schedule I. The address of Guthrie Clinic is One Guthrie Square, Sayre, Pennsylvania 18840.

Project Locations: Various locations set forth on Schedule I attached hereto.

Members of the public are invited to attend the public hearing and/or to submit written comments on the issuance of the Bonds and the above-described projects on or before the hearing date. Written comments should be submitted to the Central Bradford Progress Authority, c/o Anthony J. Vankilo, Executive Director, 1 Elizabeth Street, Suite 3, Towanda, PA 18848.

CENTRAL BRADFORD PROGRESS AUTHORITY

Schedule 1

Project Real Property:

Street Address	Municipality	County	State	Zip Code
109 Riverside Dr	Binghamton	Broome	NY	13905
187 Riverside Dr	Binghamton	Broome	NY	13905
101 Riverside Dr	Binghamton	Broome	NY	13905
2000 Main St	Whitney Point	Broome	NY	13882
27-29 Lourdes Rd	Binghamton	Broome	NY	13905
39 E Main St	Hancock	Delaware	NY	13783

Project Equipment:

Street Address	Municipality	County	State	Zip Code
105 Ridgehaven Drive	Vestal	Broome	NY	13850
1002 State Route 38	Owego	Tioga	NY	13827
1130 Upper Front St.	Binghamton	Broome	NY	13901
110 N. Jensen Road	Vestal	Broome	NY	13850
130 Temple Street	Owego	Tioga	NY	13827
17 Chenango Bridge Road	Binghamton	Broome	NY	13901
174 Oakdale Road	Johnson City	Broome	NY	13790
177 Riverside Dr., Suite 1	Johnson City	Broome	NY	13790
183 Riverside Dr.	Binghamton	Broome	NY	13905
184 Court Street	Binghamton	Broome	NY	13905
20-24 S. Washington Street	Binghamton	Broome	NY	13903
219 Front Street	Binghamton	Broome	NY	13905
240 Riverside Drive	Binghamton	Broome	NY	13905
276-280 Robinson Street	Binghamton	Broome	NY	13904
3 Aquinas St	Binghamton	Broome	NY	13905
320 N Jensen Rd	Vestal	Broome	NY	13850
3101 Shippers Rd	Vestal	Broome	NY	13850
3200 Shippers Rd	Vestal	Broome	NY	13850
409-419 E Main St	Endicott	Broome	NY	13700
4102 Old Vestal Rd	Vestal	Broome	NY	13850
415 Hooper Rd	Endicott	Broome	NY	13700
439 Chemung St	Waverly	Tioga	NY	14802
477 West State Street	Binghamton	Broome	NY	13901
500 5 th Avenue	Owego	Tioga	NY	13827
401 Reynolds Road	Johnson City	Broome	NY	13790
501 Reynolds Road	Johnson City	Broome	NY	13790
515 Reynolds Road	Johnson City	Broome	NY	13790
502-504 5th Ave	Owego	Tioga	NY	13827
519 Hooper Rd	Endwell	Broome	NY	13700
671 Conklin Rd	Binghamton	Broome	NY	13903
303 Main Street	Binghamton	Broome	NY	13903
27 Jannison Avenue	Johnson City	Broome	NY	13790
65 Pennsylvania Ave	Binghamton	Broome	NY	13903

NY 301/1824

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 492-23 YEAR END TRANSFERS

RESOLVED: That unencumbered balances of appropriation accounts, unanticipated revenue fund balances in the amount equal to the sum of overdrawn appropriation accounts in all funds be, and hereby are appropriated to overdrawn accounts; and be it further

RESOLVED: That the County Treasurer is hereby authorized and directed to effect this resolution.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 493-23 AUTHORIZE TREASURER TO ENCUMBER FUNDS

RESOLVED: That the County Treasurer be and hereby is authorized to encumber whatever funds he deems necessary, subject to the approval of the Finance Committee; and be it further

RESOLVED: That said funds be encumbered before December 22, 2023 to allow proper coding of bills for payment through the Accounts Payable check run of February 22, 2024

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 494-23 *AUTHORIZE THE RE-ESTABLISHMENT OF
PRIOR YEAR 2023 GRANT FUNDS AND
CAPITAL PROJECTS FOR 2024*

WHEREAS: Grant Funds and Capital Project expenditures and revenue allocations have been approved via resolution; and

WHEREAS: Prior Year Grant Funds need to be re-established for the remaining unspent balance as of year-end 2023 for purchase or completion in 2024; and

WHEREAS: Prior year Capital Projects need to be re-established for the remaining unspent balance as of year-end 2023 for purchase or completion in 2024; therefore be it

RESOLVED: That the remaining unencumbered balances of active and approved Grants and Capital Projects be re-established.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. 495-23 TOWN TAX LEVY

WHEREAS: There has been presented to this Legislature a duly certified copy of the annual Budgets of each of the several Towns of the County of Tioga for the fiscal year beginning January 1, 2024; therefore be it

RESOLVED: That there shall be, and there is, assessed against and levied upon and collected from the taxable property situate in the following Towns outside the incorporated Villages or partially located therein, the amounts indicated for Town purposes as specified in the Budgets of the respective Towns as follows:

<u>Part Town</u>	<u>General Outside</u>	<u>Highway Outside</u>
Barton	-	-
Candor	5,343.00	206,500.00
Newark Valley	-	-
Nichols	-	258,000.00
Owego	-	2,291,000.00
Spencer	15,928.00	407,221.00

And be it further

RESOLVED: That there shall be and there hereby is, assessed against and levied upon and collected from the taxable property liable therefore within the respective Fire and Fire protection Districts in the Towns, the following amounts for the purposes of such Districts as specified on their annual Budgets:

Town of Barton	
Halsey Valley Fire Protection	21,192.52
Lockwood Fire Protection	48,174.65
Waverly Joint Fire Protection	310,170.00
Town of Berkshire	
Berkshire Fire District	206,672.00
Town of Candor	
Candor Fire District	477,697.00
Town of Newark Valley	
Newark Valley Fire District	325,469.11
Town of Nichols	
Nichols Joint Fire Protection	503,202.00
Town of Owego	
Apalachin Fire District	1,350,033.00
Owego Fire District	2,254,589.16
Newark Valley Fire District	47,464.39

Town of Richford	
Richford Fire District	164,025.00
Town of Spencer	
Spencer Fire Protection District	85,000.00
Town of Tioga	
Tioga Fire District	308,311.00

And be it further

RESOLVED: That there shall be, and there hereby is, assessed against and levied upon and collected from the taxable property liable therefore within certain sewer, water and lighting Districts in the Town of Owego and the amounts specified in their annual budgets as follows:

Water District No. 4/Ext. 13	12,210.00
Water District No. 4/Ext. 15	-
Water District No. 4/Ext. 17	-
Water District No. 4/Ext. 20	20,850.00
Sewer District No. 2/Ext. 14	11,168.00
Sewer District No. 2/Ext. 15	11,851.00
Lighting District No. 1	700.00
Lighting District No. 2	3,000.00
Lighting District No. 3	1,500.00
Lighting District No. 4A	250.00
Lighting District No. 4B	1,000.00
Lighting District No. 5	1,000.00
Lighting District No. 6	3,300.00
Lighting District No. 7	845.00
Lighting District No. 8	600.00
Lighting District No. 9	250.00
Lighting District No. 10	350.00

And be it further

RESOLVED: That there shall be and there hereby is, assessed against and levied upon and collected from the taxable property liable therefore in the Town of Owego returned sewer and water rents in the amount of \$360,124.31; and be it further

RESOLVED: That there shall be and there hereby is, assessed against and levied upon and collected from the taxable property liable therefore in the Town of Barton returned sewer and water rents in the amount of \$6,733.78; and be it further

RESOLVED: That the amounts to be raised by tax for all other purposes as specified in the several annual Budgets shall be, and they hereby are, assessed against and levied upon and collected from the taxable properties in the Towns except as otherwise provided by law as follows:

<u>Townwide</u>	<u>General</u>	<u>Highway</u>
Barton	270,960.00	661,500.00
Berkshire	77,460.20	317,706.00
Candor	1,089,062.00	734,580.00
Newark Valley	432,657.00	371,000.00
Nichols	-	-
Owego	1,220,000.00	-
Richford	247,889.00	506,260.00
Spencer	353,067.00	298,657.00
Tioga	287,496.00	663,164.00

And be it further

RESOLVED: That such taxes and assessments, when collected, shall be paid to the Supervisors of the several Towns in the amounts as shown by this resolution for distribution by them in the manner provided by law.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. 496-23 COUNTY TAX LEVY

WHEREAS: This Legislature by Resolution No. 491-23 dated December 12, 2023 adopted a Budget for the fiscal year 2024 and by Resolution No. 491-23 dated December 12, 2023 has made appropriations for the conduct of the County Government during said fiscal year and has by Resolution No. 495-23 dated December 12, 2023 levied the taxes required for the support of the Government of the several Towns; therefore be it

RESOLVED: That pursuant to Section 360 of the County Law and Section 900 of the Real Property Tax Law, this Legislature hereby levied the following for County purposes upon the taxable real property in the County upon valuation as heretofore equalized by it.

Upon all the taxable property liable for the support of County Government, the sum of \$ 26,296,389 and in addition thereto upon the real property liable therefore, and following taxes:

For Returned Village Taxes	529,306.94
For School Tax Returned	3,439,572.87
For Deficits from prior years' taxes	502.82
For Reimbursement of Erroneous taxes, etc.	2,482.51

All of the forgoing being subject to	
Credit for excess collection the prior year of	12.80

And be it further

RESOLVED: That the County Treasurer's Office be directed to extend the taxes as aforesaid and also the taxes for Town purposes set forth in Resolution No. 495-23 on the rolls of the several Towns against each parcel of property set forth in said rolls, and that the Chair and the Clerk of the County Legislature be directed and empowered to execute under the seal of this Legislature the several Tax warrants for the collection of said taxes, and to cause the several tax rolls with said warrants annexed to be delivered to the Collectors of the several Town Tax Districts of the County on or before December 31, 2023; and be it further

RESOLVED: That the County tax rates for each of the Towns are as follows:

Barton	Out	11.823282
	In	11.823282
Berkshire	Out	9.349884
Candor	Out	9.784692
	In	9.784692

Newark Valley	Out	14.477803
	In	14.477803
Nichols	Out	33.731855
	In	33.731855
Owego	Out	13.096660
	In	13.096660
Richford	Out	6.911445
Spencer	Out	8.211758
	In	8.211758
Tioga	Out	157.416857

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 497-23 EXECUTE LEASE OF PROPERTY LOCATED AT
171 MAIN STREET, OWEGO, NEW YORK
TO HOUSE PUBLIC DEFENDER'S OFFICE

WHEREAS: It is necessary for Tioga County to lease office space to house the Tioga County Public Defender's Office; and

WHEREAS: The Tioga County Legislature authorized the execution of said lease space by way of Resolution No. 37-19 dated January 15, 2019, which is set to expire January 31, 2024; and

WHEREAS: It appears appropriate to enter into a lease for said office space, inclusive of all utilities, equipment, and furniture, at property located at 171 Main Street, Owego, NY; and

WHEREAS: The lease of said office space is for an initial period of two years at the rate of \$18,000 per year to be paid in 12 monthly installments of \$1500.00 with the

option to extend the lease for an additional third year at the same rate without further resolution; therefore be it

RESOLVED: That the Chair of the Legislature is hereby authorized to sign a lease with George C. Awad, Jr. for the lease of said office space located at 171 Main Street, Owego, New York, which lease shall commence on February 1, 2024.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 498-23 TRANSFER OF SURCHARGE FUNDS
PURCHASE WORKSTATIONS/CARPET
COMMUNICATIONS DIVISION
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Emergency Services has a need to replace workstations and carpet in the Public Safety Communications Division; and

WHEREAS: The Office of Emergency Services does not have an established expense line, for desks and building maintenance, for the purchase of said items; and

WHEREAS: Amending the Office of Emergency Services budget, with the addition of the Desks expense line A3021.520110.E911 and A3021.540093.E911 Building Maint. & Repair expense line requires Legislative approval; therefore be it

RESOLVED: That the Office of Emergency Management be authorized to purchase the workstations and carpet from NYS contract vendors, and transfer funds for this purchase as follows:

From:	A3021.520130.E911 Equipment (Not Car)	\$122,262.92
To:	A3021.520110.E911 Desks	\$110,772.75
	A3021.540093.E911 Building Maint & Repair	\$ 11,490.17

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO:	ED&P COMMITTEE
	FINANCE COMMITTEE

RESOLUTION NO. 499-23	<i>AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF A LAPTOP AND DOCKING STATION FOR THE ECONOMIC DEVELOPMENT & PLANNING DEPARTMENT</i>
-----------------------	--

WHEREAS: The Economic Development & Planning Department has a need for a laptop and docking station; and

WHEREAS: The Economic Development & Planning Department would like to purchase a laptop and docking station and has received the recommended quote from the ITCS Department; and

WHEREAS: The Economic Development computer expense account, A6422 520090 does not have the funds available; and

WHEREAS: The Amending of Budget and Transfer of Funds from a contractual line to an equipment line requires Legislative approval; therefore be it

RESOLVED: That the Director of Economic Development & Planning be authorized to purchase the laptop and docking station and complete the following budget transfer as follows:

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 501-23 TRANSFER OF FUNDS
2023 BUDGET MODIFICATION
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene has been awarded additional state aid funding from the NYS Office of Alcohol and Substance Abuse Services (OASAS); and

WHEREAS: The funding has already been received and is designated for specific and approved uses only; and

WHEREAS: Specific budget lines are required for these purchases; and

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

RESOLVED: That the Tioga County Mental Hygiene 2023 budget be modified, and funds be transferred as follows:

From: A4210 540640 Mental Hygiene: Supplies \$ 8,000.00

To: A4309 520070 Mental Hygiene: Chairs \$ 8,000.00

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 502-23 AMEND 2023 BUDGET &
TRANSFER OF CONTINGENCY FUNDS
PUBLIC HEALTH

WHEREAS: The costs of the New York State mandated Preschool School Supportive Health Services Program ("Preschool") are larger than the budgeted 2023 amounts; and

WHEREAS: Additional funding is needed to meet the mandated costs; and

WHEREAS: Tioga County Public Health (TCPH) identified a portion of the needed funds available within their Early Intervention Escrow account and transferred in November 2023 via Resolution No. 463-23; and

WHEREAS: TCPH has need for additional funding outside of their Early Childhood budgets, and are seeking County Contingency funds as discussed with their Legislative Committee and the Budget Officer; and

WHEREAS: The additional costs will result in additional revenues from New York State Aid reimbursement; and

WHEREAS: Budget Amendments and Transfers of Funds require Legislative approval; therefore be it

RESOLVED: That funding be transferred and appropriated as follows:

From:		
A2960 434600	State Aid: Handicapped Education	\$205,870
A1990 540715	Contingency Account	\$140,130
To:		
A2960 540590	Handicapped Ed: Services Rendered	\$235,000
A2960 540710	Handicapped Ed: Transportation	\$111,000

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 503-23 *REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL*

WHEREAS: The Assigned Counsel Attorney reimbursement rate was increased effective April 1, 2023 and the Assigned Counsel account will not have sufficient funds for the remainder of 2023; and

WHEREAS: Contingency Funds will need to be transferred from the Contingency Account to the Assigned Counsel Account, & Modify Assigned Counsel 2023 Budget to accommodate the increase in the rates for 2023; and

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

RESOLVED: That the Tioga County Legislature authorizes a transfer as follows:

From: A1990 540715	Contingency Transfer	\$60,000
To: A1172 540030 HPCC	Assigned Counsel-HPCC	\$30,000
To: A1172 540030	Assigned Counsel	\$30,000

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 505-23 *AUTHORIZE RETAINER AGREEMENT FOR
PERSONNEL SERVICES*

WHEREAS: The hiring of outside counsel appears to be necessary and appropriate for comprehensive personnel services; and

WHEREAS: The law firm of Roemer, Wallens, Gold & Mineaux LLP has proposed a retainer agreement to provide Tioga County with said comprehensive personnel services; therefore be it

RESOLVED: That the Chair of the Legislature is authorized to execute a retainer agreement with the law firm of Roemer, Wallens, Gold & Mineaux LLP, retaining services from January 1, 2024, through December 31, 2026 for comprehensive personnel services as set forth in said retainer agreement.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 506-23 *AUTHORIZE CONTRACT WITH A NEW HOPE CENTER
SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with A New Hope Center to provide mandated Domestic Violence Services to residents of Tioga County; and

WHEREAS: The Department of Social Services wishes to renew the contract for January 1, 2024 through December 31, 2024 at an amount not to exceed \$43,500; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with A New Hope Center for the provision of mandated Domestic Violence Services for the period January 1, 2024 through December 31, 2024.

Legislator Standinger spoke. "A New Hope Center provides victim assistance and domestic violence guidance for victims of the same and I think they do a pretty good job, at least according to Mr. Yetter. I am confident that the money is well-placed there."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 507-23 *AUTHORIZATION TO SIGN CONTRACT
WITH STEUBEN COUNTY
SOCIAL SERVICES*

WHEREAS: Tioga County contracts with Steuben County for a detention bed due to a shortage of available Non-Secure Detention Services to meet the demand throughout New York State; and

WHEREAS: The Department of Social Services wishes to renew the contract for January 1, 2024 through December 31, 2024 at an amount not to exceed \$239,075; therefore be it

RESOLVED: That the Tioga County Department of Department of Social Services is authorized to contract with Steuben County for one detention bed for a period of January 1, 2024 to December 31, 2024; and be it further

RESOLVED: That the Commissioner of Social Services is authorized to execute any such agreements, documents, or papers, approved as to form by the County Attorney, as may be necessary to implement the intent and purpose of this resolution.

Legislator Mullen spoke. "That is a big number, but it could be much bigger. Even though it seems like a huge number, placing a youth in detention has a day-to-day cost to the County of \$650.00 and that is only half. This is a good contract."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 508-23 *AUTHORIZE CONTRACT WITH FAMILY & CHILDREN'S
SOCIETY OF BROOME COUNTY, INC.
SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with Family and Children's Society of Broome County, Inc. to provide clinical services to victims and perpetrators of sexual abuse and their families; and

WHEREAS: The Department of Social Services wishes to renew the contract for January 1, 2024 through December 31, 2024 at an amount not to exceed \$90,000; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Family and Children's Society of Broome County, Inc. for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 509-23 *AUTHORIZE CONTRACT WITH GLOVE HOUSE
SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with Glove House to provide In-Home Parenting Education Services; and

WHEREAS: The Department of Social Services wishes to renew the contract for January 1, 2024 through December 31, 2024 in the amount of \$81,221; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Glove House for the provision of In-Home Parenting Education Services for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 510-23 *AUTHORIZE CONTRACT WITH GLOVE HOUSE
SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with Glove House to provide Preventive Services to eligible families in the Waverly School District; and

WHEREAS: The Department of Social Services wishes to renew the contract for January 1, 2024 through December 31, 2024 in the amount of \$75,873; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Glove House for the provision of Preventive Services for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 511-23 *AUTHORIZE CONTRACT WITH
INDUSTRIAL MEDICINE ASSOCIATES
SOCIAL SERVICES*

WHEREAS: The Department of Social Services contracts with Industrial Medicine Associates to provide substance abuse assessments and monitoring program for Social Services recipients or applicants; and

WHEREAS: The Department of Social Services wishes to renew the contract for January 1, 2024 through December 31, 2024 at the rate of \$308.88 per assessment

and monitoring, \$46.80 no show fee, and \$48.88 per urine drug screen; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with Industrial Medicine Associates at the agreed upon rates for the period January 1, 2024 through December 31, 2024.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 512-23 *AUTHORIZE CONTRACT WITH MULTIPLE
FOSTER CARE AGENCIES
SOCIAL SERVICES*

WHEREAS: The Commissioner of Social Services of Tioga County is charged with the responsibility of the administration of all child welfare services in the County of Tioga pursuant to Section 395 et seq. of Social Services Law; and

WHEREAS: The Department of Social Services contracts with multiple foster care agencies to provide these services at Maximum State-Aid Rates; therefore be it

RESOLVED: That the Tioga County Department of Social Services is authorized to contract with the agencies listed below for the period January 1, 2024 through December 31, 2024; and be it further

RESOLVED: That the Commissioner of Social Services is authorized to execute any such agreements, documents, or papers, approved as to form by the County Attorney, as may be necessary to implement the intent and purpose of this resolution.

Berkshire Farm Center
 Catholic Charities of Chemung
 Community Maternity
 Children's Home PKPS
 Children's Home of Jeff County
 Children's Home of Wyoming Conf.
 Children's Village
 Elmcrest Childrens Center
 Gateway-Longview, Inc.
 Glove House-Group Home
 Homespace Corp
 House of the Good Shepherd
 Hillside Children's Center
 Lincoln Hall Boys Haven
 Mountain Lake Children's Residence
 New Directions Youth & Family Svcs
 Parsons Parent & Children Center
 St. Anne Institute
 St. Catherine's Center
 The William George Agency
 Vanderhayden

Legislator Standinger spoke. "This is a long list of providers and unfortunately not every provider is able to provide services for us. So, now we have a choice, and I am confident they will make the proper choice when the time is nigh."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO:	HEALTH & HUMAN SERVICES COMMITTEE FINANCE/LEGAL COMMITTEE
--------------	--

RESOLUTION NO. 513-23	<i>AUTHORIZE CONTRACTS PUBLIC HEALTH</i>
-----------------------	--

WHEREAS: Tioga County Public Health (TCPH) has need for contractual arrangements for several programs to ensure services are provided to residents; and

WHEREAS: TCPH has developed in collaboration with the County Attorney several boiler-plate contracts for each of the programs; and

WHEREAS: TCPH contracts are nearly entirely on 'fee for service' arrangements, meaning the provider is only compensated when work is provided at the established rate, and not a 'fixed amount' contract; and

WHEREAS: The following programs have these 'boiler-plate arrangements" and are entered into the MUNIS contract module for each individual provider contract:

- Bio-waste Removal Services
- Creating Healthy Schools & Communities (pass through funding)
- Engineering Services
- Laboratory Services
- Medical Consultant
- Preschool Transportation Services
- Preschool Provider Services
- Sexually Transmitted Infections Services

And

WHEREAS: The Tioga County Legislature desires to be informed of all contracts that may exceed \$10,000 annually; therefore be it

RESOLVED: That TCPH be authorized to continue using the County Attorney-approved boiler-plate contracts in the above listed program areas.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 514-23 *AUTHORIZE CONTRACT WITH
PRACADEMIC PARTNERS FOR
EXECUTIVE SEARCH SERVICES FOR
COUNTY ADMINISTRATOR POSITION*

WHEREAS: The Tioga County Legislature adopted Local Law No. 4 of 2023; A Local Law Establishing the Position of County Administrator on September 12, 2023; and

WHEREAS: The Legislature recognizes the importance of finding a suitable candidate to serve as the County's Chief Administrative Officer and Budget Officer; and

WHEREAS: The Legislature is desirous of entering into a contract with Pracademic Partners for full-service consultative assistance for executive recruitment of a County Administrator; and

WHEREAS: Pracademic Partners has submitted a contract proposal for professional services to carry out the methodology and consultant deliverables listed, but not limited to, for a full-service assistance fee of \$19,500 with 50% (\$9,750) due and payable upon contract signing and the remaining 50% (\$9,750) due and payable 75 days from contract signing date; and

WHEREAS: The Legislature would be responsible for associated advertisement costs, if applicable, in addition to the contract proposal fee, for placements facilitated by the consultant; and

WHEREAS: Said funds have been budgeted in the 2024 County Budget; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a consultant contract with Pracademic Partners, contingent upon review of County Attorney, for \$19,500, plus any additional advertising costs incurred effective immediately to be paid out of the 2024 County Administrator's budget A1230.540140.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 515-23 *AWARD CONTRACT CBH MEDICAL
FOR JAIL MEDICAL AND MENTAL HEALTH SERVICES
SHERIFF'S OFFICE*

WHEREAS: A Request for Proposal (RFP) for providing comprehensive medical and mental health services to inmates at the Tioga County Jail was distributed to four companies; and

WHEREAS: Three companies (CBH Medical; CFG Health Systems, and Prime Care Medical) responded and submitted proposals which were thoroughly evaluated; and

WHEREAS: It was determined that CBH Medical submitted the best proposal to meet the scope of work detailed in the RFP; and

WHEREAS: A recommendation was made to the County Legislature to award CBH Medical a two-year agreement with the option to renew for three (3) additional one-year terms; therefore be it

RESOLVED: That an agreement be created to have CBH Medical provide comprehensive medical and mental health services for the inmates at the Tioga County Jail for a two-year period beginning January 1, 2024 with the option to renew for three additional one-year terms; and be it further

RESOLVED: That the Tioga County Legislature authorizes the execution of this agreement with CBH Medical to provide such services.

Legislator Standinger spoke. "I am going to vote no on this resolution because I am not confident that this provider is the best fit for us. They have had a lot of problems in the past and that is the reason for my no vote. I think we need to cast a wider net."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Brown, Ciotoli, Monell, and Mullen.

No – Legislator Standinger.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 516-23 *RESOLUTION TO RENEW CONSULTANT CONTRACT
FOR HAZARD MITIGATION PLAN COORDINATOR
FOR 2024*

WHEREAS: Per Resolution No. 193-12 and Resolution No. 218-13, the Tioga County Legislature contracted with the Tioga County Soil & Water Conservation District to perform the Hazard Mitigation Plan Coordinator services based on a mutually agreeable work plan with specific tasks; and

WHEREAS: The Tioga County Planning Department continues to lack existing capacity to perform these FEMA-required services; and

WHEREAS: The Tioga County Planning Department has sufficient funds in the 2024 budget to cover these expenses, in the amount of \$20,000 from Planning Appropriation Account A8020 540140; therefore be it

RESOLVED: That the Tioga County Legislature does hereby authorize the renewal of said contract with Tioga County Soil & Water Conservation District, to perform Hazard Mitigation Coordinator services from January 1 - December 31, 2024, not to exceed \$20,000 from Planning Appropriation Account A8020 540140 and authorizes the Tioga County Legislative Chair to sign all related contract paperwork, contingent upon review and approval of the County Attorney.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ED&P COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 517-23 *RENEW THE ADMINISTRATIVE SERVICES AGREEMENT BETWEEN TIOGA COUNTY ECONOMIC DEVELOPMENT AND PLANNING & THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION FOR THE PERIOD JANUARY 1, 2024 THROUGH DECEMBER 31, 2025*

WHEREAS: Tioga County Economic Development and Planning (TCEDP) was approved by Resolution No. 286-21 to enter into an Administrative Services Agreement between TCEDP and the Tioga County Property Development Corporation (TCPDC) for the period January 1, 2022 through December 31, 2023; and

WHEREAS: Said Administrative Services Agreement calls for TCEDP to provide the TCPDC with administrative services, office space and equipment necessary for the performance of the duties of the Land Bank Director of the TCPDC through TCEDP; and

WHEREAS: The Administrative Services Agreement also calls for the TCPDC to contribute toward the cost of administration, office space and equipment for use by TCEDP staff to perform duties on behalf of the TCPDC; and

WHEREAS: The TCPDC and TCEDP are desirous of continuing the Administrative Services Agreement for a two-year period; and

WHEREAS: The TCPDC will continue to contribute toward the administrative services as stated in the agreement in the amount of \$25,000.00 by way of other grant sources and/or program fees; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes and approves the acceptance of \$25,000.00 annually from the TCPDC and renew the Administrative Services Agreement to provide funding towards the cost of administration, for the period of January 1, 2024 through December 31, 2025.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 518-23 AUTHORIZATION TO APPLY FOR GRANT
PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) has identified a grant opportunity to provide funding toward the Tick-Borne Disease program; and

WHEREAS: County Policy requires Legislative approval for grant applications; and

WHEREAS: TCPH seeks approval from the Tioga County Legislature to apply for the mini-grant offered by New York State Association of County Health Officials (NYSACHO) in collaboration with the New York State Department of Health, for the purpose of purchasing supplies to create educational materials for Tick-Borne diseases and tick removal kits to distribute to residents; and

WHEREAS: The amount of the grant funding is not yet determined, however, it is not expected to exceed a maximum award amount of \$5,000; and

WHEREAS: There will be no additional County cost for the grant (i.e. cash match) if awarded; and

WHEREAS: If awarded the grant, TCPH will submit a resolution to appropriate the funds at that time; and

WHEREAS: The Tioga County Legislature supports TCPH in pursuing funding to provide this program to Tioga County residents; therefore be it

RESOLVED: That Tioga County Public Health is authorized to submit a grant application to NYSACHO and NYSDOH for the Tick-Borne Disease program.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 519-23 *AUTHORIZE ACCEPTANCE OF
2023 SICG FORMULA GRANT,
APPROPRIATION OF FUNDS &
MODIFY 2023 BUDGET
OFFICE OF EMERGENCY SERVICES*

WHEREAS: The Office of Emergency Services has applied for and was awarded a Homeland Security Statewide Interoperable Communications “Formula” Grant 2023 in the amount of \$410,016. This grant will be used for upgrading the radio communications in the county with no local share associated with said grant; and

WHEREAS: This funding must be accepted and appropriated; therefore be it

RESOLVED: That the 2023 budget be modified and funds be appropriated to the following accounts:

From: A3415.433063.IO23F	State Aid Interop Comm Grant	\$410,016
To: A3415.520130.IO23F	Equipment (not car)	\$410,016

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 520-23 *REQUESTING TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Veterans Service Agency (TCVSA) conducts multiple community outreach events monthly and at these events provide food, beverages, and supplies to those in attendance as well as information on resources, benefits, and services available to veterans, military, and their families; and

WHEREAS: County Policy – Section III; Subsection H. Purchase of Food, Beverages, and Supplies limit expenses to \$150 per event; and

WHEREAS: The TCVSA will be holding the following events in December and January, with grant funds being used, that will exceed the \$150.00 per event limit, and requests to exceed the event limit must be made by resolution and require the approval of the County Legislature:

December 11-5, Onward Ops, ETS Grant - \$700.00

December 16, Gingerbread House & Cookie Decorating, Dwyer Grant -\$500.00

December 21, Grocery Giveaway, Dwyer Grant - \$1000.00

January 12, Spaghetti Dinner, MH Outreach Grant - \$1,000.00

Therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Veterans' Service Agency to exceed the per event limit using grant funding as identified, noting that TCVSA will not exceed the total amount mentioned for each event above.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 521-23 AUTHORIZATION TO PURCHASE NINE (9)
VOTING MACHINES

WHEREAS: The Tioga County Board of Elections currently utilizes eight (8) Dominion ImageCast Precinct (ICP) scanners as part of our current fleet of voting machines; and

WHEREAS: These ICP scanners are 14 years old and reaching end-of-life, and the Board of Elections has deemed it necessary to replace these scanners with the new State-approved ICP2 model, and add an additional scanner to our fleet, to reduce the risk of equipment failure and facilitate a better voting experience for Tioga County voters; and

WHEREAS: The equipment will be purchased through OGS State contract and the total expense of the equipment is quoted at \$46,765.80; and

WHEREAS: The expense is fully reimbursable to Tioga County under the Technology Innovation and Election Resource (TIER) grant, per certified Resolution No. 247-23 and 383-23; therefore be it

RESOLVED: That the Tioga County Board of Elections is authorized to expend \$46,765.80 for nine (9) Dominion ImageCast Precinct 2 scanners, including one metal ballot box for the ninth scanner, out of Capital Election Expense fund H1 450-520490.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 522-23 *ESTABLISH RETIREE HEALTH INSURANCE CONTRIBUTIONS*

WHEREAS: Retirees who qualified to pay 0% of individual health insurance in accordance with Section IV.B.1.c. of the Employee Handbook Policy "Orientation/ Exit Interviews / Recruitment/ Retirement" (formerly Policy # 3) are currently not contributing toward their retiree coverage; and

WHEREAS: Due to continually rising health insurance costs, property tax cap, and other factors it is no longer feasible to offer these retirees free health insurance; therefore be it

RESOLVED: That any retiree as of the date of this resolution who qualified for free individual coverage in accordance with Section IV.B.1.c. shall contribute 3.25% of the monthly individual premium or \$20/month per individual policy, whichever is greater, effective January 1, 2024.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 523-23 *AUTHORIZE 2024 SALARIES/WAGES (BOARD OF ELECTIONS)*

WHEREAS: The salaries for employees of the Board of Elections are set by resolution; and

WHEREAS: Management Confidential staff and hourly employees have been authorized a salary increase for 2024; therefore be it

RESOLVED: That the 2024 rates for the Board of Elections staff shall be as follows:

	<u>2024 pay:</u>
Commissioners	\$ 59,327.00/yr.
Deputy Commissioners	\$ 45,030.00/yr.
Voting Machine Technicians	\$ 22.82/hr.
Election Clerk	\$ 18.57/hr.
Election Workers	\$ 15.00/hr.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Mullen moved for the adoption of the following resolution, seconded by Legislator Standinger.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 524-23 *AUTHORIZE CREATION OF ELECTION INSPECTOR
(SEASONAL) POSITIONS
BOARD OF ELECTIONS*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The IRS is requiring election workers to be reported as employees due to new regulations. Previously they were paid with a 1099; and

WHEREAS: It was decided amongst the Board of Elections, Personnel, Treasurer's Office, and the County Attorney that Tioga County will need to create a new county job title, Election Inspector (Seasonal); and

WHEREAS: Due to the unknown number of Election Inspector (Seasonal) positions that are needed, it is recommended to create 230 with the ability to unfund extra positions if needed; therefore be it

RESOLVED: That 230 Election Inspector (Seasonal) positions be created and may be filled as needed without a resolution required per person, at a 2024 hourly rate of \$15.00; and be it further

RESOLVED: That the Board of Election's 2024 authorized part-time headcount shall increase from 10 to 240.

Legislator Standinger spoke. "Unfortunately, the IRS has ruled that we need to make these election inspectors seasonal positions or part-time employees as opposed to occasional independent contractors. In order to follow the letter of the direct, we have to do this. I am not happy with it, but we really do not have much choice in the matter."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 525-23 APPOINTMENT OF REPUBLICAN
DEPUTY COMMISSIONER OF ELECTIONS BOARD

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The position of Deputy Commissioner of Elections Board (Republican) has been vacant since December 2, 2023 due to promotion; and

WHEREAS: The Republican Election Commissioner has selected a candidate to fill said vacancy; therefore be it

RESOLVED: That James Hoover II shall be appointed as Deputy Commissioner of Elections (Republican) effective December 18, 2023 at an annual Management/Confidential salary of \$43,091.

Legislator Mullen spoke. "I think they made a good choice in speaking with the Chair of the Republican Party. I am pleased that this individual is willing to take on this position and I am happy with the choice."

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 526-23 ABOLISH VACANT PART-TIME
EMPLOYMENT CONTRACT SPECIALIST AND
CREATE PART-TIME CASEWORKER
SOCIAL SERVICES

WHEREAS: Legislative approval is required to abolish or create any position within Tioga County employment; and

WHEREAS: One (1) part-time Employment Contract Specialist position has been vacant within the Department of Social Services since May 1, 2012; and

WHEREAS: Upon review of the Department's needs to have a consistent forensic interviewer at the Child Advocacy Center, the Commissioner of Social Services has determined that the vacancy would be better utilized to provide children and families with quality services through the creation of a part-time Caseworker position at a rate of \$22.65 per hour (not to exceed 17 hours a week); therefore be it

RESOLVED: That the vacant part-time Employment Contract Specialist position shall be abolished, and a part-time Caseworker position shall be created effective December 12, 2023.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PERSONNEL COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 527-23 *CREATE AND FILL A PART-TIME PARALEGAL
POSITION IN THE TREASURER'S OFFICE
(ASSIGNED COUNSEL)*

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The County has secured a three-year Hurrell-Harring Grant intended to increase legal services provided to Indigent persons; and

WHEREAS: The Assigned Counsel Administrator has identified that the creation of a part-time Non-Competitive Paralegal position to assist with the administration of the New York State Indigent Legal Services Grants and Assigned Counsel Program would be helpful; therefore be it

RESOLVED: That a part-time (17 hours per week) position of Paralegal is created and may be filled effective January 2, 2024, at a 2024 hourly rate of \$30.94 in the Assigned Counsel Office; and be it further

RESOLVED: That the Treasurer's Office (Assigned Counsel) 2024 authorized part-time headcount shall increase from 2 to 3.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 528-23 *APPOINT SECRETARY TO THE
1ST ASSISTANT COUNTY ATTORNEY
LAW DEPARTMENT*

WHEREAS: Legislative approval is required for any appointments made to a Management/Confidential position; and

WHEREAS: Since November 6, 2023, the position of Secretary to the 1st Assistant County Attorney has been vacant due to promotion; and

WHEREAS: The 1st Assistant County Attorney has recruited for a replacement and after interviewing a satisfactory candidate has been identified; therefore be it

RESOLVED: That the County Attorney is hereby authorized to provisionally appoint Jeremy Lundberg to the title of Secretary to the 1st Assistant County Attorney, with a start date of December 18, 2023, pending successful completion of the of civil service requirements at an annual Management/Confidential salary of \$43,272; and be it further

RESOLVED: That Jeremy Lundberg may receive an increase after 6 months contingent upon a satisfactory evaluation, per the Management/Confidential benefits policy.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 529-23 *AUTHORIZE APPOINTMENT OF PART-TIME
ASSISTANT PUBLIC DEFENDER
(PUBLIC DEFENDER)*

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The part-time Assistant Public Defender position became vacant on July 31, 2023; therefore be it

RESOLVED: That the Tioga County Legislature is authorized to appoint George Awad, Jr. to the title of part-time Assistant Public Defender, at an annual, Management/Confidential salary of \$41,371, effective January 2, 2024.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL & SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 530-23 *RECLASSIFY VACANT POSITION
(PUBLIC DEFENDER)*

WHEREAS: Legislative approval is required for all position reclassifications; and

WHEREAS: One full-time 2nd Assistant Public Defender (\$65,892 – 75,892 2024 M/C) will become vacant on January 1, 2024, upon the promotion of incumbent, Thomas Cline, to Public Defender effective January 1, 2024; and

WHEREAS: The Public Defender has reviewed the staffing needs within his department for 2024 and has determined that said upcoming vacancy would be better utilized if the position was reclassified as a full-time Assistant Public Defender; therefore be it

RESOLVED: That the Legislature hereby authorizes the reclassification of one vacant, full-time 2nd Assistant Public Defender (\$65,892 – 75,892 2024 M/C) to a full-time Assistant Public Defender (\$72,913 – 82,913 2024 M/C) effective January 1, 2024.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 531-23 *AUTHORIZE CIVIL MANAGER TITLE SALARY INCREASE
SHERIFF'S OFFICE*

WHEREAS: Legislative approval is required for a title's salary increase within Tioga County; and

WHEREAS: The Tioga County Sheriff requested a review of the Civil Manager title and on September 15, 2023, the Personnel Department received a position description questionnaire from Kimberly Lombardoni, Civil Manager, who oversees all aspects of the Civil Division under the Tioga County Sheriff's Office; and

WHEREAS: The Personnel Officer conducted the review amongst similar Management/Confidential titles and determined that due to the substantial legal knowledge requirements, supervisory duties, training responsibilities, and NYS mandated Civil course requirements of the Civil Manager an increase to the salary range for Civil Manager is warranted; therefore be it

RESOLVED: That the appropriate Management/Confidential salary range for Civil Manager shall be \$53,715 - \$63,715; and be it further

RESOLVED: That the 2023 annual salary of the current incumbent in the Civil Manager title, Kimberly Lombardoni shall be increased by \$4,883, effective retroactive to September 15, 2023.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 532-23 *AUTHORIZE SALARY REALLOCATION WITHIN
CSEA SALARY SCHEDULE FOR CIVIL LAW CLERK
SHERIFF'S OFFICE*

WHEREAS: Legislative approval is required for a title's salary reallocation; and

WHEREAS: On October 31, 2023, the Personnel Department received a position description questionnaire from Michele Jenson, Civil Law Clerk (CSEA SG V, \$31,894–32,894) who works within the Civil Division under the Tioga County Sheriff's Office; and

WHEREAS: A desk audit occurred and involved the review of work tasks performed by the employee as well as current salary allocation; and

WHEREAS: The Personnel Officer has made a determination that due to the substantial knowledge base requirements, duties and NYS mandated Civil training responsibilities of the Civil Law Clerk in comparison with other titles within the current CSEA Salary Grade V structure, there is justification to request a salary reallocation; therefore be it

RESOLVED: That the title of Civil Law Clerk shall be reallocated from CSEA Salary Grade V to CSEA Salary Grade VII (\$39,041 – \$40,041); effective retroactive to October 31, 2023; and be it further

RESOLVED: That the 2023 annual salary of the current incumbent in the Civil Law Clerk title shall be increased by \$7,147, effective retroactive to October 31, 2023.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 533-23 APPROVE SALARY ABOVE HIRING BASE
DEPUTY SHERIFF POSITION
SHERIFF'S OFFICE

WHEREAS: Resolution No. 211-99 requires Legislative approval for any appointments made above an established base salary amount; and

WHEREAS: As of July 15, 2023, there is one full-time Deputy Sheriff position vacant; and

WHEREAS: In order to maintain adequate staffing levels for the Road Patrol Division, the Sheriff has an immediate need to backfill said position; and

WHEREAS: The Sheriff has received approval from the Tioga County Law Enforcement Association to hire a new Deputy Sheriff, who has over four years of police experience, at an annual salary rate reflecting four years of experience per the current union contract, or \$72,331; and

WHEREAS: Dominic Demuth, a transfer candidate with over 4 years of Police Officer experience, has applied and has been found both eligible and willing to accept a transfer from the Owego Police Department to a Deputy Sheriff vacancy in Tioga County; therefore be it

RESOLVED: That the Legislature is authorizing a one-year extension of the Tioga County Remote Work Policy-Pilot Program with a new expiration date of December 31, 2024; and be it further

RESOLVED: That the Remote Work Policy-Pilot Program remains unchanged.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, and Mullen.

No – Legislator Monell.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 535-23 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES; SUBSECTION j.,
MANAGEMENT/CONFIDENTIAL BENEFITS;
PARAGRAPH II. A. LEAVE ACCRUALS, VACATION

WHEREAS: Resolution No. 476-23 dated November 14, 2023 amended the Employee Handbook: Section IV. Personnel Rules; Subsection j., Management/Confidential Benefits; Paragraph II. A Leave Accruals, Vacation; and

WHEREAS: The granting of the additional five (5) days of vacation for employees with 20 years or more of Tioga County service also changes the statement that no employee shall carry more than 45 days' vacation at any time; therefore be it

RESOLVED: That the Employee Handbook; Section IV. Personnel Rules; Subsection j., Management/Confidential Benefits; Paragraph II. A. Leave Accruals, Vacation is hereby amended to read as follows:

II. Leave Accruals

All full-time Management/Confidential employees (except elected officials) are eligible for the following:

A. VACATION

- Accounting for vacation time shall be done by the Treasurer's Office through the County central computer on a per-pay period basis, as reported to the Treasurer's Office by the various departments.
- Vacation days are accrued on each employee's anniversary date, which is maintained by the Treasurer's Office. Anniversary dates are adjusted on a day for day basis for any unpaid absence that has not been previously approved. No adjustment of the anniversary date shall occur if an unpaid medical leave is pre-approved and does not exceed one cumulative year (260 working days) in duration. Once pre-approved medical leave(s) exceeds one cumulative year, the anniversary date shall be adjusted on a day for day basis for all days in excess of 260. An unpaid leave of absence for non-Family/Medical Leaves reasons which is approved in advance shall result in adjustment of the employee's anniversary date as of day one.
- Vacation days cannot be used until they are actually accrued. Vacation time may be used in one-hour increments. If a half-day is used, 3 ½ hours will be charged.
- For employees hired without credit for relevant prior work experience, the following chart shall apply:

CHART 1:

<u>Years of Tioga County Service:</u>	<u>Vacation Days:</u>
Upon hire	0
6-month anniversary	5 days
1 year anniversary	10 days
	(minus any used between 6 months and one year)
2 year - 5-year anniversary	10 days
6 year - 12-year anniversary	15 days
13 year -19-year anniversary	20 days
20 years and over	25 days

- For those employees hired with credit for five or more years of relevant prior work experience who have not yet reached (as of December 1, 2000) the anniversaries indicated below, vacation will be accrued based upon the sum of the prior relevant work experience plus the total relevant Tioga County experience, as follows:

CHART 2:**Prior Years Experience plus Tioga**

<u>County Experience Upon Date of Hire:</u>	<u>Vacation Days:</u>
5*	10
6-12	15
13 and over	20

(*Employees with less than five years of prior relevant experience shall be considered to have no prior relevant experience, and therefore covered by Chart 1).

- Years of relevant prior experience shall be determined at the time of employment with Tioga County (within the Management/Confidential plan) by the Personnel Department and shall take into account all of an employee's relevant prior work experience. The judgment of the County in this matter shall be at its sole discretion and shall be final and binding on all parties concerned.
- Department Heads shall notify the Chair of the Legislature and Legislative Standing Committee Chair a minimum of ten (10) days in advance of their intent to use vacation time, per Section IV. Personnel Rules, Subsection a. Positions/Leave Time/Vacancies, Paragraph V. Leave Time, B.; this notification shall be in writing, for which email is acceptable.

The Department Head and second in command (as designated by the Department Head) shall not be on vacation at the same time for more than three (3) workdays without advance authorization from the Chair of the Legislature and Legislative Standing Committee Chair. It is the Department Head's responsibility to submit such requests in writing.

Any vacation leaves in excess of ten (10) workdays require prior approval of the Legislative Chair.

- All Other Management/Confidential Employees must file a written request for vacation a minimum of ten (10) working days in advance of the requested leave with the Department Head for all leaves over five (5) days in length. Leave of less than five (5) days duration may be granted within 24 hours' notice. Exceptions to this may be granted by the Department Head, however, all requests for vacation leave must be approved by the Department Head.

- In no case shall an employee accrue more than 25 days' vacation on his/her anniversary date.

- No employee shall carry more than 45 days' vacation at any time. Therefore, the amount of vacation days an employee has on the books the day before his/her anniversary plus the number of days s/he is to accrue on his/her anniversary should equal 45 or less. Any days over 45 shall be immediately lost on the employee's anniversary.

- Exception: In the event unforeseen and unanticipated circumstances may cause an employee to have more than 25 days of vacation upon the day before his/her anniversary, a request to carry-over more than 25 days may be submitted by the employee to the Personnel Officer for review prior to the employee's anniversary date. In reviewing the request, the Personnel Officer shall consider what may have caused the situation (for example: staffing, special projects, and the employee's efforts to take vacation time during the preceding 12 months). In the event such request is approved, the employee will be allowed to carry more than 25 days over but will be required to use the extra days by the date 6 months after his/her anniversary. Any extra days remaining 6 months after the anniversary date will be lost. In the event the request is denied or if an employee has more than 25 days' vacation on the day before his/her anniversary and has not submitted a request, the balance will be reduced to 25 days as indicated in Section III.2. Requests received by Personnel on or after the employee's anniversary date will be denied.
 - There will be no payment in lieu of vacation while the incumbent is employed by Tioga County.

 - Any unused vacation time plus a portion of the coming year's accrual shall be paid for upon separation from the County. Employees granted vacation upon hire based upon qualifying prior work experience must work a minimum of twelve (12) months for Tioga County in order to be eligible for payment of the pro-rated portion of the coming year's vacation accrual.

 - Employees are required to give at least 10 working days advance notice of their resignation or retirement or forfeit any and all pay for earned vacation time. In determining whether this requirement is met, it will be assumed that all employees work Monday through Friday schedule. The Personnel Officer, upon consultation with the Department Head, may make an exception.

- An employee who leaves employment and is rehired more than six (6) months after separation shall be considered a new hire and payment of accrued vacation upon initial separation will be taken into account when determining vacation allowance upon rehire.
- An employee who leaves and is rehired within six (6) months shall have his/her anniversary date adjusted to account for the time not employed by Tioga County.

And be it further

RESOLVED: That the remainder of Section IV. Personnel Rules; Subsection j., Management/Confidential Benefits remains unchanged.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 536-23 *AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES, SUBSECTION j.
MANAGEMENT/CONFIDENTIAL BENEFITS,
VI. HEALTH & DENTAL INSURANCE*

WHEREAS: The Management/Confidential Benefits Policy currently states “Employees hired on the first of the month or the first workday of the month shall have their coverage effective immediately”; and

WHEREAS: This aspect of the Management/Confidential Benefits Policy is currently enforced with all employee groups; and

WHEREAS: The enforcement of this policy causes difficulties in Personnel, Payroll, and with Excellus BCBS, without discernable benefit; and

WHEREAS: The Management/Confidential Benefits Policy did not include language stating that employees may change their coverage when a qualifying life event occurs; therefore be it

RESOLVED: That Section IV., Personnel Rules, Subsection j. Tioga County Management/Confidential Benefits, VI. Health & Dental Insurance is to be amended in its entirety and replaced as follows:

VI. Health & Dental Insurance

Eligibility: All full-time employees, Elected Officials (except Coroners), part-time Attorneys (except those in the Treasurer's Office) and part-time Dentists are eligible to participate in the Health/Dental/Vision programs.

Date of Coverage: Newly hired employees shall have coverage effective the first of the month following their start of employment. If an employee fails to enroll in the health insurance program within 30 calendar days of employment, then they must wait until an open enrollment period, which occurs annually in November for January coverage. Employees who wish to change their health coverage may do so during said open enrollment period, or when a qualifying life event occurs.

Tioga County currently provides health insurance through Excellus Blue Cross/Blue Shield of Central New York but maintains the right to change providers at will.

<u>Employee Contributions:</u>	<u>Contributions (% of Premium)</u>
Legislators	15%
Full-time	15%
4 day/week Attorneys	15%
Part-time Attorneys	20%
Part-time Dentists	25%

These payroll deductions shall be taken from pre-tax earnings unless an alternative election is made.

An employee on a leave of absence without pay due to medical reasons shall only pay his/her normal contribution toward the health insurance for the first 6 months. Thereafter, the employee is responsible for 100% of the monthly premium.

An employee on a leave of absence without pay for non-medical reasons shall be responsible for 100% of the monthly premium as of Day 1.

A prescription card is included in the medical plan and requires employees to pay \$5 for generic drugs, \$35 for common brand name drugs, or \$70 for new brand name drugs. Some exceptions may be required by NYS regulations and Excellus Blue Cross/Blue Shield. Drug categorization to be determined by Excellus Blue Cross/Blue Shield. Blue Cross/Blue Shield's "Gap Pricing" shall be in effect for all prescriptions.

The Health Reimbursement Accounts shall be funded by the County at the following levels:

Individual:	\$2,600
Family:	\$5,200

Any eligible employee who enrolls in the Dental and/or Vision plan(s) shall be required to pay 100% of the premium(s). Said premium payments shall be processed as pre-tax deductions.

Booklets detailing the complete coverage provided by the health, dental, and/or vision programs are available from the Personnel/Civil Service Office; and be it further

RESOLVED: That the remainder of Section IV. Personnel Rules; Subsection j., Management/Confidential Benefits remains unchanged.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: LEGISLATIVE WORKSESSION
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 537-23 AMEND EMPLOYEE HANDBOOK:
SECTION VI. TRAVEL POLICY AND PROCEDURES,
SUBSECTIONS V. REPORTING AND PROCESSING
ON RETURN FROM APPROVED TRAVEL;
VI. TRANSPORTATION EXPENSES ALLOWED;
VII. MEAL ALLOWANCES, AND VIII. LODGING

WHEREAS: Section VI. Travel Procedures and Procedures has several Subsections in need of revision for the purpose of clarification; therefore be it

RESOLVED: That Section VI. Travel Policy and Procedures, Subsections V. Reporting and Processing on Return from Approve Travel, VI. Transportation Expenses Allowed, VII. Meal Allowances, and VIII. Lodging are hereby amended as follows:

SUBSECTION V. REPORTING AND PROCESSING ON RETURN FROM APPROVED TRAVEL

- A. Except for incidental expenses, claims require the review and approval of such charges by the authorizing official prior to being audited and approved.

SUBSECTION VI. TRANSPORTATION EXPENSES ALLOWED

E. Public transportation such as taxi, bus, subway, train, or Uber fare at travel destination may be reimbursed without receipt, if in the opinion of the County Auditor, County Treasurer, or appropriating auditing agency, circumstances were such that receipts were not obtainable, the receipt requirement may be waived.

SUBSECTION VII. MEAL ALLOWANCES

- A. The County will pay a total per-diem rate for travel. The per-diem rate shall be based upon Standard Daily Rate of \$65.00 for all travel within New York State according to the time the travel takes place and the Meal Reimbursement Allowance Breakdown Rates:

Breakfast: \$14.00
Lunch: \$16.00
Dinner: \$30.00
Incidentals: \$5.00

C. Based on the NYS Standard Daily Rate or Out-of-State GSA rates in effect at time of travel:

1. Meals will be allowed as follows at time of travel:
 - a. Breakfast – When the time of departure from home at the beginning of the trip necessarily occurs before 7:00 a.m.
 - b. Lunch – When the employee is away from their office for more than one-half of the employee's normal workday.
 - c. Dinner – When the time of return home at the conclusion of a trip necessarily occurs after 7:00 p.m.

Meal costs, which are part of a package conference fee, will be allowed even if they exceed these guidelines. Additionally, employees are not eligible for a meal per-diem if the meal is included in the conference and/or hotel fee. This includes a continental breakfast.

SUBSECTION VIII. LODGING

Removal of Paragraph C. related to telephone and postage charges.

And be it further

RESOLVED: That the remainder of this policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Legislator Monell made a motion to bring forth one late-file resolution for Legislature consideration, seconded by Legislator Brown. Motion carried.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Mullen.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 538-23 *AMEND RESOLUTION NO. 344-22;
AUTHORIZE TRANSFERENCE OF
PRO-FLEX ADMINISTRATORS, LLC CONTRACT TO
BRI PARENT, INC. FOR COBRA ADMINISTRATION*

WHEREAS: The Personnel Department entered into a contract with Pro-Flex Administrators, LLC for COBRA administration via Resolution No. 344-22 dated November 15, 2022, effective February 1, 2023 through January 31, 2028; and

WHEREAS: Pro-Flex Administrators, LLC was bought out by BRI Parent, Inc. on August 15, 2023; and

WHEREAS: BRI Parent, Inc. will now handle billing and payment collection for any individuals who elect COBRA; therefore be it

RESOLVED: That due to Pro-Flex Administrators, LLC being bought out by BRI Parent, Inc., the contract will transfer to BRI Parent, Inc. retroactive to August 15, 2023, through January 31, 2028, with no additional cost associated with the transfer; and be it further

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to sign any and all documents associated with the transference of this contract, subject to review by the County Attorney, for continuation of COBRA administration.

ROLL CALL VOTE

Yes – Legislators Sauerbrey, Standinger, Brown, Ciotoli, Monell, and Mullen.

No – None.

Absent – Legislators Flesher, Roberts, and Weston.

RESOLUTION ADOPTED.

Chair Sauerbrey spoke. “Before I adjourn the meeting, I would like to thank all the Legislators, Department Heads, and employees for a good year. It was a challenging year, a difficult year, and I look forward to 2024 being a positive move to the future.”

Legislator Monell spoke. "I would like to wish everyone a Merry Christmas and a Happy New Year."

Meeting adjourned at 12:32 p.m.

INDEX

CATEGORY	PAGE
<u>ABOLISH</u>	
RESO 134-23 AUTHORIZATION TO ABOLISH ONE VACANT COMM E-SRVCS COORDINATOR, CREATE & FILL ONE DIRECTOR OF PATIENT SERVICES PH	224
RESO 40-23 ABOLISH TWO PT PARALEGAL POSITIONS & CREATE ONE FT OFFICE SPECIALIST III PUBLIC DEFENDER'S OFFICE	44
RESO 473-23 RECLASSIFY & FILL UNFUNDED VACANT POSITIONS & ABOLISH POSITIONS SHERIFF OFFICE	762
RESO 526-23 ABOLISH VACANT PT EMPLOYMENT CONTRACT SPECIALIST & CREATE PT CASEWORKER SOCIAL SERVICES	836
<u>ABOVE BASE</u>	
RESO 135-23 AUTHORIZE SALARY ABOVE CSEA BASE DSS (PARK)	226
RESO 136-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION SHERIFF'S OFFICE (SCEPANIAK)	226
RESO 248-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR PROBATION OFFICER I PROBATION DEPT (BRIANA WARD)	399
RESO 41-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR CASE SUPERVISOR, GRADE B (CORBIN)	45
RESO 533-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION SHERIFF'S OFFICE (DEMUTH)	842
RESO 89-23 AUTHORIZE SALARY ABOVE HIRING BASE CORRECTIONS OFFICER SHERIFF'S OFFICE (WILBUR)	147
<u>ACCEPT</u>	
RESO 120-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF FY22 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	210
RESO 144-23 AUTHORIZE ACCEPTANCE OF YR 5 FUND NYS ILS & ACCEPT YR 5 FUNDING FOR HH GRANT & AMEND 2023 BUDGET	249
RESO 145-23 AUTHORIZE ACCEPTANCE OF 2023 NYS PTS GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET SHERIFF'S OFFICE	251
RESO 146-23 AUTHORIZE ACCEPTANCE OF 2022 SICG TARGET GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET EMERGENCY SERVICES	252
RESO 149-23 ACCEPTANCE OF APPALACHIAN REGIONAL COMMISSION GRANT APPLICATION FOR STRATEGIC PLAN & CREATE ACCOUNTS	255
RESO 185-23 AUTHORIZATION TO RENEW AGREEMENT WITH TOWNS TO ACCEPT HOUSEHOLD ELECTRONIC WASTE FROM TIOGA COUNTY RESIDENTS	307
RESO 192-23 ACCEPT INDIGENT LEGAL SERVICES AWARD & AMEND 2023 BUDGET	314

CATEGORY	PAGE
<u>ACCEPT</u>	
RESO 29-23 ACCEPT FEMA GRANT AND APPROPRIATION OF FUNDS HAZARD MITIGATION PLAN GRANT (HMP23) MODIFY BUDGET	33
RESO 32-23 ACCEPT REIMBURSEMENT FROM ABSENTEE BALLOT PRE-PAID POSTAGE GRANT & AMEND 2022 BUDGET	36
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
RESO 324-23 AUTHORIZE & APPROVE ACCEPTANCE OF RESTORE NY GRANT FUNDS TIOGA TRAILS PROJECT & MODIFY BUDGET	544
RESO 345-23 ACCEPT AUCTION BIDS FOR COUNTY OWNED PROPERTIES ACQUIRED FOR TAXES, AUTHORIZE EXECUTION OF DEEDS	566
RESO 446-23 AUTHORIZE ACCEPTANCE OF 2024 PTS GRANT, APPROPRIATE FUNDS, & MODIFY 2023 BUDGET SHERIFF'S OFFICE	736
RESO 447-23 AUTHORIZE ACCEPTANCE OF NYS 2023 PSAP OPERATIONS GRANT & MODIFY 2023 BUDGET	737
RESO 519-23 AUTHORIZE ACCEPTANCE OF 2023 SICG FORMULA GRANT, APPROPRIATE FUNDS, MODIFY 2023 BUDGET	830
RESO 79-23 APPROPRIATION OF FUNDS AUTHORIZE ACCEPTANCE OF 2022 NYS DCJS BODY WORN CAMERA GRANT SHERIFF'S OFFICE	137
<u>ACKNOWLEDGE</u>	
RESO 322-23 ACKNOWLEDGE & APPROVE NAME CHANGE NYS CDBG RACKER NONPROFIT HUB GRANT & MODIFY ED&P BUDGET	541
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
<u>ADMINISTER</u>	
RESO 410-23 AUTHORIZE CONTRACT WITH EXCELLUS BCBS TO ADMINISTER HEALTH INSURANCE BENEFITS	691
RESO 62-23 AUTHORIZE ED&P TO APPLY, ADMINISTER & PAY APPLICATION FEE FOR RESTORE NY GRANT 48-50 LAKE ST OWEGO, NY	121
<u>ADOPT</u>	
RESO 255-23 AMEND RESO NOS. 193-18 & 45-23 ADOPTION OF TIOGA COUNTY TITLE VI PLAN	406
RESO 295-23 ADOPT DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM	468
RESO 296-23 AMEND RESO 193-18 AS AMENDED BY RESO 45-23 AS AMENDED BY RESO 255-23 ADOPTION OF TIOGA COUNTY TITLE VI PLAN	480
RESO 303-23 ADOPT LOCAL LAW NO. 2 OF 2023	503
RESO 349-23 ADOPT LOCAL LAW NO. 3 OF 2023	588
RESO 350-23 ADOPT LOCAL LAW NO. 4 OF 2023	600

CATEGORY	PAGE
<u>ADOPT</u>	
RESO 366-23 AMEND RESO NOS. 193-18, 45-23, 255-23, 296-23 ADOPT TIOGA COUNTY TITLE VI PLAN	620
RESO 412-23 ADOPT LOCAL LAW NO. 5 OF 2023	698
RESO 414-23 ADOPT STATE EQUALIZATION RATES	708
RESO 45-23 AMEND RESOLUTION NO. 193-18; ADOPTION OF TIOGA COUNTY TITLE VI PLAN	48
RESO 491-23 ADOPT COUNTY BUDGET FOR 2024, APPROPRIATIONS & SALARY SCHEDULE	802
RESO 56-23 ADOPT LOCAL LAW NO. 1 OF 2023	113
<u>AG DISTRICT</u>	
PUBLIC HEARING ANNUAL AGRICULTURAL DISTRICT INCLUSION FEBRUARY 23, 2023	177
RESO 111-23 AUTHORIZE 2023 REQUEST FOR INCLUSION OF LANDS IN AGRICULTURAL DISTRICTS	201
RESO 57-23 SET PUBLIC HEARING FOR 2023 ANNUAL AGRICULTURAL DISTRICT INCLUSIONS	114
<u>AGREEMENT</u>	
RESO 114-23 AUTHORIZE EXECUTION OF COOPERATIVE AGREEMENTS LAW, ITCS, SHERIFF, DSS, PH, MH	204
RESO 185-23 AUTHORIZATION TO RENEW AGREEMENT WITH TOWNS TO ACCEPT HOUSEHOLD ELECTRONIC WASTE FROM TIOGA COUNTY RESIDENTS	307
RESO 188-23 AUTHORIZE AGREEMENT WITH FRSECURE LLC. INTERNAL & EXTERNAL CYBERSECURITY PENETRATION TESTING	310
RESO 189-23 AMEND RESO NO. 399-22 AUTHORIZE AGREEMENT WITH ALLMODE MITEL TELECOMMUNICATIONS SYSTEM	311
RESO 191-23 TRANSFER FUNDS & AUTHORIZE AGREEMENT WITH VERTIV INC. REPLACE AC/DC CAPACITORS & FAN ON UPS UNIT	313
RESO 21-23 AUTHORIZE LEASE AGREEMENT FOR STORAGE OF RADIO EQUIPMENT OFFICE OF EMERGENCY SERVICES	25
RESO 22-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT	26
RESO 261-23 RATIFY COLLECTIVE BARGAINING AGREEMENT FOR TCLEA	430
RESO 311-23 EXECUTE LEASE EXTENSION WITH MCP ENTERPRISES, INC. FOR CHILD ADVOCACY CENTER	530
RESO 312-23 EXECUTE LEASE & EASEMENT S. APALACHIN RD. COMMUNICATIONS TOWER	531
RESO 313-23 EXECUTE LEASE & EASEMENT AGREEMENT 54 DODGE RD., SPENCER COMMUNICATIONS TOWER	532

CATEGORY	PAGE
-----------------	-------------

AGREEMENT

RESO 314-23 EXECUTE LEASE & EASEMENT AGREEMENT 246 DAVIS RD, RICHFORD COMMUNICATIONS TOWER	533
RESO 315-23 EXECUTE LEASE & EASEMENT AGREEMENT 110 C BABCOCK RD., NICHOLS COMMUNICATIONS TOWER	534
RESO 344-23 RATIFY COLLECTIVE BARGAINING AGREEMENT (TCCA/NCEU)	565
RESO 356-23 AUTHORIZE & FUND SAAS AGREEMENT WITH TYLER TECHNOLOGIES WITH APPROPRIATION FROM CAPITAL SOFTWARE RESERVE	610
RESO 409-23 AUTHORIZATION TO UPDATE & RENEW EXISTING ENTERPRISE AGREEMENT WITH MICROSOFT, INC.	690
RESO 442-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT	732
RESO 444-23 AMEND RESO NO. 291-19; AUTHORIZE AMENDED AGREEMENT WITH MOTOROLA CHANGE ORDER #4 EMERGENCY SERVICES	734
RESO 505-23 AUTHORIZE RETAINER AGREEMENT FOR PERSONNEL SERVICES (ROEMER)	817
RESO 517-23 RENEW ADMINISTRATIVE SERVICES AGREEMENT BETWEEN TIOGA COUNTY ED&P AND TCPDC FOR PERIOD OF 1/1/24-12/31/25	828
RESO 59-23 AUTHORIZING LEGISLATIVE CHAIR SIGNATURE ON FARMER BROWN SOLAR, LLC. PILOT AGREEMENT	117
RESO 60-23 AUTHORIZING & APPROVING SETTLEMENT AGREEMENT TEVA CONCERN CLAIMS RELATED TO OPIOID CRISIS	118
RESO 66-23 AUTHORIZE AGREEMENT WITH NYS INFO TECH SERVICES FOR ENDPOINT DETECTION & RESPONSE SOFTWARE	125

AID

RESO 143-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	248
RESO 154-23 STATE AID CASINO REVENUE RESERVE ALLOCATION	260
RESO 30-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	34
RESO 380-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	658
RESO 381-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% PROJECT FEDERAL AID & STATE AID OR REIMBURSE BRIDGE NY FUNDS	659
RESO 450-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	740

ALLOCATION

RESO 154-23 STATE AID CASINO REVENUE RESERVE ALLOCATION	260
---	-----

CATEGORY	PAGE
<u>ALLOWED</u>	

RESO 283-23 REQUESTING TC VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	456
RESO 339-23 REQUESTING TC VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	560
RESO 365-23 REQUESTING TC VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	619
RESO 378-23 REQUESTING TC VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	656
RESO 384-23 REQUESTING TC VETERANS' SERVICE AGENCY BE ALLOWED TO TO PURSUE NY CARES UP GRANT	663
RESO 448-23 REQUEST TIOGA COUNTY OFFICE OF EMERG SERVICES BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	738
RESO 449-23 REQUESTING TC VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	739

AMEND

RESO 122-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	212
RESO 125-23 AMEND 2022 BUDGET & TRANSFER FUNDS FOR EMPLOYMENT FUND	215
RESO 128-23 AMEND 2022 CAPITAL BUDGET & TRANSFER FUNDS	219
RESO 129-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS HEAVY EQUIPMENT LIFTS PUBLIC WORKS	220
RESO 130-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS TANDEM TRUCK BOX UPGRADES PUBLIC WORKS	221
RESO 137-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION E. GRANTS PROCEDURE	227
RESO 138-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION V. LEAVE TIME	231
RESO 139-23 AMEND EMPLOYEE HANDBOOK: PURCHASING & PAYMENT POLICY; NEW SECTION 3 PROCUREMENT POLICY	234
RESO 140-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XIII. FAIR HOUSING PLAN	236
RESO 144-23 AUTHORIZE ACCEPTANCE OF YR 5 FUND NYS ILS & ACCEPT YR 5 FUNDING FOR HH GRANT & AMEND 2023 BUDGET	249
RESO 152-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	258

CATEGORY	PAGE
<u>AMEND</u>	
RESO 160-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	266
RESO 161-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	267
RESO 162-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE & PUBLIC HEALTH	268
RESO 163-23 AMEND BUDGET & TRANSFER FUNDS HIGHWAY WORKER (SEASONAL) PUBLIC WORKS	269
RESO 164-23 AMEND 2023 CAPITAL BUDGET & TRANSFER FUNDS FOR MECHANIC TRUCK PUBLIC WORKS	270
RESO 166-23 AMEND RESO NO. 120-23 APPROPRIATE FUNDS FY2022 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	272
RESO 167-23 AMEND RESO NO. 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY BUDGET SAFETY OFFICE	273
RESO 177-23 AMEND EMPLOYEE HANDBOOK: SECT III. FINANCIAL RULES, SUBSECTION C. FIXED ASSETS PARAGRAPH III.	282
RESO 178-23 AMEND EMPLOYEE HANDBOOK: SECT IV. PERSONNEL RULES; SUBSECTION R. SEXUAL HARASSMENT PREVENTION POLICY	285
RESO 189-23 AMEND RESO NO. 399-22 AUTHORIZE AGREEMENT WITH ALLMODE MITEL TELECOMMUNICATIONS SYSTEM	311
RESO 190-23 AMEND RESO NO. 34-23 TRANSFER FUNDS & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN ITCS DEPT	312
RESO 192-23 ACCEPT INDIGENT LEGAL SERVICES AWARD & AMEND 2023 BUDGET	314
RESO 204-23 AMEND 2023 BUDGET TIOGA CAREER CENTER	324
RESO 205-23 AMEND RESO NO. 171-23 RECLASSIFY RECORDS MANAGEMENT CLERK POSITION MENTAL HYGIENE	325
RESO 210-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; TIOGA COUNTY SEXUAL HARASSMENT POLICY	330
RESO 211-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; RESTRICT FIREARMS & OTHER WEAPONS	346
RESO 212-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES, RESPIRABLE CRYSTALLINE SILICA	349
RESO 217-23 RESOLUTION TO AMEND AND RESTATE THE DEFERRED COMPENSATION MODEL PLAN	370
RESO 237-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	388
RESO 238-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	389
RESO 241-23 APPROVE SOLE SOURCE PURCHASE TRAFFIC SIGN & DESIGN SYSTEM, AMEND 2023 BUDGET & TRANSFER FUNDS	392

CATEGORY	PAGE
<u>AMEND</u>	
RESO 244-23 AMEND 2023 BUDGET & APPROPRIATE FUNDS ARPA INTERFUND TRANSFERS	395
RESO 245-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	396
RESO 246-23 BUDGET AMENDMENT, APPROPRIATE & RECEIPT ADDITIONAL FUNDS ABSENTEE BALLOT PRE-PAID POSTAGE GRANT	397
RESO 247-23 BUDGET AMENDMENT, APPROPRIATE & RECEIPT ADDITIONAL FUNDS TECH INNOV & ELECTION RESOURCE GRANT	398
RESO 255-23 AMEND RESO NOS. 193-18 & 45-23 ADOPTION OF TIOGA COUNTY TITLE VI PLAN	406
RESO 256-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; MANAGEMENT/CONFIDENTIAL VACATION & BENEFITS	407
RESO 257-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL PROCEDURES; SUBSECTION VII. MEAL ALLOWANCES	423
RESO 258-23 AMEND EMPLOYEE HANDBOOK: SECTION VII. PURCHASING & PAYMENT POLICY; MEALS PURCHASED	424
RESO 259-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES, SUN SAFETY PLAN	425
RESO 260-23 AMEND BUDGET & APPROPRIATE FUND, STRENGTHENING PH INFRASTRUCTURE & WORKFORCE PUBLIC HEALTH	427
RESO 291-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	465
RESO 293-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	466
RESO 296-23 AMEND RESO NO. 193-18 AS AMENDED BY RESO 45-23 AS AMENDED BY RESO 255-23 ADOPTION TO TIOGA COUNTY TITLE VI PLAN	480
RESO 297-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION H. PURCHASE OF FOOD, BEVERAGE, & SUPPLIES	482
RESO 298-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY RESPIRATORY PROTECT PROGRAM FOR VOLUNTARY USE OF RESPIRATOR	485
RESO 301-23 AMEND RESO NO. 299-23 STANDARD WORKDAY AND REPORTING RESOLUTION (LANOUILLE)	498
RESO 306-23 AMEND RESO NO. 231-15 EXTEND IMPOSITION ADDITIONAL 1 PERCENT RATE OF SALES & COMPENSATING USE TAX FOR 2 YRS	525
RESO 32-23 ACCEPT REIMBURSEMENT FROM ABSENTEE BALLOT PRE-PAID POSTAGE GRANT & AMEND 2022 BUDGET	36
RESO 325-23 AUTHORIZE GRANT APPLICATION, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE 2023 BUDGET	545
RESO 326-23 AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE BUDGET	546
RESO 334-23 AMEND 2023 BUDGET SOCIAL SERVICES	555

CATEGORY	PAGE
<u>AMEND</u>	
RESO 335-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	556
RESO 337-23 AMEND RESO NO. 288-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES ACCESS CONTROL HHS BLDG.	558
RESO 358-23 AMEND 2023 BUDGET PUBLIC WORKS	612
RESO 359-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR 3/4 TON PICKUP PUBLIC WORKS	613
RESO 360-23 AMEND 2023 BUDGET SOCIAL SERVICES	614
RESO 361-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	615
RESO 362-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	616
RESO 366-23 AMEND RESO NOS. 193-18, 45-23, 255-23, 296-23 ADOPT TIOGA COUNTY TITLE VI PLAN	620
RESO 371-23 AMEND EMPLOYEE HANDBOOK: SECTION II. ETHICS RULES; ADD NEW WHISTLEBLOWER POLICY	632
RESO 372-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION K. EEO/AFFIRMATIVE ACTION/ADA POLICY	636
RESO 37-23 AMEND RESO 286-22; CREATE & FILL SEASONAL OFFICE SPECIALIST I POSITIONS FOR HEAP PROGRAM DSS	41
RESO 38-23 AMEND RESOLUTION NO. 277-06; APPOINT ADA COORDINATOR (HUMES)	42
RESO 383-23 AMEND RESO NO. 246-23 & 247-23 EXTENSION OF GRANT TERMS BOARD OF ELECTIONS	662
RESO 387-23 AUTHORIZE GRANT RENEWAL, APPROPRIATE FUNDS & AMEND 2023 BUDGET MENTAL HYGIENE	665
RESO 394-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	672
RESO 398-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	676
RESO 399-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	677
RESO 400-23 AMEND 2023 BUDGET SOCIAL SERVICES	678
RESO 401-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	679
RESO 402-23 AMEND 2023 BUDGET AND TRANSFER FUNDS PUBLIC WORKS	680
RESO 403-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS CLEANING EQUIPMENT PUBLIC WORKS	681
RESO 404-23 AMEND 2023 BUDGET CONTINGENCY TRANSFER REQUEST MEDICAL EXAMINERS & CORONERS	682
RESO 405-23 AMEND RESO NO. 370-23 CREATE (1) FT CLEANING SUPERVISOR & (7) FT CLEANER I POSITIONS	683
RESO 411-23 AMEND RESO NO. 133-23; CREATE & FILL TWO (2) HIGHWAY WORKER (SEASONAL) POSITIONS DPW	692

CATEGORY	PAGE
<u>AMEND</u>	
RESO 435-23 AMEND THE CONTRACT BETWEEN TIOGA COUNTY PROBATION DEPT. & BUDDI US, LLC	726
RESO 437-23 AMEND RESO NO. 390-23 AUTHORIZE 2023-2024 CONTRACTS WITH SADD SCHOOL ASSOCIATES STOP DWI	728
RESO 444-23 AMEND RESO NO. 291-19; AUTHORIZE AMENDED AGREEMENT WITH MOTOROLA CHANGE ORDER #4 EMERGENCY SERVICES	734
RESO 45-23 AMEND RESOLUTION NO. 193-18; ADOPTION OF TIOGA COUNTY TITLE VI PLAN	48
RESO 460-23 AMEND BUDGET & TRANSFER FUNDS CLEANING STAFF PUBLIC WORKS	750
RESO 461-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	751
RESO 462-23 AMEND BUDGET & TRANSFER OF FUNDS TREASURER'S OFFICE	752
RESO 46-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XII. SECTION 3 PLAN FOR TIOGA COUNTY	50
RESO 463-23 AMEND BUDGET & TRANSFER FUNDS PUBLIC HEALTH	753
RESO 464-23 AMEND 2023 BUDGET & TRANSFER FUNDS PUBLIC HEALTH	754
RESO 465-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	755
RESO 467-23 UPDATE CHART OF ACCOUNTS & AMEND 2023 BUDGETS FOR TREASURER'S OFFICE & BUDGET OFFICE	757
RESO 47-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION T. TIOGA COUNTY REMOTE WORK POLICY-PILOT PROGRAM	67
RESO 475-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION J. M/C BENEFITS	764
RESO 476-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION J. M/C BENEFITS, LEAVE ACCRUALS	766
RESO 477-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; SUBSECTION I. TIOGA COUNTY CDL DRUG & ALCOHOL	770
RESO 48-23 AMEND EMPLOYEE HANDBOOK: SECTION VIII: COMPREHENSIVE INFORMATION SECURITY POLICY	77
RESO 49-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL POLICY, MEAL ALLOWANCES & SECTION VII. P-CARD	103
RESO 502-23 AMEND 2023 BUDGET & TRANSFER CONTINGENCY FUNDS PUBLIC HEALTH	814
RESO 535-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C BENEFITS, LEAVE ACCRUALS, VACATION	844
RESO 536-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C BENEFITS, HEALTH & DENTAL INSURANCE	848
RESO 537-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL POLICY AND PROCEDURES	851
RESO 538-23 AMEND RESO NO. 344-22 AUTHORIZE TRANSFERENCE OF PRO-FLEX 853 ADMINISTRATORS CONTRACT TO BRI PARENT, INC. COBRA ADMINISTRATION	

CATEGORY	PAGE
<u>AMEND</u>	
RESO 75-23 RE-ESTABLISH PRIOR YEAR ARPA FUNDS, AMEND 2023 BUDGET VETERANS' SERVICE AGENCY	133
RESO 78-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	136
RESO 80-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	138
RESO 81-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	139
RESO 82-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR SWEEPER PUBLIC WORKS	140
RESO 88-23 AMEND RESO NO. 35-23; AUTHORIZE CREATE & FILL GIS MANAGER; TEMPORARILY INCREASE FT HEADCOUNT ITCS (GOODRICH)	145
RESO 92-23 AMEND EMPLOYEE HANDBOOK: SECTION 1; RULES OF LEGISLATURE; ORDER OF BUSINESS, COMMITTEES & APPOINTMENTS	150
RESO 93-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION A. BUDGET TRANSFERS	160
RESO 94-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION T. REMOTE WORK POLICY-PILOT PROGRAM	165
RESO 95-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION V. LEAVE TIME	168
RESO 96-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES;. SUBSECTION J. WORKPLACE VIOLENCE PREVENTION & DISC. HARASSMENT	170
<u>ANNUAL</u>	
PUBLIC HEARING ANNUAL AGRICULTURAL DISTRICT INCLUSION FEBRUARY 23, 2023	177
RESO 8-23 ANNUAL REVIEW OF PROCUREMENT POLICY	7
<u>APPLICATION</u>	
RESO 116-23 AUTHORIZE GRANT APPLICATION TO DEPT. OF HEALTH & HUMAN SERVICES & CDC	207
RESO 147-23 AUTHORIZE SUBMISSION OF EMPG23 GRANT APPLICATION EMERGENCY SERVICES	253
RESO 148-23 AUTHORIZE SUBMISSION OF HOMELAND SECURITY GRANT APPLICATION EMERGENCY SERVICES	254
RESO 149-23 ACCEPTANCE OF APPALACHIAN REGIONAL COMMISSION GRANT APPLICATION FOR STRATEGIC PLAN & CREATE ACCOUNT	255
RESO 193-23 AUTHORIZATION TO APPLY FOR GRANT PUBLIC HEALTH	315
RESO 266-23 SEQRA CONSIDERATION NYS OPRHP 23-24 SNOWMOBILE TRAILS GRANT PROGRAM, PHASE II APPLICATION	440
RESO 268-23 MUNICIPAL ENDORSEMENT WHITNEY POINT RIDGE RIDERS SNOWMOBILE CLUB FOR NYS OPRHP 23-24 GRANT PROGRAM APPLICATION	442
RESO 325-23 AUTHORIZE GRANT APPLICATION, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE 2023 BUDGET	545

CATEGORY	PAGE
<u>APPLICATION</u>	
RESO 379-23 FILING OF APPLICATION FOR DEC MUNICIPAL WASTE REDUCTION & RECYCLING (MWRR) SOLID WASTE	657
RESO 386-23 AUTHORIZE SUBMISSION OF 2023-2024 NYS STOP DWI HIGH VISIBILITY ENGAGEMENT CAMPAIGN APPLICATION	665
RESO 443-23 AUTHORIZE APPLICATION TO NYS OFFICE OF MH COMMUNITY MH LOAN REPAYMENT PROGRAM	733
RESO 445-23 APPLY FOR INDIGENT LEGAL SERVICES GRANT	735
RESO 518-23 AUTHORIZATION TO APPLY FOR GRANT PUBLIC HEALTH	829
RESO 62-23 AUTHORIZE ED&P TO APPLY, ADMINISTER & PAY APPLICATION FEE FOR RESTORE NY GRANT 48-50 LAKE ST. OWEGO, NY	121
 <u>APPOINT</u>	
RESO 101-23 APPOINT FAIR HOUSING OFFICER (COUNTY ATTORNEY)	188
RESO 131-23 APPOINT SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY (RIDDLE)	222
RESO 14-23 APPOINT DIRECTORS SOIL & WATER CONSERVATION DISTRICT (MONELL & WESTON)	19
RESO 15-23 APPOINT MEMBERS FISH & WILDLIFE MANAGEMENT BOARD (BROWN & WOODS)	20
RESO 16-23 APPOINT MEMBER TO THE TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (TOWNSEND)	21
RESO 169-23 AUTHORIZE APPOINTMENT OF DIRECTOR OF ADMINISTRATIVE SERVICES DSS (ANDREWS)	274
RESO 172-23 AUTHORIZE APPOINTMENT OF PUBLIC HEALTH DIRECTOR (VROMAN)	277
RESO 173-23 AUTHORIZE APPOINTMENT TO TITLE OF DEPUTY DIRECTOR OF PUBLIC HEALTH (MEDINA)	278
RESO 174-23 AUTHORIZE APPOINTMENT TO TITLE OF DIRECTOR OF PATIENT SERVICES (MILLER) PUBLIC HEALTH	279
RESO 179-23 APPOINT MEMBER TO BOARD OF ETHICS (NEILD)	301
RESO 180-23 APPOINT MEMBER TO BOARD OF ETHICS (HALL)	302
RESO 208-23 AUTHORIZE APPOINTMENT OF CIVIL SERVICE TECH TRAINEE & SR CIVIL SERVICE TECH (WESTON/QUICK)	328
RESO 209-23 AUTHORIZE APPOINTMENT OF CIVIL SERVICE ASSISTANT (FARNHAM)	329
RESO 214-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (SCHWEITZER)	368
RESO 215-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (MOORE)	369
RESO 216-23 APPOINT DBE LIAISON OFFICER (DEPUTY COMMISSIONER PUBLIC WORKS)	370

CATEGORY	PAGE
<u>APPOINT</u>	
RESO 253-23 APPOINTMENT OF DEMOCRATIC DEPUTY COMMISSIONER OF ELECTIONS (DUKE)	404
RESO 254-236 AUTHORIZE APPOINTMENT OF BENEFITS MANAGER (FREYVOGEL)	405
RESO 264-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HAUPTFLEISCH)	439
RESO 300-23 AUTHORIZE APPOINTMENT OF CAPTAIN-OPERATIONS OFFICER (YEAGER) SHERIFF'S OFFICE	493
RESO 307-23 APPOINT MEMBER TO TIOGA COUNTY LOCAL DEVELOPMENT CORPORATION (HARRIS)	527
RESO 308-23 APPOINT MEMBER TO TIOGA COUNTY PLANNING BOARD (BUDNEY)	527
RESO 352-23 APPOINT MEMBER TO TIOGA COUNTY PLANNING BOARD (DAVIS)	606
RESO 369-23 AUTHORIZE APPOINTMENT OF DEPUTY COMMISSIONER OF SOCIAL SERVICES; GRANT LEAVE OF ABSENCE DSS (MYERS)	630
RESO 38-23 AMEND RESOLUTION NO. 277-06; APPOINT ADA COORDINATOR (HUMES)	42
RESO 39-23 APPOINT TITLE VI COORDINATOR (PARKE)	43
RESO 408-23 APPOINT PARALEGAL LAW DEPARTMENT (RIDDLE)	686
RESO 42-23 APPOINT ADMINISTRATIVE CORONER (BENNETT)	45
RESO 43-23 AUTHORIZE INTERIM APPOINTMENT AND SALARY INCREASE PUBLIC HEALTH (VROMAN)	46
RESO 468-23 AUTHORIZE APPOINTMENT OF MH COMPLIANCE OFFICER (DEYO-CRUZ) MENTAL HYGIENE	758
RESO 469-23 AUTHORIZE APPOINTMENT OF PUBLIC DEFENDER (CLINE)	759
RESO 470-23 APPOINTMENT OF REPUBLICAN ELECTION COMMISSIONER (JOHNSON) BOARD OF ELECTIONS	759
RESO 471-23 APPOINTMENT OF ELECTION WORKER PART-TIME (ROSENBERGER)	760
RESO 474-23 UNFUND (1) FT CONFIDENTIAL ASSISTANT, CREATE, FILL & APPOINT (1) FT ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES (DAVIS)	763
RESO 480-23 APPOINT DIRECTORS SOIL & WATER CONSERVATION DISTRICT (BROWN, MONELL, SELNEKOVIC)	789
RESO 481-23 APPOINT MEMBER TO THE BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (WOODBURN)	791
RESO 482-23 APPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (MARZEN)	791
RESO 483-23 APPOINT MEMBER TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD (WHITMORE)	792
RESO 484-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HERBERT)	793
RESO 485-23 APPOINT & EXTEND YOUTH BOARD MEMBER TERMS (LANNING, MCCANN, WHIPPLE, ROYS, SHUEY)	794

CATEGORY	PAGE
<u>APPOINT</u>	
RESO 51-23 APPOINT COUNTY LEGISLATOR KEITH FLESHER	109
RESO 52-23 APPOINT MEMBERS ALTERNATIVES TO INCARCERATION ADVISORY BOARD	110
RESO 525-23 APPOINTMENT OF REPUBLICAN DEPUTY COMMISSIONER OF ELECTIONS BOARD (HOOVER)	835
RESO 528-23 APPOINT SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY LAW DEPT. (LUNDBERG)	838
RESO 529-23 AUTHORIZE APPOINTMENT OF PART-TIME ASSISTANT PUBLIC DEFENDER (AWAD)	839
RESO 97-23 APPOINT MEMBER TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (ROBERTS)	175
RESO 98-23 AUTHORIZE APPOINTMENT OF SAFETY OFFICER (HOLBROOK)	176
 <u>APPORTION</u>	
RESO 327-23 APPORTIONING FORFEITURE OF CRIME PROCEEDS DRUG ENFORCEMENT ACTIVITIES	547
RESO 328-23 APPORTIONING FORFEITURE OF CRIME PROCEEDS DRUG ENFORCEMENT ACTIVITIES	549
 <u>APPROPRIATE</u>	
RESO 120-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF FY22 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	210
RESO 121-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS EMERGENCY SERVICES	211
RESO 122-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	212
RESO 143-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	248
RESO 145-23 AUTHORIZE ACCEPTANCE OF 2023 NYS PTS GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET SHERIFF'S OFFICE	251
RESO 146-23 AUTHORIZE ACCEPTANCE OF 2022 SICG TARGET GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET EMERGENCY SERVICES	252
RESO 152-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	258
RESO 160-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	266
RESO 161-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	267
RESO 162-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE & PUBLIC HEALTH	268
RESO 165-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION MENTAL HYGIENE	271
RESO 166-23 AMEND RESO NO. 120-23 APPROPRIATE FUNDS FY2022 DOMESTIC TERRORISM GRANT EMERGENCY SERVICES	272

CATEGORY	PAGE
<u>APPROPRIATE</u>	
RESO 23-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST 003	26
RESO 237-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS, & AMEND 2023 BUDGET SOCIAL SERVICES	388
RESO 238-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	389
RESO 24-23 RE-ESTABLISH PRIOR YEAR ARPA OPERATING & CAPITAL APPROPRIATIONS	27
RESO 243-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	394
RESO 244-23 AMEND 2023 BUDGET & APPROPRIATE FUNDS ARPA INTERFUND TRANSFERS	395
RESO 245-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	396
RESO 246-23 BUDGET AMENDMENT, APPROPRIATE & RECEIPT ADDITIONAL FUNDS ABSENTEE BALLOT PRE-PAID POSTAGE GRANT	397
RESO 247-23 BUDGET AMENDMENT, APPROPRIATE & RECEIPT ADDITIONAL FUNDS TECH INNOV & ELECTION RESOURCE GRANT	398
RESO 25-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	29
RESO 260-23 AMEND BUDGET & APPROPRIATE FUNDS, STRENGTHENING PH INFRASTRUCTURE & WORKFORCE PUBLIC HEALTH	427
RESO 26-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	30
RESO 28-23 MODIFY 2023 BUDGET AND APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	32
RESO 291-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	465
RESO 292-23 APPROPRIATE ADDITIONAL FUNDS PUBLIC WORKS	466
RESO 29-23 ACCEPT FEMA GRANT AND APPROPRIATION OF FUNDS HAZARD MITIGATION PLAN GRANT (HMP23) MODIFY BUDGET	33
RESO 293-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	466
RESO 30-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	34
RESO 321-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST	540
RESO 325-23 AUTHORIZE GRANT APPLICATION, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE 2023 BUDGET	545
RESO 326-23 AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE BUDGET	546
RESO 335-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	556
RESO 336-23 MODIFY 2023 BUDGET & APPROPRIATE FUNDS OFFICE OF EMERGENCY SERVICES	557

CATEGORY	PAGE
<u>APPROPRIATE</u>	
RESO 346-23 AWARD DESIGN SERVICES HUNT ENGINEERS WAVERLY ANNEX PROJECT & APPROPRIATE FUNDS	569
RESO 347-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS SAFETY OFFICE	570
RESO 356-23 AUTHORIZE & FUND SAAS AGREEMENT WITH TYLER TECH WITH APPROPRIATION FROM CAPITAL SOFTWARE RESERVE	610
RESO 361-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	615
RESO 362-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	616
RESO 380-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	658
RESO 387-23 AUTHORIZE GRANT RENEWAL, APPROPRIATE FUNDS & AMEND 2023 BUDGET MENTAL HYGIENE	665
RESO 393-23 APPROPRIATION OF FUNDS 2023 HOMELAND SECURITY GRANT, MODIFY 2023 BUDGET OFFICE OF EMERGENCY SERVICES & SHERIFF	671
RESO 394-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	672
RESO 395-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	673
RESO 396-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	674
RESO 398-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	676
RESO 399-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	677
RESO 446-23 AUTHORIZE ACCEPTANCE OF 2024 PTS GRANT, APPROPRIATE FUNDS, & MODIFY 2023 BUDGET SHERIFF'S OFFICE	736
RESO 465-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	755
RESO 491-23 ADOPT COUNTY BUDGET FOR 2024, APPROPRIATIONS & SALARY SCHEDULE	802
RESO 519-23 AUTHORIZE ACCEPTANCE OF 2023 SICG FORMULA GRANT, APPROPRIATE FUNDS, MODIFY 2023 BUDGET	830
RESO 76-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	134
RESO 77-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	135
RESO 78-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	136

CATEGORY	PAGE
-----------------	-------------

APPROPRIATE

RESO 79-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF 2022 NYS DCJS BODY WORN CAMERA GRANT SHERIFF'S OFFICE	137
RESO 80-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	138
RESO 81-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	139
RESO 83-23 TRANSFER OF FUNDS CAPITAL APPROPRIATIONS EMERGENCY SERVICES	141

APPROVE

RESO 119-23 APPROVE FUNDING 2023 YOUTH BUREAU PROGRAM FUNDING	210
RESO 136-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION (SCEPANIAK)	226
RESO 150-23 APPROVE AND ENTER INTO MOU WITH TOWN OF OWEGO FOR CDL DRUG TESTING	256
RESO 152-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	258
RESO 194-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CAMPVILLE FIRE DEPARTMENT	316
RESO 195-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO JOSHUA HOUSE BY WAY OF TIOGA COUNTY YOUTH BUREAU	317
RESO 196-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO JOSHUA HOUSE BY WAY OF TIOGA CO UNITED WAY	318
RESO 197-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD	318
RESO 198-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO INSPIRE-SVE	319
RESO 199-23 APPROVE FUNDING 2023 YOUTH BUREAU PROGRAM FUNDING	320
RESO 222-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TOWN OF OWEGO	376
RESO 223-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO FUDDY DUDDY'S	376
RESO 224-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TIOGA COUNTY BOYS & GIRLS CLUB CONSTRUCTION OF TEEN CENTER	377
RESO 225-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TIOGA COUNTY BOYS & GIRLS CLUB FURNISH TEEN CENTER	378
RESO 226-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TOWN OF NICHOLS	379
RESO 227-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO VILLAGE OF WAVERLY	380
RESO 228-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CAMPVILLE FIRE DEPARTMENT	380

CATEGORY	PAGE
<u>APPROVE</u>	
RESO 229-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD BY WAY OF TIOGA COUNTY SR CITIZENS	381
RESO 230-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO RURAL ECONOMIC AREA PARTNERSHIP (REAP)	382
RESO 231-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO NEWARK VALLEY UNITED CHURCH OF CHRIST	383
RESO 232-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO NICHOLS PRESBYTERIAN CHURCH	384
RESO 233-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD BY WAY OF MILDRED FAULKNER TRUMAN FOUNDATION	384
RESO 237-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS, & AMEND 2023 BUDGET SOCIAL SERVICES	388
RESO 241-23 APPROVE SOLE SOURCE PURCHASE TRAFFIC SIGN & DESIGN SYSTEM, AMEND 2023 BUDGET & TRANSFER FUNDS	392
RESO 269-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TI-AHWAGA COMMUNITY PLAYERS	443
RESO 294-23 APPROVE ALTERNATIVES TO INCARCERATION 2023-2024 SERVICE PLAN	467
RESO 309-23 APPROVE TECHNICAL ASSISTANCE PROVIDED BY ED&P STAFF	528
RESO 31-23 APPROVE CHANGE ORDER FOR HVAC PROJECT AT COUNTY OFFICE BUILDING	36
RESO 322-23 ACKNOWLEDGE & APPROVE NAME CHANGE NYS CDBG RACKER NONPROFIT HUB GRANT & MODIFY ED&P BUDGET	541
RESO 324-23 AUTHORIZE & APPROVE ACCEPTANCE RESTORE NY GRANT FUNDS TIOGA TRAILS PROJECT & MODIFY BUDGET	544
RESO 338-23 SEEK LEGISLATIVE APPROVAL TO EXCEED TIOGA COUNTY FOOD & BEVERAGE PURCHASE GUIDELINES	559
RESO 354-23 APPROVE TECHNICAL ASSISTANCE PROVIDED BY ED&P STAFF	608
RESO 382-23 APPROVE CHANGE ORDER BRIDGE PREVENTATIVE MAINTENANCE PHASE IX PIN 9754.58 PROJECT	661
RESO 389-23 APPROVE STSJP CONTRACT SFY2023-2024 PROBATION LEAD AGENCY FOR APPLICATION FOR FUNDING	667
RESO 391-23 APPROVE 2024 STOP DWI PLAN	669
RESO 433-23 APPROVE CONTRACT BETWEEN TIOGA COUNTY PROBATION & FAMILY & CHILDREN'S COUNSELING SERVICES	724
RESO 438-23 APPROVE & ENTER INTO MOU WITH IPPC TECHNOLOGIES FOR SEX OFFENDER MONITORING	729

CATEGORY	PAGE
-----------------	-------------

APPROVE

RESO 490-23 AUTHORIZE TIOGA COUNTY LEGISLATURE APPROVAL OF ISSUANCE OF REVENUE BONDS BY CENTRAL BRADFORD PROGRESS AUTHORITY	797
RESO 533-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION SHERIFF'S OFC (DEMUTH)	842
RESO 60-23 AUTHORIZING & APPROVING SETTLEMENT AGREEMENT TEVA CONCERN CLAIMS RELATE TO OPIOID CRISIS	118
RESO 64-23 APPROVE SOLE SOURCE CONTRACT & MAINTENANCE AGREEMENT PROBATION & CATALIS COURTS & LAND RECORDS	123

ARPA FUNDS

RESO 156-23 ARPA FUNDS FOR NEIGHBORHOOD DEPOT ECONOMIC DEVELOPMENT & PLANNING	261
RESO 23-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST 003	26
RESO 24-23 RE-ESTABLISH PRIOR YEAR ARPA OPERATING & CAPITAL APPROPRIATIONS	27
RESO 244-23 AMEND 2023 BUDGET & APPROPRIATE FUNDS ARPA INTERFUND TRANSFERS	395
RESO 321-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST	540
RESO 333-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO PURCHASE SOPHOS FIREWALL APPLIANCES	554
RESO 451-23 ARPA FUNDING FOR CATHOLIC CHARITIES VETERANS/MENS TRANSITIONAL HOUSING PROJECT	741
RESO 452-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO FUND ACCESS CONTROL SYSTEM UPGRADE PROBATION DEPARTMENT	743
RESO 75-23 RE-ESTABLISH PRIOR YEAR ARPA FUNDS AMEND 2023 BUDGET VETERANS' SERVICE AGENCY	133

ASSESSMENT

RESO 108-23 ERRONEOUS ASSESSMENT TOWN OF BARTON (AUSTIN)	196
RESO 109-23 ERRONEOUS ASSESSMENT TOWN OF CANDOR (STATE OF NY)	198
RESO 69-23 ERRONEOUS ASSESSMENT TOWN OF OWEGO (GABLE)	128
RESO 70-23 ERRONEOUS ASSESSMENT TOWN OF OWEGO (SERGI)	129
RESO 71-23 ERRONEOUS ASSESSMENT TOWN OF RICHFORD (STATE OF NY)	130

ASSISTANCE

RESO 194-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CAMPVILLE FIRE DEPARTMENT	316
RESO 195-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO JOSHUA HOUSE BY WAY OF TIOGA COUNTY YOUTH BUREAU	317

CATEGORY
ASSISTANCE

PAGE

RESO 196-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO JOSHUA HOUSE BY WAY OF TIOGA COUNTY UNITED WAY	318
RESO 197-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD	318
RESO 198-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO INSPIRE-SVE	319
RESO 222-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TOWN OF OWEGO	376
RESO 223-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO FUDDY DUDDY'S	376
RESO 224-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TIOGA COUNTY BOYS & GIRLS CLUB CONSTRUCTION OF TEEN CENTER	377
RESO 225-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TIOGA COUNTY BOYS & GIRLS CLUB FURNISH TEEN CENTER	378
RESO 226-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TOWN OF NICHOLS	379
RESO 227-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO VILLAGE OF WAVERLY	380
RESO 228-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CAMPVILLE FIRE DEPARTMENT	380
RESO 229-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD BY WAY OF TIOGA COUNTY SR CITIZENS	381
RESO 230-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO RURAL ECONOMIC AREA PARTNERSHIP (REAP)	382
RESO 231-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO NEWARK VALLEY UNITED CHURCH OF CHRIST	383
RESO 232-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO NICHOLS PRESBYTERIAN CHURCH	384
RESO 233-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD BY WAY OF MILDRED FAULKNER TRUMAN FOUNDATION	384
RESO 269-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TI-AHWAGA COMMUNITY PLAYERS	443
RESO 309-23 APPROVE TECHNICAL ASSISTANCE PROVIDED BY ED&P STAFF	528
RESO 354-23 APPROVE TECHNICAL ASSISTANCE PROVIDED BY ED&P STAFF	608

AUTHORIZE

RESO 111-23 AUTHORIZE 2023 REQUEST FOR INCLUSION OF LANDS IN AGRICULTURAL DISTRICTS	201
RESO 114-23 AUTHORIZE EXECUTION OF COOP AGREEMENTS LAW, ITCS, SHERIFF, DSS, PH, MH	204

CATEGORY	PAGE
<u>AUTHORIZE</u>	
RESO 116-23 AUTHORIZE GRANT APPLICATION TO DEPARTMENT OF HEALTH & HUMAN SERVICES & CDC	207
RESO 117-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS KNOWBE4 SECURITY AWARENESS TRAINING	208
RESO 118-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS BARRACUDA MESSAGE ARCHIVER	209
RESO 120-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF FY22 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	210
RESO 1-23 TRIPS AUTHORIZED	3
RESO 126-23 AUTH TRANSFER FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	216
RESO 132-23 AUTHORIZE BACKFILL PART-TIME ASSISTANT FIRE COORDINATOR (HAMMOND) EMERGENCY SERVICES	223
RESO 134-23 AUTHORIZE TO ABOLISH ONE VACANT COMM E-SRVCS COORDINATOR, CREATE & FILL ONE DIRECTOR OF PATIENT SERVICES PH	224
RESO 135-23 AUTHORIZE SALARY ABOVE CSEA BASE DSS (PARK)	226
RESO 143-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	248
RESO 144-23 AUTHORIZE ACCEPTANCE OF YR 5 FUND NYS ILS & ACCEPT YR 5 FUNDING FOR HH GRANT & AMEND 2023 BUDGET	249
RESO 145-23 AUTHORIZE ACCEPTANCE OF 2023 NYS PTS GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET SHERIFF'S OFFICE	251
RESO 146-23 AUTHORIZE ACCEPTANCE OF 2022 SICG TARGET GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET EMERGENCY SERVICES	252
RESO 147-23 AUTHORIZE SUBMISSION OF EMPG23 GRANT APPLICATION EMERGENCY SERVICES	253
RESO 148-23 AUTHORIZE SUBMISSION OF HOMELAND SECURITY GRANT APPLICATION EMERGENCY SERVICES	254
RESO 151-23 AUTHORIZATION TO JOIN & PARTICIPATE IN NEW NATIONAL OPIOID SETTLEMENT WITH CVS, WALGREENS, & WALMART	256
RESO 153-23 AUTHORIZE CONTRACT WITH ACCORD FOR OFFICE SPACE	259
RESO 169-23 AUTHORIZE APPOINTMENT OF DIRECTOR OF ADMINISTRATIVE SERVICES DSS (ANDREWS)	274
RESO 170-23 AUTHORIZATION TO RECLASSIFY WELFARE MANAGEMENT SYSTEM COORDINATOR POSITION IN SOCIAL SERVICES	275
RESO 171-23 AUTHORIZATION TO RECLASSIFY RECORDS MANAGEMENT CLERK POSITION IN MENTAL HYGIENE	276
RESO 172-23 AUTHORIZE APPOINTMENT OF PUBLIC HEALTH DIRECTOR (VROMAN)	277
RESO 173-23 AUTHORIZE APPOINTMENT TO TITLE OF DEPUTY DIRECTOR OF PUBLIC HEALTH (MEDINA)	278

CATEGORY	PAGE
<u>AUTHORIZE</u>	
RESO 174-23 AUTHORIZE APPOINTMENT TO TITLE OF DIRECTOR OF PATIENT SERVICES (MILLER) PUBLIC HEALTH	279
RESO 18-23 AUTHORIZE CONTRACT WITH TOMPKINS-SENECA-TIOGA BOCES TO ADMINISTER PREVENTION SERVICES	22
RESO 185-23 AUTHORIZATION TO RENEW AGREEMENT WITH TOWNS TO ACCEPT HOUSEHOLD ELECTRONIC WASTE FROM TIOGA COUNTY RESIDENTS	307
RESO 187-23 AUTHORIZE CONTRACT EXTENSION WITH TRIAD GROUP FOR WORKERS' COMP ADMINISTRATION	309
RESO 188-23 AUTHORIZE AGREEMENT WITH FRSECURE LLC. INTERNAL & EXTERNAL CYBERSECURITY PENETRATION TESTING	310
RESO 189-23 AMEND RESO NO. 399-22 AUTHORIZE AGREEMENT WITH ALLMODE MITEL TELECOMMUNICATIONS SYSTEM	311
RESO 191-23 TRANSFER FUNDS & AUTHORIZE AGREEMENT WITH VERTIV INC. REPLACE AC/DC CAPACITORS & FAN ON UPS UNIT	313
RESO 19-23 AUTHORIZE CONTRACT WITH SECURITAS SECURITY SERVICES FOR 56 MAIN STREET	23
RESO 193-23 AUTHORIZATION TO APPLY FOR GRANT PUBLIC HEALTH	315
RESO 20-23 AUTHORIZE LEASE WITH MOTOROLA SOLUTIONS FUND EQUIPMENT FOR P25 RADIO SYSTEM PROJECT	24
RESO 206-23 AUTHORIZE POSITION RECLASSIFICATION PUBLIC WORKS (VANDEMARK)	326
RESO 207-23 AUTHORIZE POSITION RECLASSIFICATION PUBLIC WORKS (FRENCH)	327
RESO 208-23 AUTHORIZE APPOINTMENT OF CIVIL SERVICE TECH TRAINEE & SR CIVIL SERVICE TECH (WESTON/QUICK)	328
RESO 209-23 AUTHORIZE APPOINTMENT OF CIVIL SERVICE ASSISTANT (FARNHAM)	329
RESO 21-23 AUTHORIZE LEASE AGREEMENT FOR STORAGE OF RADIO EQUIPMENT OFFICE OF EMERGENCY SERVICES	25
RESO 22-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT	26
RESO 23-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST 003	26
RESO 234-23 AUTHORIZE SUBMISSION OF STATEWIDE INTEROPERABLE COMMUNICATIONS FORMULA GRANT APPLICATION (SICG23) OFFICE OF EMERGENCY SERVICES	385
RESO 236-23 AUTHORIZATION TO SIGN CONTRACT SOCIAL SERVICES (STEUBEN CO)	387
RESO 239-23 AUTHORIZE TRANSFER FUNDS PURCHASE OF LAPTOPS & DOCKING STATIONS FOR ED&P	390
RESO 248-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR PROBATION OFFICER I (BRIANA WARD) PROBATION DEPARTMENT	399

CATEGORY	PAGE
<u>AUTHORIZE</u>	
RESO 249-23 AUTHORIZE OUT-OF-TITLE PAY (MERTSON) PUBLIC HEALTH	399
RESO 250-23 AUTHORIZATION TO CREATE & FILL ONE, PT PRINCIPAL SOCIAL WELFARE EXAMINER SOCIAL SERVICES	400
RESO 254-236 AUTHORIZE APPOINTMENT OF BENEFITS MANAGER (FREYVOGEL)	405
RESO 265-23 AUTHORIZE SUBMISSION OF 2022-2023 PSAP OPERATIONS GRANT SHERIFF'S OFFICE	440
RESO 267-23 AUTHORIZE LOCAL SPONSORSHIP FOR SNOWMOBILE CLUBS	441
RESO 273-23 AUTHORIZE CONTRACT WITH UHC RETIREE MR ADVANTAGE PLAN/MEDICARE PART D RX COVERAGE THROUGH BCPA	447
RESO 274-23 AUTHORIZE CONTRACT WITH BERKSHIRE FARMS SOCIAL SERVICES	448
RESO 275-23 AUTHORIZE CONTRACT WITH LIBERTY RESOURCES SOCIAL SERVICES	448
RESO 276-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TOMPKINS/TIOGA COUNTIES SOCIAL SERVICES	449
RESO 277-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TOMPKINS/TIOGA COUNTIES SOCIAL SERVICES	450
RESO 278-23 AUTHORIZE CONTRACT WITH TIOGA OPPORTUNITIES, INC. SOCIAL SERVICES	450
RESO 279-23 AUTHORIZE CONTRACT WITH AXON ENTERPRISES FOR BODY WORN CAMERAS SHERIFF'S OFFICE	451
RESO 280-23 AUTHORIZE SALE & TRANSFER PROPERTIES FROM TIOGA COUNTY TO TIOGA CO. PROPERTY DEV CORP.	452
RESO 281-23 AUTHORIZE SALE OF COUNTY OWNED PROPERTIES ACQUIRED FOR DELINQUENT TAXES	453
RESO 282-23 AUTHORIZE PURCHASES OUTSIDE CO. POLICIES STRENGTHEN PH INFRASTRUCTURE & WORKFORCE	455
RESO 285-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION FOR ED&P	458
RESO 289-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES UPGRADE ACCESS CONTROL & CAMERAS	462
RESO 300-23 AUTHORIZE APPOINTMENT OF CAPTAIN-OPERATIONS OFFICER (YEAGER) SHERIFF'S OFFICE	493
RESO 30-23 AUTHORIZE IMPLEMENTATION & FUND FIRST INSTANCE 100% FED AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	34
RESO 310-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY IDA	529
RESO 320-23 AUTHORIZE TANDEM TRUCK DOWN PAYMENT	539

CATEGORY	PAGE
<u>AUTHORIZE</u>	
RESO 321-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST	540
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
RESO 324-23 AUTHORIZE & APPROVE ACCEPTANCE RESTORE NY GRANT FUNDS TIOGA TRAILS PROJECT & MODIFY BUDGET	544
RESO 325-23 AUTHORIZE GRANT APPLICATION, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE 2023 BUDGET	545
RESO 326-23 AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE BUDGET	546
RESO 331-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCK STATION FOR ED&P	552
RESO 332-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIR FOR DISTRICT ATTORNEY'S OFFICE	553
RESO 33-23 AUTHORIZE MULTI-YEAR PREPAYMENT OF SUBSCRIPTION TO ACHIEVE SAVINGS	37
RESO 333-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO PURCHASE SOPHOS FIREWALL APPLIANCES	554
RESO 337-23 AMEND RESO 288-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES ACCESS CONTROL HHS BLDG.	558
RESO 35-23 AUTHORIZE CREATION AND FILLING OF TEMPORARY POSITION (GIS TECHNICIAN)	39
RESO 353-23 DESIGNATION OF TCLDC DBA TIOGA CO TOURISM AS AUTHORIZED TOURISM PROMOTION AGENCY 2024	607
RESO 355-23 AUTHORIZE CONTRACT WITH A NEW HOPE CENTER SOCIAL SERVICES	609
RESO 356-23 AUTHORIZE & FUND SAAS AGREEMENT WITH TYLER TECHNOLOGIES WITH APPROPRIATION FROM CAPITAL SOFTWARE RESERVE	610
RESO 367-23 AUTHORIZE OUT-OF-TITLE PAY DEPARTMENT OF MOTOR VEHICLES (CHANDLER/PALANZA)	627
RESO 369-23 AUTHORIZE APPOINTMENT OF DEPUTY COMMISSIONER OF SOCIAL SERVICES; GRANT LEAVE OF ABSENCE DSS (MYERS)	630
RESO 380-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE AID MARCHISELLI ELIG COSTS TRANSPORTATION	658
RESO 381-23 AUTHORIZE IMPLEMENTATION & FUND COSTS OF TRANSPORTATION PROJECT FED AID & STATE AID OR REIMB BRIDGE NY FUNDS	659
RESO 385-23 AUTHORIZE SUBMISSION OF STATEWIDE INTEROPERABLE COMMUNICATIONS TARGETED GRANT APPLICATION (SICG23)	664
RESO 386-23 AUTHORIZE SUBMISSION OF 2023-2024 NYS STOP DWI HIGH VISIBILITY ENGAGEMENT CAMPAIGN APPLICATION	665
RESO 387-23 AUTHORIZE GRANT RENEWAL APPROPRIATE FUNDS & AMEND 2023 BUDGET MENTAL HYGIENE	665

CATEGORY	PAGE
<u>AUTHORIZE</u>	
RESO 390-23 AUTHORIZE 2023-2024 CONTRACTS WITH SADD SCHOOL ASSOCIATES STOP DWI	668
RESO 409-23 AUTHORIZE TO UPDATE & RENEW EXISTING ENTERPRISE AGREEMENT WITH MICROSOFT, INC.	690
RESO 410-23 AUTHORIZE CONTRACT WITH EXCELLUS BCBS TO ADMINISTER HEALTH INSURANCE BENEFITS	691
RESO 41-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR CASE SUPERVISOR, GRADE B (CORBIN)	45
RESO 424-23 AUTHORIZE CONTRACT BETWEEN RIVERSIDE FORENSIC PATHOLOGY, LLC. AND TIOGA COUNTY	716
RESO 425-23 AUTHORIZE CONTRACT WITH FAIRVIEW RECOVERY SERVICES FOR CONTRACTING MH CONTRACTED STAFFING	717
RESO 426-23 AUTHORIZE CONTRACT WITH TOMPKINS-SENECA-TIOGA BOCES TO ADMINISTER PREVENTION SERVICES	717
RESO 427-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TO ADMINISTER ONGOING INTEGRATED SUPPORTED EMPLOYMENT	718
RESO 428-23 AUTHORIZE CONTRACT WITH ASPIREHOPENY TO ADMINISTER PARENT SUPPORT SERVICES	719
RESO 429-23 AUTHORIZE CONTRACT WITH TRINITY TO ADMINISTER PREVENTION & JAIL SERVICES	720
RESO 430-23 AUTHORIZE CONTRACT WITH REHABILITATION SUPPORT SERVICES TO ADMINISTER PSYCHOSOCIAL CLUB, ETC.	721
RESO 431-23 AUTHORIZE CONTRACT WITH LIFETIME BENEFIT SOLUTIONS, INC. TO ADMIN FLEX SPEND & HRA PROGRAMS	722
RESO 432-23 AUTHORIZE CONTRACT BETWEEN NYS OFFICE OF INDIGENT LEGAL SERVICES & TIOGA COUNTY	723
RESO 43-23 AUTHORIZE INTERIM APPOINTMENT AND SALARY INCREASE PUBLIC HEALTH (VROMAN)	46
RESO 436-23 AUTHORIZE CONTRACT WITH DELTA DENTAL TO ADMINISTER DENTAL BENEFITS	727
RESO 437-23 AMEND RESO NO. 390-23 AUTHORIZE 2023-2024 CONTRACTS WITH SADD SCHOOL ASSOCIATES STOP DWI	728
RESO 439-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY SOIL & WATER CONSERVATION DISTRICT	730
RESO 440-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY	731
RESO 441-23 AUTHORIZATION LEASE FOR EMPIRE ACCESS	732
RESO 442-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT	732
RESO 443-23 AUTHORIZE APPLICATION TO NYS OFFICE OF MH COMMUNITY MH LOAN REPAYMENT PROGRAM	733

CATEGORY	PAGE
<u>AUTHORIZE</u>	
RESO 444-23 AMEND RESO NO. 291-19; AUTHORIZE AMENDED AGREEMENT WITH MOTOROLA CHANGE ORDER #4 EMERGENCY SERVICES	734
RESO 446-23 AUTHORIZE ACCEPTANCE OF 2024 PTS GRANT, APPROPRIATE FUNDS, & MODIFY 2023 BUDGET SHERIFF'S OFFICE	736
RESO 447-23 AUTHORIZE ACCEPTANCE OF NYS 2023 PSAP OPERATIONS GRANT & MODIFY 2023 BUDGET	737
RESO 450-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% OF FEDERAL AID & STATE MARCHISELLI PROGRAM AID TRANSPORTATION COST	740
RESO 452-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO FUND ACCESS CONTROL SYSTEM UPGRADE PROBATION DEPARTMENT	743
RESO 454-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIRS TREASURER'S OFFICE	745
RESO 468-23 AUTHORIZE APPOINTMENT OF MH COMPLIANCE OFFICER (DEYO-CRUZ) MENTAL HYGIENE	758
RESO 469-23 AUTHORIZE APPOINTMENT OF PUBLIC DEFENDER (CLINE)	759
RESO 472-23 AUTHORIZE POSITION RECLASSIFICATION (SMITH) PUBLIC WORKS	761
RESO 490-23 AUTHORIZE TIOGA CO LEGISLATURE APPROVAL OF ISSUANCE OF REVENUE BONDS BY CENTRAL BRADFORD PROGRESS AUTHORITY	797
RESO 493-23 AUTHORIZE TREASURER TO ENCUMBER FUNDS	803
RESO 494-23 AUTHORIZE THE RE-ESTABLISHMENT OF PRIOR YEAR 2023 GRANT FUNDS AND CAPITAL PROJECTS	804
RESO 499-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	811
RESO 505-23 AUTHORIZE RETAINER AGREEMENT FOR PERSONNEL SERVICES (ROEMER)	817
RESO 506-23 AUTHORIZE CONTRACT WITH A NEW HOPE CENTER SOCIAL SERVICES	817
RESO 507-23 AUTHORIZATION TO SIGN CONTRACT WITH STEUBEN COUNTY SOCIAL SERVICES	818
RESO 508-23 AUTHORIZE CONTRACT WITH FAMILY & CHILDREN'S SOCIETY OF BROOME CO., INC. SOCIAL SERVICES	819
RESO 509-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE SOCIAL SERVICES	820
RESO 510-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE SOCIAL SERVICES	821
RESO 511-23 AUTHORIZE CONTRACT WITH INDUSTRIAL MEDICINE ASSOCIATES SOCIAL SERVICES	821
RESO 512-23 AUTHORIZE CONTRACT WITH MULTIPLE FOSTER CARE AGENCIES SOCIAL SERVICES	822
RESO 513-23 AUTHORIZE CONTRACTS PUBLIC HEALTH	823

CATEGORY	PAGE
<u>AUTHORIZE</u>	
RESO 514-23 AUTHORIZE CONTRACT WITH PRACADEMIC PARTNERS FOR EXECUTIVE SEARCH SERVICES FOR COUNTY ADMINISTRATOR POSITION	825
RESO 518-23 AUTHORIZATION TO APPLY FOR GRANT PUBLIC HEALTH	829
RESO 519-23 AUTHORIZE ACCEPTANCE OF 2023 SICG FORMULA GRANT, APPROPRIATE FUNDS, MODIFY 2023 BUDGET	830
RESO 521-23 AUTHORIZATION TO PURCHASE NINE (9) VOTING MACHINES	832
RESO 523-23 AUTHORIZE 2024 SALARIES/WAGES (BOARD OF ELECTIONS)	833
RESO 524-23 AUTHORIZE CREATION OF ELECTION INSPECTOR SEASONAL POSITIONS BOARD OF ELECTIONS	834
RESO 529-23 AUTHORIZE APPOINTMENT OF PART-TIME ASSISTANT PUBLIC DEFENDER (AWAD)	839
RESO 531-23 AUTHORIZE CIVIL MANAGER TITLE SALARY INCREASE SHERIFF'S OFFICE (LOMBARDONI)	840
RESO 532-23 AUTHORIZE SALARY REALLOCATION WITHIN CSEA SALARY SCHEDULE CIVIL LAW CLERK SHERIFF'S OFC	841
RESO 534-23 AUTHORIZING ONE-YEAR EXTENSION OF TIOGA CO REMOTE WORK POLICY-PILOT PROGRAM	843
RESO 538-23 AMEND RESO NO. 344-22 AUTHORIZE TRANSFERENCE OF PRO-A FLEX ADMINISTRATORS, LLC. CONTRACT TO BRI PARENT, INC. COBRA ADMIN	853
RESO 59-23 AUTHORIZING LEGISLATIVE CHAIR SIGNATURE ON FARMER BROWN SOLAR, LLC PILOT AGREEMENT	117
RESO 60-23 AUTHORIZING & APPROVING SETTLEMENT AGREEMENT TEVA CONCERN CLAIMS RELATE TO OPIOID CRISIS	118
RESO 61-23 AUTHORIZE LEGISLATIVE CHAIR TO EXECUTE DOCS DEDICATE & DECLARE PORTION OF BELVA LOCKWOOD LANE AS COUNTY ROAD	120
RESO 62-23 AUTHORIZE ED&P TO APPLY, ADMINISTER & PAY APPLICATION FEE FOR RESTORE NY GRANT 48-50 LAKE ST OWEGO, NY	121
RESO 63-23 AUTHORIZE SUBMISSION OF FISCAL YEAR 2023 BODY WORN CAMERA GRANT SHERIFF'S OFFICE	122
RESO 65-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE INC.	124
RESO 66-23 AUTHORIZE AGREEMENT WITH NYS INFO TECH SERVICES FOR ENDPOINT DETECTION & RESPONSE SOFTWARE	125
RESO 67-23 AUTHORIZE PARTICIPATION IN SOURCEWELL COOPERATIVE PURCHASING PROGRAM	126
RESO 68-23 AUTHORIZE PARTICIPATION IN PEPPM COOPERATIVE PURCHASING PROGRAM	127
RESO 79-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF 2022 NYS DCJS BODY WORN CAMERA GRANT SHERIFF'S OFFICE	137
RESO 86-23 AUTHORIZATION TO CREATE & FILL SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY; TEMPORARILY INCREASE FT HEADCOUNT LAW DEPARTMENT	143

CATEGORY	PAGE
-----------------	-------------

AUTHORIZE

RESO 87-23 AUTHORIZE TO CREATE & FILL ONE, FULL-TIME HEO III POSITION PUBLIC WORKS	144
RESO 88-23 AMEND RESO 35-23; AUTHORIZATION TO CREATE & FILL GIS MANAGER; TEMPORARILY INCREASE FT HEADCOUNT ITCS (GOODRICH)	145
RESO 89-23 AUTHORIZE SALARY ABOVE HIRING BASE CORRECTIONS OFFICER SHERIFF'S OFFICE (WILBUR)	147
RESO 91-23 AUTHORIZE TO FUND POSITION OF DIRECTOR OF ADMINISTRATIVE SERVICES SOCIAL SERVICES	149
RESO 98-23 AUTHORIZE APPOINTMENT OF SAFETY OFFICER (HOLBROOK)	176

AWARD

RESO 113-23 AWARD CONTRACT HAZARD MITIGATION PLAN (BARTON & LOGUIDICE, DPC)	203
RESO 186-23 AWARD CONTRACT STRATEGIC OPERATION PLAN	308
RESO 192-23 ACCEPT INDIGENT LEGAL SERVICES AWARD & AMEND 2023 BUDGET	314
RESO 235-23 AWARD DESIGN SERVICES TO DELTA ENGINEERS DAY HOLLOW RD CULVERT	386
RESO 270-23 AWARD BID FOR CRUMTOWN RD PAVEMENT OVERLAY	444
RESO 271-23 AWARD BID FOR HARFORD RD PAVEMENT OVERLAY	445
RESO 272-23 AWARD BID FOR WEST CREEK RD PAVEMENT OVERLAY	446
RESO 316-23 AWARD BRIDGE PREVENTATIVE MAINTENANCE PHASE IX, PIN 9754.58 CONSTRUCTION CONTRACT	536
RESO 317-23 AWARD BID FOR HHS PARKING LOT PAVEMENT OVERLAY	537
RESO 318-23 AWARD BID FOR WILLSEYVILLE RD PAVEMENT OVERLAY	537
RESO 319-23 AWARD BID FOR TANDEM TRUCK	538
RESO 346-23 AWARD DESIGN SERVICES HUNT ENGINEERS WAVERLY ANNEX PROJECT & APPROPRIATE FUNDS	569
RESO 357-23 AWARD DESIGN SERVICES TO MCFARLAND JOHNSON FOR BIN 3335020	612
RESO 388-23 AWARD 2023 EMERGENCY MANAGEMENT PLANNING GRANT (EMP23) EMERGENCY SERVICES	667
RESO 515-23 AWARD CONTRACT CBH MEDICAL FOR JAIL MEDICAL & MH SERVICES SHERIFF'S OFFICE	826

BACKFILL

RESO 132-23 AUTHORIZE BACKFILL PART-TIME ASSISTANT FIRE COORDINATOR (HAMMOND) EMERGENCY SERVICES	223
--	-----

BAN

RESO 106-23 URGING GOVERNOR HOCHUL TO RECONSIDER BAN OF GAS STOVES & OTHER NEW FOSSIL FUEL HEAT EQUIPMENT	192
---	-----

CATEGORY	PAGE
<u>BID</u>	
RESO 270-23 AWARD BID FOR CRUMTOWN RD PAVEMENT OVERLAY	444
RESO 271-23 AWARD BID FOR HARFORD RD PAVEMENT OVERLAY	445
RESO 272-23 AWARD BID FOR WEST CREEK RD PAVEMENT OVERLAY	446
RESO 317-23 AWARD BID FOR HHS PARKING LOT PAVEMENT OVERLAY	537
RESO 318-23 AWARD BID FOR WILLSEYVILLE ROAD PAVEMENT OVERLAY	537
RESO 319-23 AWARD BID FOR TANDEM TRUCK	538
RESO 345-23 ACCEPT AUCTION BIDS FOR COUNTY OWNED PROPERTIES ACQUIRED FOR TAXES, AUTHORIZE EXECUTION OF DEEDS	566
<u>BOARD</u>	
RESO 103-23 REAPPOINT DIRECTOR SOIL & WATER CONSERVATION DISTRICT (KWIATKOWSKI)	190
RESO 104-23 REAPPOINT MEMBER TO BOARD OF ETHICS (HITCHINGS)	191
RESO 105-23 REAPPOINT MEMBER TO TIOGA COUNTY LOCAL DEV CORP (CASE)	192
RESO 142-23 REAPPOINT MEMBER TO TRAFFIC SAFETY BOARD (JACKSON)	247
RESO 14-23 APPOINT DIRECTORS SOIL & WATER CONSERVATION DISTRICT (MONELL & WESTON)	19
RESO 15-23 APPOINT MEMBERS FISH & WILDLIFE MANAGEMENT BOARD (BROWN & WOODS)	20
RESO 16-23 APPOINT MEMBER TO THE TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (TOWNSEND)	21
RESO 17-23 RECOMMEND MEMBERS TO SUSQUEHANNA HERITAGE AREA COMMISSION (MAFFEI & ORTU)	21
RESO 179-23 APPOINT MEMBER TO BOARD OF ETHICS (NEILD)	301
RESO 180-23 APPOINT MEMBER TO BOARD OF ETHICS (HALL)	302
RESO 214-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (SCHWEITZER)	368
RESO 215-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (MOORE)	369
RESO 264-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HAUPTFLEISCH)	439
RESO 352-23 APPOINT MEMBER TO TIOGA CO. PLANNING BOARD (DAVIS)	606

CATEGORY	PAGE
<u>BOARD</u>	
RESO 481-23 APPOINT MEMBER TO THE BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (WOODBURN)	791
RESO 482-23 APPOINT MEMBER TO THE TIOGA CO. PLANNING BOARD (MARZEN)	791
RESO 483-23 APPOINT MEMBER TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD (WHITMORE)	792
RESO 484-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HERBERT)	793
RESO 485-23 APPOINT & EXTEND YOUTH BOARD MEMBER TERMS (LANNING, MCCANN, WHIPPLE, ROYS, SHUEY)	794
RESO 486-23 REAPPOINT MEMBER TO THE TIOGA CO. PLANNING BOARD (CACCIOLA)	795
RESO 487-23 REAPPOINT MEMBER TO THE TIOGA CO. PLANNING BOARD (ECKLEY)	795
RESO 488-23 REAPPOINT MICHAEL BARATTA TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD	796
RESO 489-23 REAPPOINT HANNAH MURRAY TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD	797
RESO 52-23 APPOINT MEMBERS ALTERNATIVES TO INCARCERATION ADVISORY BOARD	110
RESO 53-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (BIALY)	111
RESO 54-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (GILLULE)	111
RESO 55-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (STANDINGER)	112
RESO 97-23 APPOINT MEMBER TIOGA CO AGRICULTURAL & FARMLAND PROTECTION BOARD (ROBERTS)	175
<u>BUDGET</u>	
PUBLIC HEARING 2024 BUDGET NOVEMBER 14, 2023	694
RESO 121-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS EMERGENCY SERVICES	211
RESO 122-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	212
RESO 123-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	213
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 125-23 AMEND 2022 BUDGET & TRANSFER FUNDS FOR EMPLOYMENT FUND	215
RESO 144-23 AUTHORIZE ACCEPTANCE OF YR 5 FUND NYS ILS & ACCEPT YR 5 FUNDING FOR HH GRANT & AMEND 2023 BUDGET	249

CATEGORY	PAGE
<u>BUDGET</u>	
RESO 145-23 AUTHORIZE ACCEPTANCE OF 2023 NYS PTS GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET SHERIFF'S OFFICE	251
RESO 146-23 AUTHORIZE ACCEPTANCE OF 2022 SICG TARGET GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET EMERGENCY SERVICES	252
RESO 152-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	258
RESO 157-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	263
RESO 158-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	264
RESO 159-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	265
RESO 160-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	266
RESO 161-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	267
RESO 162-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE & PUBLIC HEALTH	268
RESO 163-23 AMEND BUDGET & TRANSFER FUNDS HIGHWAY WORKER (SEASONAL) PUBLIC WORKS	269
RESO 165-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION MENTAL HYGIENE	271
RESO 167-23 AMEND RESO NO. 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY BUDGET SAFETY OFFICE	273
RESO 192-23 ACCEPT INDIGENT LEGAL SERVICES AWARD & AMEND 2023 BUDGET	314
RESO 200-23 ESTABLISH NEW BUDGET LINE, MODIFY REAL PROPERTY 2023 BUDGET & TRANSFER FUNDS FOR PURCHASE OF LAPTOP	321
RESO 201-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS LAW DEPARTMENT	322
RESO 202-23 TRANSFER FUNDS 2023 BUDGET SOLID WASTE	323
RESO 204-23 AMEND 2023 BUDGET TIOGA CAREER CENTER	324
RESO 237-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS, & AMEND 2023 BUDGET SOCIAL SERVICES	388
RESO 238-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	389
RESO 240-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION PURCHASE OF EQUIPMENT COUNTY CLERK	391
RESO 241-23 APPROVE SOLE SOURCE PURCHASE TRAFFIC SIGN & DESIGN SYSTEM, AMEND 2023 BUDGET & TRANSFER FUNDS	392
RESO 243-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	394

CATEGORY	PAGE
<u>BUDGET</u>	
RESO 244-23 AMEND 2023 BUDGET & APPROPRIATE FUNDS ARPA INTERFUND TRANSFERS	395
RESO 245-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	396
RESO 246-23 BUDGET AMENDMENT APPROPRIATE & RECEIPT ADDITIONAL FUNDS ABSENTEE BALLOT PRE-PAID POSTAGE GRANT	397
RESO 247-23 BUDGET AMENDMENT APPROPRIATE & RECEIPT ADDITIONAL FUNDS TECH INNOV & ELECTION RESOURCE GRANT	398
RESO 25-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	29
RESO 260-23 AMEND BUDGET & APPROPRIATE FUNDS, STRENGTHENING PH INFRASTRUCTURE & WORKFORCE PUBLIC HEALTH	427
RESO 26-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	30
RESO 27-23 TRANSFER OF FUNDS 2022 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	31
RESO 28-23 MODIFY 2023 BUDGET AND APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	32
RESO 291-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	465
RESO 29-23 ACCEPT FEMA GRANT AND APPROPRIATION OF FUNDS HAZARD MITIGATION PLAN GRANT (HMP23) MODIFY BUDGET	33
RESO 293-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	466
RESO 322-23 ACKNOWLEDGE & APPROVE NAME CHANGE NYS CDBG RACKER NONPROFIT HUB GRANT & MODIFY ED&P BUDGET	541
RESO 32-23 ACCEPT REIMBURSEMENT FROM ABSENTEE BALLOT PRE-PAID POSTAGE GRANT & AMEND 2022 BUDGET	36
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
RESO 324-23 AUTHORIZE & APPROVE ACCEPTANCE RESTORE NY GRANT FUNDS TIOGA TRAILS PROJECT & MODIFY BUDGET	544
RESO 325-23 AUTHORIZE GRANT APPLICATION, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE 2023 BUDGET	545
RESO 326-23 AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE BUDGET	546
RESO 329-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE VIDEO CONFERENCE CAMERA	550
RESO 330-23 TRANSFER FUNDS, 2023 BUDGET MODIFICATION, PURCHASE OF EQUIPMENT COUNTY CLERK	551
RESO 334-23 AMEND 2023 BUDGET SOCIAL SERVICES	555
RESO 335-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	556

CATEGORY <u>BUDGET</u>	PAGE
RESO 336-23 MODIFY 2023 BUDGET & APPROPRIATE FUNDS OFFICE OF EMERGENCY SERVICES	557
RESO 347-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS SAFETY OFFICE	570
RESO 358-23 AMEND 2023 BUDGET PUBLIC WORKS	612
RESO 359-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR 3/4 TON PICKUP PUBLIC WORKS	613
RESO 360-23 AMEND 2023 BUDGET SOCIAL SERVICES	614
RESO 361-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	615
RESO 362-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	616
RESO 363-23 TRANSFER OF FUNDS BUDGET MODIFICATION DISTRICT ATTORNEY	617
RESO 364-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	618
RESO 375-23 SET PUBLIC HEARING 2024 BUDGET	652
RESO 387-23 AUTHORIZE GRANT RENEWAL APPROPRIATE FUNDS & AMEND 2023 BUDGET MENTAL HYGIENE	665
RESO 392-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS PUBLIC DEFENDER	670
RESO 393-23 APPROPRIATION OF FUNDS 2023 HOMELAND SECURITY GRANT, MODIFY 2023 BUDGET OFFICE OF EMERGENCY SERVICES & SHERIFF	671
RESO 394-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	672
RESO 395-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	673
RESO 396-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	674
RESO 397-23 TRANSFER OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	675
RESO 398-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	676
RESO 399-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	677
RESO 400-23 AMEND 2023 BUDGET SOCIAL SERVICES	678
RESO 401-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	679
RESO 402-23 AMEND 2023 BUDGET AND TRANSFER FUNDS PUBLIC WORKS	680
RESO 404-23 AMEND 2023 BUDGET CONTINGENCY TRANSFER REQUEST MEDICAL EXAMINERS & CORONERS	682

CATEGORY <u>BUDGET</u>	PAGE
RESO 446-23 AUTHORIZE ACCEPTANCE OF 2024 PTS GRANT, APPROPRIATE FUNDS, & MODIFY 2023 BUDGET SHERIFF'S OFFICE	736
RESO 447-23 AUTHORIZE ACCEPTANCE OF NYS 2023 PSAP OPERATIONS GRANT & MODIFY 2023 BUDGET	737
RESO 455-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	746
RESO 456-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	747
RESO 457-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	748
RESO 458-23 BUDGET MODIFICATION 2023 & TRANSFER FUNDS PUBLIC WORKS	749
RESO 459-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS SAFETY OFFICE	750
RESO 460-23 AMEND BUDGET & TRANSFER FUNDS CLEANING STAFF PUBLIC WORKS	750
RESO 461-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	751
RESO 462-23 AMEND BUDGET & TRANSFER OF FUNDS TREASURER'S OFFICE	752
RESO 463-23 AMEND BUDGET & TRANSFER OF FUNDS PUBLIC HEALTH	753
RESO 464-23 AMEND 2023 BUDGET & TRANSFER FUNDS PUBLIC HEALTH	754
RESO 465-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	755
RESO 466-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	756
RESO 467-23 UPDATE CHART OF ACCOUNTS & AMEND 2023 BUDGETS FOR TREASURER'S OFFICE & BUDGET OFFICE	757
RESO 491-23 ADOPT COUNTY BUDGET FOR 2024, APPROPRIATIONS & SALARY SCHEDULE	802
RESO 500-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	812
RESO 501-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	813
RESO 502-23 AMEND 2023 BUDGET & TRANSFER CONTINGENCY FUNDS PUBLIC HEALTH	814
RESO 503-23 REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	815
RESO 519-23 AUTHORIZE ACCEPTANCE OF 2023 SICG FORMULA GRANT, APPROPRIATE FUNDS, MODIFY 2023 BUDGET	830
RESO 72-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE LAPTOP	131

CATEGORY	PAGE
<u>BUDGET</u>	
RESO 73-23 RE-ESTABLISH PRIOR YEAR 2022 CAPITAL FOR 2023 BUDGET FOR FIRE/EMERGENCY MANAGEMENT OFFICE	131
RESO 75-23 RE-ESTABLISH PRIOR YEAR ARPA FUNDS, AMEND 2023 BUDGET VETERANS' SERVICE AGENCY	133
RESO 76-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	134
RESO 77-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	135
RESO 78-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	136
RESO 80-23 AMEND BUDGET AND APPROPRIATE FUNDS MENTAL HYGIENE	138
RESO 81-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	139
RESO 82-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR SWEEPER PUBLIC WORKS	140
RESO 84-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	142
RESO 85-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	142

CAPITAL BUDGET

RESO 128-23 AMEND 2022 CAPITAL BUDGET & TRANSFER FUNDS	219
RESO 129-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS HEAVY EQUIPMENT LIFTS PUBLIC WORKS	220
RESO 130-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS TANDEM TRUCK BOX UPGRADES PUBLIC WORKS	221
RESO 164-23 AMEND 2023 CAPITAL BUDGET & TRANSFER FUNDS FOR MECHANIC TRUCK PUBLIC WORKS	270
RESO 24-23 RE-ESTABLISH PRIOR YEAR ARPA OPERATING & CAPITAL APPROPRIATIONS	27
RESO 359-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR 3/4 TON PICKUP PUBLIC WORKS	613
RESO 403-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS CLEANING EQUIPMENT PUBLIC WORKS	681
RESO 82-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR SWEEPER PUBLIC WORKS	140
RESO 83-23 TRANSFER OF FUNDS CAPITAL APPROPRIATIONS EMERGENCY SERVICES	141

CATEGORY	PAGE
<u>CAPITAL PROJECT</u>	
RESO 23-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST 003	26
RESO 321-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST	540
RESO 333-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO PURCHASE SOPHOS FIREWALL APPLIANCES	554
RESO 452-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO FUND ACCESS CONTROL SYSTEM UPGRADE PROBATION DEPARTMENT	743
RESO 494-23 AUTHORIZE THE RE-ESTABLISHMENT OF PRIOR YEAR 2023 GRANT FUNDS AND CAPITAL PROJECTS	804
RESO 73-23 RE-ESTABLISH PRIOR YEAR 2022 CAPITAL FOR 2023 BUDGET FOR FIRE/EMERGENCY MANAGEMENT OFFICE	131
<u>CHANGE ORDER</u>	
RESO 31-23 APPROVE CHANGE ORDER FOR HVAC PROJECT AT COUNTY OFFICE BUILDING	36
RESO 382-23 APPROVE CHANGE ORDER BRIDGE PREVENTATIVE MAINTENANCE PHASE IX PIN 9754.58 PROJECT	661
RESO 444-23 AMEND RESO NO. 291-19; AUTHORIZE AMENDED AGREEMENT WITH MOTOROLA CHANGE ORDER #4 EMERGENCY SERVICES	734
<u>CHART OF ACCOUNTS</u>	
RESO 284-23 UPDATE PUBLIC HEALTH CHART OF ACCOUNTS	457
RESO 467-23 UPDATE CHART OF ACCOUNTS & AMEND 2023 BUDGETS FOR TREASURER'S OFFICE & BUDGET OFFICE	757
<u>COLLECTIVE BARGAINING</u>	
RESO 261-23 RATIFY COLLECTIVE BARGAINING AGREEMENT FOR TCLEA	430
RESO 344-23 RATIFY COLLECTIVE BARGAINING AGREEMENT (TCCA/NCEU)	565
<u>COMPLIANCE</u>	
RESO 184-23 CORPORATE COMPLIANCE PROGRAM IN MENTAL HYGIENE	306

CATEGORY	PAGE
<u>CONTINGENCY</u>	
RESO 125-23 AMEND 2022 BUDGET & TRANSFER FUNDS FOR EMPLOYMENT FUND	215
RESO 364-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	618
RESO 404-23 AMEND 2023 BUDGET CONTINGENCY TRANSFER REQUEST MEDICAL EXAMINERS & CORONERS	682
RESO 466-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	756
RESO 502-23 AMEND 2023 BUDGET & TRANSFER CONTINGENCY FUNDS PUBLIC HEALTH	814
RESO 503-23 REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	815

CONTRACT

RESO 112-23 ENTER INTO CONTRACT WITH CATAMOUNT CONSULTING FOR AUDIOGRAMS	202
RESO 113-23 AWARD CONTRACT HAZARD MITIGATION PLAN (BARTON & LOGUIDICE, DPC)	203
RESO 152-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	258
RESO 153-23 AUTHORIZE CONTRACT WITH ACCORD FOR OFFICE SPACE	259
RESO 18-23 AUTHORIZE CONTRACT WITH TOMPKINS-SENECA-TIOGA BOCES TO ADMINISTER PREVENTION SERVICES	22
RESO 186-23 AWARD CONTRACT STRATEGIC OPERATION PLAN	308
RESO 187-23 AUTHORIZE CONTRACT EXTENSION WITH TRIAD GROUP FOR WORKERS' COMP ADMINISTRATION	309
RESO 19-23 AUTHORIZE CONTRACT WITH SECURITAS SECURITY SERVICES FOR 56 MAIN STREET	23
RESO 235-23 AWARD DESIGN SERVICES TO DELTA ENGINEERS DAY HOLLOW RD. CULVERT	386
RESO 236-23 AUTHORIZATION TO SIGN CONTRACT SOCIAL SERVICES (STEUBEN CO)	387
RESO 237-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS, & AMEND 2023 BUDGET SOCIAL SERVICES	388
RESO 273-23 AUTHORIZE CONTRACT WITH UHC RETIREE MEDICARE ADVANTAGE PLAN/MEDICARE PART D RX COVERAGE THROUGH BCPA	447
RESO 274-23 AUTHORIZE CONTRACT WITH BERKSHIRE FARMS SOCIAL SERVICES	448
RESO 275-23 AUTHORIZE CONTRACT WITH LIBERTY RESOURCES SOCIAL SERVICES	448
RESO 276-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TOMPKINS/TIOGA COUNTIES SOCIAL SERVICES	449

CATEGORY	PAGE
<u>CONTRACT</u>	
RESO 277-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TOMPKINS/TIOGA COUNTIES SOCIAL SERVICES	450
RESO 278-23 AUTHORIZE CONTRACT WITH TIOGA OPPORTUNITIES, INC. SOCIAL SERVICES	450
RESO 279-23 AUTHORIZE CONTRACT WITH AXON ENTERPRISES FOR BODY WORN CAMERAS SHERIFF'S OFFICE	451
RESO 316-23 AWARD BRIDGE PREVENTATIVE MAINTENANCE PHASE IX, PIN 9754.58 CONSTRUCTION CONTRACT	536
RESO 355-23 AUTHORIZE CONTRACT WITH A NEW HOPE CENTER SOCIAL SERVICES	609
RESO 389-23 APPROVE STSJP CONTRACT SFY2023-2024 PROBATION LEAD AGENCY FOR APPLICATION FOR FUNDING	667
RESO 390-23 AUTHORIZE 2023-2024 CONTRACTS WITH SADD SCHOOL ASSOCIATES STOP DWI	668
RESO 410-23 AUTHORIZE CONTRACT WITH EXCELLUS BCBS TO ADMINISTER HEALTH INSURANCE BENEFITS	691
RESO 422-23 ENTER INTO CONTRACT WITH EVOLUTION CONSULTING, LLC. FOR CDL DRUG & ALCOHOL TESTING	713
RESO 423-23 ENTER INTO CONTRACT WITH CATAMOUNT CONSULTING FOR AUDIOGRAMS	715
RESO 424-23 AUTHORIZE CONTRACT BETWEEN RIVERSIDE FORENSIC PATHOLOGY, LLC. AND TIOGA COUNTY	716
RESO 425-23 AUTHORIZE CONTRACT WITH FAIRVIEW RECOVERY SERVICES FOR CONTRACTING MH CONTRACTED STAFFING	717
RESO 426-23 AUTHORIZE CONTRACT WITH TOMPKINS-SENECA-TIOGA BOCES TO ADMINISTER PREVENTION SERVICES	717
RESO 427-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TO ADMINISTER ONGOING INTEGRATED SUPPORTED EMPLOYMENT	718
RESO 428-23 AUTHORIZE CONTRACT WITH ASPIREHOPENY TO ADMINISTER PARENT SUPPORT SERVICES	719
RESO 429-23 AUTHORIZE CONTRACT WITH TRINITY TO ADMINISTER PREVENTION & JAIL SERVICES	720
RESO 430-23 AUTHORIZE CONTRACT WITH REHABILITATION SUPPORT SERVICES TO ADMINISTER PSYCHOSOCIAL CLUB, ETC.	721
RESO 431-23 AUTHORIZE CONTRACT WITH LIFETIME BENEFIT SOLUTIONS, INC. TO ADMINISTER FLEX SPENDING & HRA PROGRAMS	722
RESO 432-23 AUTHORIZE CONTRACT BETWEEN NYS OFFICE OF INDIGENT LEGAL SERVICES & TIOGA COUNTY	723
RESO 433-23 APPROVE CONTRACT BETWEEN TIOGA COUNTY PROBATION & FAMILY & CHILDREN'S COUNSELING SERVICES	724
RESO 434-23 CONTRACT WITH NATIONAL TEST SYSTEMS FOR INSTANT URINE TESTS & LAB TESTING	725

<u>CATEGORY</u>	PAGE
<u>CONTRACT</u>	
RESO 435-23 AMEND THE CONTRACT BETWEEN TIOGA COUNTY PROBATION DEPARTMENT & BUDDI US, LLC.	726
RESO 436-23 AUTHORIZE CONTRACT WITH DELTA DENTAL TO ADMINISTER DENTAL BENEFITS	727
RESO 437-23 AMEND RESO NO. 390-23 AUTHORIZE 2023-2024 CONTRACTS WITH SADD SCHOOL ASSOCIATES STOP DWI	728
RESO 506-23 AUTHORIZE CONTRACT WITH A NEW HOPE CENTER SOCIAL SERVICES	817
RESO 507-23 AUTHORIZATION TO SIGN CONTRACT WITH STEUBEN COUNTY SOCIAL SERVICES	818
RESO 508-23 AUTHORIZE CONTRACT WITH FAMILY & CHILDREN'S SOCIETY OF BROOME COUNTY INC. SOCIAL SERVICES	819
RESO 509-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE SOCIAL SERVICES	820
RESO 510-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE SOCIAL SERVICES	821
RESO 511-23 AUTHORIZE CONTRACT WITH INDUSTRIAL MEDICINE ASSOCIATES SOCIAL SERVICES	821
RESO 512-23 AUTHORIZE CONTRACT WITH MULTIPLE FOSTER CARE AGENCIES SOCIAL SERVICES	822
RESO 513-23 AUTHORIZE CONTRACTS PUBLIC HEALTH	823
RESO 514-23 AUTHORIZE CONTRACT WITH PRACADEMIC PARTNERS FOR EXECUTIVE SEARCH SERVICES FOR COUNTY ADMINISTRATOR POSITION	825
RESO 515-23 AWARD CONTRACT CBH MEDICAL FOR JAIL MEDICAL & MH SERVICES SHERIFF'S OFFICE	826
RESO 516-23 RESOLUTION TO RENEW CONSULTANT CONTRACT HAZARD MITIGATION PLAN COORDINATOR FOR 2024	827
RESO 538-23 AMEND RESO NO. 344-22 AUTHORIZE TRANSFERENCE OF PRO-FLEX ADMINISTRATORS, LLC. CONTRACT TO BRI PARENT, INC. COBRA ADMIN	853
RESO 64-23 APPROVE SOLE SOURCE CONTRACT & MAINTENANCE AGREEMENT PROBATION & CATALIS COURTS & LAND RECORDS	123
RESO 65-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE INC.	124
<u>COVID</u>	
RESO 115-23 EXTENSION OF ELC COVID ENHANCED DETECTION GRANT PUBLIC HEALTH	206
<u>CREATE</u>	
RESO 133-23 CREATE & FILL TWO (2) HIGHWAY WORKER SEASONAL POSITIONS PUBLIC WORKS	224
RESO 134-23 AUTHORIZATION TO ABOLISH ONE VACANT COMM E-SRVCS COORDINATOR, CREATE & FILL ONE DIRECTOR OF PATIENT SERVICES PH	224
RESO 141-23 CREATE PART-TIME SPEECH LANGUAGE PATHOLOGIST; INCREASE PT HEADCOUNT PUBLIC HEALTH	242

CATEGORY	PAGE
<u>CREATE</u>	
RESO 149-23 ACCEPTANCE OF APPALACHIAN REGIONAL COMMISSION GRANT APPLICATION FOR STRATEGIC PLAN & CREATE ACCOUNT	255
RESO 168-23 CREATE & FILL ONE (1) HIGHWAY WORKER (SEASONAL) POSITION PUBLIC WORKS	273
RESO 175-23 CREATE & FILL TEMPORARY FT CLERK (SEASONAL) POSITION TREASURER'S OFFICE	280
RESO 250-23 AUTHORIZATION TO CREATE & FILL ONE, PT PRINCIPAL SOCIAL WELFARE EXAMINER SOCIAL SERVICES	400
RESO 251-23 CREATE & FILL PERMANENT, FT SR CSW (SCHOOL/COMMUNITY BASED) POSITION MENTAL HYGIENE	401
RESO 252-23 CREATE & FILL PERMANENT FT SR CSW (SCHOOL/COMMUNITY BASED) POSITION MENTAL HYGIENE	403
RESO 342-23 CREATE & FILL PERMANENT, 3 FT SR CSW POSITIONS & 1 FT CSW POSITION MENTAL HYGIENE	563
RESO 343-23 CREATE & FILL SEASONAL SOCIAL WELFARE EXAMINER POSITIONS & OFFICE SPECIALIST I POSITIONS HEAP PROGRAM DSS	564
RESO 35-23 AUTHORIZE CREATION AND FILLING OF TEMPORARY POSITION (GIS TECHNICIAN)	39
RESO 36-23 CREATE AND FILL TEMPORARY, PART-TIME PARALEGAL (SEASONAL) POSITION DISTRICT ATTORNEY OFFICE	40
RESO 368-23 UNFUND AND CREATE POSITION MENTAL HYGIENE	629
RESO 370-23 CREATE (1) FT CLEANING SUPERVISOR POSITION & (7) CLEANER I POSITIONS PUBLIC WORKS	631
RESO 37-23 AMEND RESO NO. 286-22; CREATE & FILL SEASONAL OFFICE SPECIALIST I POSITIONS FOR HEAP PROGRAM DSS	41
RESO 40-23 ABOLISH TWO PT PARALEGAL POSITIONS & CREATE ONE FT OFFICE SPECIALIST III PUBLIC DEFENDER'S OFFICE	44
RESO 405-23 AMEND RESO NO. 370-23 CREATE (1) FT CLEANING SUPERVISOR & (7) FT CLEANER I POSITIONS	683
RESO 406-23 UNFUND (1) FT VACANT CLINICAL SOCIAL WORKER & CREATE (1) FT MH COMPLIANCE OFFICER MH	684
RESO 411-23 AMEND RESO NO. 133-23; CREATE & FILL TWO (2) HIGHWAY WORKER (SEASONAL) POSITIONS DPW	692
RESO 474-23 UNFUND (1) FT CONFIDENTIAL ASSISTANT, CREATE, FILL & APPOINT (1) FT ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES (DAVIS)	763
RESO 524-23 AUTHORIZE CREATION OF ELECTION INSPECTOR SEASONAL POSITIONS BOARD OF ELECTIONS	834
RESO 526-23 ABOLISH VACANT PT EMPLOYMENT CONTRACT SPECIALIST & CREATE PT CASEWORKER SOCIAL SERVICES	836
RESO 527-23 CREATE AND FILL A PT PARALEGAL POSITION IN TREASURER'S OFFICE (ASSIGNED COUNSEL)	837

CATEGORY	PAGE
<u>CREATE</u>	
RESO 86-23 AUTHORIZATION TO CREATE & FILL SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY; TEMPORARILY INCREASE FT HEADCOUNT LAW DEPARTMENT	143
RESO 87-23 AUTHORIZE TO CREATE & FILL ONE, FULL-TIME HEO III POSITION PUBLIC WORKS	144
RESO 88-23 AMEND RESO NO. 35-23; AUTHORIZATION TO CREATE & FILL GIS MANGER; TEMPORARILY INCREASE FT HEADCOUNT ITCS (GOODRICH)	145
<u>CYBERSECURITY</u>	
RESO 188-23 AUTHORIZE AGREEMENT WITH FRSECURE LLC INTERNAL & EXTERNAL CYBERSECURITY PENETRATION TESTING	310
<u>DECLARE</u>	
RESO 61-23 AUTHORIZE LEGISLATIVE CHAIR TO EXECUTE DOCUMENTS TO DEDICATE & DECLARE PORTION OF BELVA LOCKWOOD LANE AS COUNTY ROAD	120
<u>DEDICATE</u>	
RESO 61-23 AUTHORIZE LEGISLATIVE CHAIR TO EXECUTE DOCUMENTS TO DEDICATE & DEDICATE PORTION OF BELVA LOCKWOOD LANE AS COUNTY ROAD	120
<u>DEEDS</u>	
RESO 345-23 ACCEPT AUCTION BIDS FOR COUNTY OWNED PROPERTIES ACQUIRED FOR TAXES, AUTHORIZATION FOR EXECUTION OF DEEDS	566
<u>DEFERRED COMP</u>	
RESO 217-23 RESOLUTION TO AMEND AND RESTATE THE DEFERRED COMPENSATION MODEL PLAN	370
<u>DELINQUENT</u>	
RESO 281-23 AUTHORIZE SALE OF COUNTY OWNED PROPERTIES ACQUIRED FOR DELINQUENT TAXES	453
<u>DEPOSITORIES</u>	
RESO 2-23 DESIGNATION OF OFFICIAL DEPOSITORIES	4
<u>DESIGNATE</u>	
RESO 110-23 DESIGNATE CALCULATION TO DETERMINE DISBURSEMENT OF OCCUPANCY TAX	199
RESO 2-23 DESIGNATION OF OFFICIAL DEPOSITORIES	4
RESO 3-23 DESIGNATE OFFICIAL NEWSPAPERS	5
RESO 353-23 DESIGNATION OF TCLDC DBA TIOGA CO TOURISM AS AUTHORIZED TOURISM PROMOTION AGENCY 2024	607
RESO 4-23 DESIGNATION OF NEWSPAPER FOR REPUBLICAN PARTY	5
RESO 5-23 DESIGNATION OF NEWSPAPER FOR DEMOCRATIC PARTY	6

CATEGORY	PAGE
<u>DIRECTOR</u>	
RESO 103-23 REAPPOINT DIRECTOR SOIL & WATER CONSERVATION DISTRICT (KWIATKOWSKI)	190
RESO 14-23 APPOINT DIRECTORS SOIL & WATER CONSERVATION DISTRICT (MONELL & WESTON)	19
RESO 480-23 APPOINT DIRECTORS SOIL & WATER CONSERVATION DISTRICT (BROWN, MONELL, SELNEKOVIC)	790
<u>DISBURSE</u>	
RESO 110-23 DESIGNATE CALCULATION TO DETERMINE DISBURSEMENT OF OCCUPANCY TAX	199
<u>DOWN PAYMENT</u>	
RESO 320-23 AUTHORIZE TANDEM TRUCK DOWN PAYMENT	539
<u>EASEMENT</u>	
RESO 312-23 EXECUTE LEASE & EASEMENT S. APALACHIN RD. COMMUNICATIONS TOWER	531
RESO 313-23 EXECUTE LEASE & EASEMENT AGREEMENT 54 DODGE RD., SPENCER COMMUNICATIONS TOWER	532
RESO 314-23 EXECUTE LEASE & EASEMENT AGREEMENT 246 DAVIS RD., RICHFORD COMMUNICATIONS TOWER	533
RESO 315-23 EXECUTE LEASE & EASEMENT AGREEMENT 110 C BABCOCK RD., NICHOLS COMMUNICATIONS TOWER	534
<u>EIGHTH</u>	
EIGHTH REGULAR MEETING AUGUST 15, 2023	500
<u>ELEVENTH</u>	
ELEVENTH REGULAR MEETING NOVEMBER 14, 2023	697
<u>EMPLOYEE HANDBOOK</u>	
RESO 137-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION E. GRANTS PROCEDURE	227
RESO 138-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION V. LEAVE TIME	231
RESO 139-23 AMEND EMPLOYEE HANDBOOK: PURCHASING & PAYMENT POLICY, NEW SECTION 3 PROCUREMENT POLICY	234
RESO 140-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XIII. FAIR HOUSING PLAN	236
RESO 177-23 AMEND EMPLOYEE HANDBOOK: SECT III. FINANCIAL RULES; SUBSECTION C. FIXED ASSETS PARAGRAPH III.	282
RESO 178-23 AMEND EMPLOYEE HANDBOOK: SECT IV. PERSONNEL RULES; SUBSECTION R. SEXUAL HARASSMENT PREVENTION POLICY	285

CATEGORY	PAGE
<u>EMPLOYEE HANDBOOK</u>	
RESO 210-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; TIOGA COUNTY SEXUAL HARASSMENT POLICY	330
RESO 211-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; RESTRICT FIREARMS & OTHER WEAPONS	346
RESO 212-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES; RESPIRABLE CRYSTALLINE SILICA	349
RESO 256-23 AMEND EMPLOYEE HANDBOOK: SECTION IV PERSONNEL RULES; M/C VACATION & BENEFITS	407
RESO 257-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL PROCEDURES; SUBSECTION VII. MEAL ALLOWANCES	423
RESO 258-23 AMEND EMPLOYEE HANDBOOK: SECTION VII. PURCHASING & PAYMENT POLICY; MEALS PURCHASED	424
RESO 259-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES; SUN SAFETY PLAN	425
RESO 297-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION H. PURCHASE OF FOOD, BEVERAGES, AND SUPPLIES	482
RESO 298-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY RESPIRATORY PROTECT PROGRAM FOR VOLUNTARY USE OF RESPIRATOR	485
RESO 371-23 AMEND EMPLOYEE HANDBOOK: SECTION II. ETHICS RULES; ADD NEW WHISTLEBLOWER POLICY	632
RESO 372-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION K. EEO/AFFIRMATIVE ACTION/ADA POLICY	636
RESO 46-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XII. SECTION 3 PLAN FOR TIOGA COUNTY	50
RESO 47-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION T. TIOGA COUNTY REMOTE WORK PILOT-PROGRAM	67
RESO 475-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION J. M/C BENEFITS	764
RESO 476-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION J. M/C BENEFITS LEAVE ACCRUALS	766
RESO 477-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; SUBSECTION I. TIOGA COUNTY CDL DRUG & ALCOHOL	770
RESO 48-23 AMEND EMPLOYEE HANDBOOK: SECTION VIII: COMPREHENSIVE INFORMATION SECURITY POLICY	77
RESO 49-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL POLICY; MEAL ALLOWANCES & SECTION VII. P-CARD	103
RESO 535-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C BENEFITS LEAVE ACCRUALS, VACATION	844
RESO 536-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C BENEFITS HEALTH & DENTAL INSURANCE	848
RESO 92-23 AMEND EMPLOYEE HANDBOOK: SECTION 1. RULES OF LEGISLATURE; ORDER OF BUSINESS, COMMITTEES & APPOINTMENTS	150

CATEGORY	PAGE
<u>EMPLOYEE HANDBOOK</u>	
RESO 93-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION A. BUDGET TRANSFERS	160
RESO 94-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION T. REMOTE WORK POLICY-PILOT PROGRAM	165
RESO 95-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION V. LEAVE TIME	168
RESO 96-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; SUBSECTION J. WORKPLACE VIOLENCE PREVENTION & DISC. HARASSMENT	170
<u>ENCUMBER</u>	
RESO 493-23 AUTHORIZE TREASURER TO ENCUMBER FUNDS	803
<u>ENDORSEMENT</u>	
RESO 268-23 MUNICIPAL ENDORSEMENT WHITNEY POINT RIDGE RIDERS SNOWMOBILE CLUB FOR NYS OPRHP 23-24 GRANT PROGRAM APPLICATION	442
<u>ENTER</u>	
RESO 112-23 ENTER INTO CONTRACT WITH CATAMOUNT CONSULTING FOR AUDIOGRAMS	202
RESO 150-23 APPROVE AND ENTER INTO MOU WITH TOWN OF OWEGO FOR CDL DRUG TESTING	256
RESO 422-23 ENTER INTO CONTRACT WITH EVOLUTION CONSULTING, LLC. FOR CDL DRUG & ALCOHOL TESTING	713
RESO 423-23 ENTER INTO CONTRACT WITH CATAMOUNT CONSULTING FOR AUDIOGRAMS	715
RESO 438-23 APPROVE & ENTER INTO MOU WITH IPPC TECHNOLOGIES FOR SEX OFFENDER MONITORING	729
<u>ERRONEOUS</u>	
RESO 108-23 ERRONEOUS ASSESSMENT TOWN OF BARTON (AUSTIN)	196
RESO 109-23 ERRONEOUS ASSESSMENT TOWN OF CANDOR (STATE OF NY)	198
RESO 69-23 ERRONEOUS ASSESSMENT TOWN OF OWEGO (GABLE)	128
RESO 70-23 ERRONEOUS ASSESSMENT TOWN OF OWEGO (SERGI)	129
RESO 71-23 ERRONEOUS ASSESSMENT TOWN OF RICHFORD (STATE OF NY)	130
<u>ESTABLISH</u>	
RESO 123-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER 213 FUNDS RECORDS MANAGEMENT	213
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 157-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER 263 FUNDS RECORDS MANAGEMENT	263

CATEGORY	PAGE
<u>ESTABLISH</u>	
RESO 167-23 AMEND RESO NO. 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY BUDGET SAFETY OFFICE	273
RESO 200-23 ESTABLISH NEW BUDGET LINE, MODIFY REAL PROPERTY 2023 BUDGET & TRANSFER FUNDS FOR PURCHASE OF LAPTOP	321
RESO 201-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS LAW DEPARTMENT	322
RESO 329-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE VIDEO CONFERENCE CAMERA	550
RESO 351-23 ESTABLISH EQUALIZATION RATES	605
RESO 376-23 SUPPORT SENATE BILL S.7645 REPEAL CERTAIN PROVISIONS OF EXECUTIVE LAW ESTABLISHING FEE BACKGROUND CHECKS FIREARMS	653
RESO 392-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS PUBLIC DEFENDER	670
RESO 459-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS SAFETY OFFICE	750
RESO 522-23 ESTABLISH RETIREE HEALTH INSURANCE CONTRIBUTIONS	833
RESO 72-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE LAPTOP	131

EXCEED

RESO 283-23 REQUESTING TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	456
RESO 338-23 SEEKING LEGISLATIVE APPROVAL TO EXCEED TIOGA COUNTY FOOD & BEVERAGE PURCHASE GUIDELINES	559
RESO 339-23 REQUEST TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	560
RESO 365-23 REQUEST TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	619
RESO 378-23 REQUEST TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEV PURCHASE GUIDELINES	656
RESO 520-23 REQUEST TIOGA COUNTY VETERANS' SERVICES AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	831

EXECUTE

RESO 311-23 EXECUTE LEASE EXTENSION WITH MCP ENTERPRISES, INC. FOR CHILD ADVOCACY CENTER	530
RESO 312-23 EXECUTE LEASE & EASEMENT S. APALACHIN RD. COMMUNICATIONS TOWER	531
RESO 313-23 EXECUTE LEASE & EASEMENT AGREEMENT 54 DODGE RD., SPENCER COMMUNICATIONS TOWER	532
RESO 314-23 EXECUTE LEASE & EASEMENT AGREEMENT 246 DAVIS RD, RICHFORD COMMUNICATIONS TOWER	533

CATEGORY	PAGE
<u>EXECUTE</u>	
RESO 315-23 EXECUTE LEASE & EASEMENT AGREEMENT 110 C BABCOCK RD, NICHOLS COMMUNICATIONS TOWER	534
RESO 497-23 EXECUTE LEASE OF PROPERTY LOCATED AT 171 MAIN ST., OWEGO TO HOUSE PUBLIC DEFENDER'S OFFICE	809
<u>EXTENSION</u>	
RESO 115-23 EXTENSION OF ELC COVID ENHANCED DETECTION GRANT PUBLIC HEALTH	206
RESO 187-23 AUTHORIZE CONTRACT EXTENSION WITH TRIAD GROUP FOR WORKERS 'COMP ADMINISTRATION	309
RESO 306-23 AMEND RESO NO. 231-15 EXTEND IMPOSITION ADDITIONAL 1 PERCENT RATE OF SALES & COMPENSATING USE TAX FOR 2 YRS	525
RESO 311-23 EXECUTE LEASE EXTENSION WITH MCP ENTERPRISES, INC. FOR CHILD ADVOCACY CENTER	530
RESO 383-23 AMEND RESO NO. 246-23 & 247-23 EXTENSION OF GRANT TERMS BOARD OF ELECTIONS	662
RESO 485-23 APPOINT & EXTEND YOUTH BOARD MEMBER TERMS (LANNING, MCCANN, WHIPPLE, ROYS, SHUEY)	794
RESO 534-23 AUTHORIZING ONE-YEAR EXTENSION OF TIOGA COUNTY REMOTE WORK POLICY-PILOT PROGRAM	843
<u>FAIR HOUSING</u>	
RESO 101-23 APPOINT FAIR HOUSING OFFICER (COUNTY ATTORNEY)	188
RESO 140-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XIII. FAIR HOUSING PLAN	236
<u>FEE</u>	
RESO 182-23 OPPOSE SENATE BILL 6282 PROHIBIT PROBATION DEPARTMENT FROM COLLECTING FEES ASSOCIATED WITH PROBATION	304
RESO 376-23 SUPPORT SENATE BILL S.7645 REPEAL CERTAIN PROVISIONS OF EXECUTIVE LAW ESTABLISHING FEE BACKGROUND CHECK FIREARMS	653
RESO 504-23 PRIVATE WASTE HAULER PERMIT FEE	816
<u>FEMA</u>	
RESO 29-23 ACCEPT FEMA GRANT AND APPROPRIATION OF FUNDS HAZARD MITIGATION PLAN GRANT (HMP23) MODIFY BUDGET	33
<u>FIFTH</u>	
FIFTH REGULAR MEETING MAY 9, 2023	297

CATEGORY	PAGE
<u>FILING</u>	
RESO 379-23 FILING OF APPLICATION FOR DEC MUNICIPAL WASTE REDUCTION & RECYCLING (MWRR) SOLID WASTE	657
<u>FILL</u>	
RESO 133-23 CREATE & FILL TWO (2) HIGHWAY WORKER SEASONAL POSITIONS PUBLIC WORKS	224
RESO 134-23 AUTHORIZATION TO ABOLISH ONE VACANT COMM E-SRVCS COORDINATOR, CREATE & FILL ONE DIRECTOR OF PATIENT SERVICES PH	224
RESO 168-23 CREATE & FILL ONE (1) HIGHWAY WORKER (SEASONAL) POSITION PUBLIC WORKS	273
RESO 175-23 CREATE & FILL TEMPORARY FT CLERK (SEASONAL) POSITION TREASURER'S OFFICE	280
RESO 250-23 AUTHORIZATION TO CREATE & FILL ONE, PT PRINCIPAL SOCIAL WELFARE EXAMINER SOCIAL SERVICES	400
RESO 251-23 CREATE & FILL PERMANENT, FT SR CSW (SCHOOL/COMMUNITY BASED) POSITION MENTAL HYGIENE	401
RESO 252-23 CREATE & FILL PERMANENT FT SR CSW (SCHOOL/COMMUNITY BASED) POSITION MENTAL HYGIENE	403
RESO 340-23 RECLASSIFY AND FILL VACANT POSITION SOCIAL SERVICES	561
RESO 341-23 RECLASSIFY & FILL VACANT POSITION PUBLIC HEALTH	562
RESO 342-23 CREATE & FILL PERMANENT, 3 FT SR CSW POSITIONS & 1 FT CSW POSITION MENTAL HYGIENE	563
RESO 34-23 TRANSFER FUNDS TO FUND & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN INFORMATION TECHNOLOGY	38
RESO 343-23 CREATE & FILL SEASONAL SOCIAL WELFARE EXAMINER POSITIONS & OFFICE SPECIALIST I POSITIONS HEAP PROGRAM DSS	564
RESO 35-23 AUTHORIZE CREATION AND FILLING OF TEMPORARY POSITION (GIS TECHNICIAN)	39
RESO 36-23 CREATE AND FILL TEMPORARY, PART-TIME PARALEGAL (SEASONAL) POSITION DISTRICT ATTORNEY OFFICE	40
RESO 37-23 AMEND RESO NO. 286-22; CREATE & FILL SEASONAL OFFICE SPECIALIST I POSITIONS FOR HEAP PROGRAM DSS	41
RESO 411-23 AMEND RESO NO. 133-23; CREATE & FILL TWO (2) HIGHWAY WORKER (SEASONAL) POSITIONS DPW	692
RESO 473-23 RECLASSIFY & FILL UNFUNDED VACANT POSITIONS & ABOLISH POSITIONS SHERIFF OFFICE	762
<u>FILL</u>	
RESO 474-23 UNFUND (1) FT CONFIDENTIAL ASSISTANT, CREATE, FILL & APPOINT (1) FT ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES (DAVIS)	763
RESO 527-23 CREATE AND FILL A PT PARALEGAL POSITION IN TREASURER'S OFFICE (ASSIGNED COUNSEL)	837

CATEGORY	PAGE
<u>FILL</u>	
RESO 86-23 AUTHORIZATION TO CREATE & FILL SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY; TEMPORARILY INCREASE FT HEADCOUNT LAW DEPT	143
RESO 87-23 AUTHORIZE TO CREATE & FILL ONE, FULL-TIME HEO III POSITION PUBLIC WORKS	144
RESO 88-23 AMEND RESO 35-23; AUTHORIZATION TO CREATE & FILL GIS MANAGER; TEMPORARILY INCREASE FT HEADCOUNT ITCS (GOODRICH	145
<u>FIRST</u>	
FIRST REGULAR MEETING JANUARY 10, 2023	9
FIRST SPECIAL & ORGANIZATIONAL MEETING JANUARY 3, 2023	1
<u>FIX</u>	
RESO 479-23 FIX TIME OF ORGANIZATIONAL MEETING	789
RESO 7-23 FIX DATES AND TIMES OF TIOGA COUNTY LEGISLATIVE MEETINGS	7
<u>FORFEITURE</u>	
RESO 327-23 APPORTIONING FORFEITURE OF CRIME PROCEEDS DRUG ENFORCEMENT ACTIVITIES	547
RESO 328-23 APPORTIONING FORFEITURE OF CRIME PROCEEDS DRUG ENFORCEMENT ACTIVITIES	549
<u>FOURTH</u>	
FOURTH REGULAR MEETING APRIL 11, 2023	244
FOURTH SPECIAL MEETING OCTOBER 19, 2023	690
<u>FUNDING</u>	
RESO 119-23 APPROVE FUNDING 2023 YOUTH BUREAU PROGRAM FUNDING	210
RESO 120-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF FY22 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	210
RESO 121-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS EMERGENCY SERVICES	211
RESO 122-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	212
RESO 123-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	213
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 125-23 AMEND 2022 BUDGET & TRANSFER FUNDS FOR EMPLOYMENT FUND	215
RESO 126-23 AUTHORIZE TRANSFER FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	216
RESO 127-23 TRANSFER FUNDS & PURCHASE SERVER HOST HARDWARE	218

CATEGORY	PAGE
<u>FUNDING</u>	
RESO 128-23 AMEND 2022 CAPITAL BUDGET & TRANSFER FUNDS	219
RESO 129-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS HEAVY EQUIPMENT LIFTS PUBLIC WORKS	220
RESO 130-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS TANDEM TRUCK BOX UPGRADES PUBLIC WORKS	221
RESO 143-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	248
RESO 144-23 AUTHORIZE ACCEPTANCE OF YR 5 FUND NYS ILS & ACCEPT YR 5 FUNDING FOR HH GRANT & AMEND 2023 BUDGET	249
RESO 145-23 AUTHORIZE ACCEPTANCE OF 2023 NYS PTS GRANT APPROPRIATE FUNDS & MODIFY 2023 BUDGET SHERIFF'S OFFICE	251
RESO 146-23 AUTHORIZE ACCEPTANCE OF 2022 SICG TARGET GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET EMERGENCY SERVICES	252
RESO 152-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	258
RESO 155-23 FUND THE UNEMPLOYMENT INSURANCE RESERVE FOR 2022	261
RESO 157-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	263
RESO 158-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	264
RESO 159-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	265
RESO 160-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	266
RESO 161-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	267
RESO 162-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE & PUBLIC HEALTH	268
RESO 163-23 AMEND BUDGET & TRANSFER FUNDS HIGHWAY WORKER (SEASONAL) PUBLIC WORKS	269
RESO 164-23 AMEND 2023 CAPITAL BUDGET & TRANSFER FUNDS FOR MECHANIC TRUCK PUBLIC WORKS	270
RESO 165-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION MENTAL HYGIENE	271
RESO 166-23 AMEND RESO NO. 120-23 APPROPRIATE FUNDS FY2022 DOMESTIC TERRORISM GRANT EMERGENCY SERVICES	272
RESO 190-23 AMEND RESO NO. 34-23 TRANSFER FUNDS & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN ITCS DEPT	312
RESO 191-23 TRANSFER FUNDS & AUTHORIZE AGREEMENT WITH VERTIV INC. REPLACE AC/DC CAPACITORS & FAN ON UPS UNIT	313
RESO 199-23 APPROVE FUNDING 2023 YOUTH BUREAU PROGRAM FUNDING	320
RESO 200-23 ESTABLISH NEW BUDGET LINE, MODIFY REAL PROPERTY 2023 BUDGET & TRANSFER FUNDS FOR PURCHASE OF LAPTOP	321
RESO 201-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS LAW DEPARTMENT	322

CATEGORY	PAGE
<u>FUNDING</u>	
RESO 202-23 TRANSFER FUNDS 2023 BUDGET SOLID WASTE	323
RESO 20-23 AUTHORIZE LEASE WITH MOTOROLA SOLUTIONS FUND EQUIPMENT FOR P25 RADIO SYSTEM PROJECT	24
RESO 203-23 TRANSFER FUNDS/FUND SELF-INSURANCE PLAN RESERVE	324
RESO 237-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS, & AMEND 2023 BUDGET SOCIAL SERVICES	388
RESO 238-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	389
RESO 239-23 AUTHORIZE TRANSFER FUNDS PURCHASE OF LAPTOPS & STATIONS FOR ED&P	390
RESO 240-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION PURCHASE OF DOCKING EQUIPMENT COUNTY CLERK	391
RESO 241-23 APPROVE SOLE SOURCE PURCHASE TRAFFIC SIGN & DESIGN SYSTEM, AMEND 2023 BUDGET & TRANSFER FUNDS	392
RESO 242-23 TRANSFER FUNDS & PURCHASE SECURITY CAMERAS HHS BUILDING	393
RESO 243-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	394
RESO 244-23 AMEND 2023 BUDGET & APPROPRIATE FUNDS ARPA INTERFUND TRANSFERS	395
RESO 245-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	396
RESO 246-23 BUDGET AMENDMENT APPROPRIATE & RECEIPT ADDITIONAL FUNDS ABSENTEE BALLOT PRE-PAID POSTAGE GRANT	397
RESO 247-23 BUDGET AMENDMENT APPROPRIATE & RECEIPT ADDITIONAL FUNDS TECH INNOV & ELECTION RESOURCE GRANT	398
RESO 25-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	29
RESO 260-23 AMEND BUDGET & APPROPRIATE FUNDS, STRENGTHENING PH INFRASTRUCTURE & WORKFORCE PUBLIC HEALTH	427
RESO 26-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	30
RESO 28-23 MODIFY 2023 BUDGET AND APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	32
RESO 285-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION FOR ED&P	458
RESO 286-23 TRANSFER FUNDS TO PURCHASE CONFERENCE ROOM CHAIRS FOR ITCS CONFERENCE ROOM	459
RESO 287-23 TRANSFER FUNDS PURCHASE BACKUP & OFFSITE COLD STORAGE SOLUTIONS ITCS	460
RESO 288-23 TRANSFER FUNDS PURCHASE UPGRADED SECURITY CAMERAS FOR HHS BUILDING LOCATIONS	461
RESO 289-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES UPGRADE ACCESS CONTROL & CAMERAS	462

CATEGORY	PAGE
<u>FUNDING</u>	
RESO 290-23 TRANSFER FUNDS TO PURCHASE IPADS FOR CORONERS	464
RESO 291-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	465
RESO 292-23 APPROPRIATE ADDITIONAL FUNDS PUBLIC WORKS	466
RESO 29-23 ACCEPT FEMA GRANT AND APPROPRIATION OF FUNDS HAZARD MITIGATION PLAN GRANT (HMP23) MODIFY BUDGET	33
RESO 293-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	466
RESO 30-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	34
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
RESO 324-23 AUTHORIZE & APPROVE ACCEPTANCE RESTORE NY GRANT FUNDS TIOGA TRAILS PROJECT & MODIFY BUDGET	544
RESO 325-23 AUTHORIZE GRANT APPLICATION, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE 2023 BUDGET	545
RESO 326-23 AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE BUDGET	546
RESO 329-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE VIDEO CONFERENCE CAMERA	550
RESO 330-23 TRANSFER FUNDS, 2023 BUDGET MODIFICATION, PURCHASE OF EQUIPMENT COUNTY CLERK	551
RESO 331-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCK STATION FOR ED&P	552
RESO 332-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIR FOR DISTRICT ATTORNEY'S OFFICE	553
RESO 335-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	556
RESO 336-23 MODIFY 2023 BUDGET & APPROPRIATE FUNDS OFFICE OF EMERGENCY SERVICES	557
RESO 337-23 AMEND RESO 288-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES ACCESS CONTROL HHS BLDG.	558
RESO 34-23 TRANSFER FUNDS TO FUND & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN INFORMATION TECHNOLOGY	38
RESO 346-23 AWARD DESIGN SERVICES HUNT ENGINEERS WAVERLY ANNEX PROJECT & APPROPRIATE FUNDS	569
RESO 347-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS SAFETY OFFICE	570
RESO 356-23 AUTHORIZE & FUND SAAS AGREEMENT WITH TYLER TECH WITH APPROPRIATION FROM CAPITAL SOFTWARE RESERVE	610
RESO 359-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR 3/4 TON PICKUP PUBLIC WORKS	613
RESO 361-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	615

<u>CATEGORY</u>	PAGE
<u>FUNDING</u>	
RESO 362-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	616
RESO 363-23 TRANSFER OF FUNDS BUDGET MODIFICATION DISTRICT ATTORNEY	617
RESO 364-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	618
RESO 380-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE AID MARCHISELLI ELIGIBLE COSTS TRANSPORTATION	658
RESO 381-23 AUTHORIZE IMPLEMENTATION & FUND COSTS OF TRANSPORTATION PROJECT FED AID & STATE AID OR REIMB BRIDGE NY FUNDS	659
RESO 387-23 AUTHORIZE GRANT RENEWAL, APPROPRIATE FUNDS & AMEND 2023 BUDGET MENTAL HYGIENE	665
RESO 389-23 APPROVE STSJP CONTRACT SFY2023-2024 PROBATION LEAD AGENCY FOR APPLICATION FOR FUNDING	667
RESO 392-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS PUBLIC DEFENDER	670
RESO 393-23 APPROPRIATION OF FUNDS 2023 HOMELAND SECURITY GRANT, MODIFY 2023 BUDGET OFFICE OF EMERGENCY SERVICES & SHERIFF	671
RESO 394-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	672
RESO 395-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	673
RESO 396-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	674
RESO 397-23 TRANSFER OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	675
RESO 398-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	676
RESO 399-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	677
RESO 401-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	679
RESO 402-23 AMEND 2023 BUDGET AND TRANSFER FUNDS PUBLIC WORKS	680
RESO 403-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS CLEANING EQUIPMENT PUBLIC WORKS	681
RESO 446-23 AUTHORIZE ACCEPTANCE OF 2024 PTS GRANT, APPROPRIATE FUNDS, & MODIFY 2023 BUDGET SHERIFF'S OFFICE	736
RESO 450-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% OF FEDERAL AID & STATE MARCHISELLI PROGRAM AID COST TRANSPORTATION	740
RESO 453-23 TRANSFER FUNDS & PURCHASE CAMERAL HARDWARE	744
RESO 454-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIRS TREASURER'S OFFICE	745
RESO 455-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	746

<u>CATEGORY</u>	PAGE
<u>FUNDING</u>	
RESO 456-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	747
RESO 457-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	748
RESO 458-23 BUDGET MODIFICATION 2023 & TRANSFER FUNDS PUBLIC WORKS	749
RESO 459-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS SAFETY OFFICE	750
RESO 460-23 AMEND BUDGET & TRANSFER FUNDS CLEANING STAFF PUBLIC WORKS	750
RESO 461-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	751
RESO 462-23 AMEND BUDGET & TRANSFER OF FUNDS TREASURER'S OFFICE	752
RESO 463-23 AMEND BUDGET & TRANSFER OF FUNDS PUBLIC HEALTH	753
RESO 464-23 AMEND 2023 BUDGET & TRANSFER FUNDS PUBLIC HEALTH	754
RESO 465-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	755
RESO 466-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	756
RESO 493-23 AUTHORIZE TREASURER TO ENCUMBER FUNDS	803
RESO 498-23 TRANSFER OF SURCHARGE FUNDS PURCHASE WORKSTATIONS/CARPET COMMUNICATIONS. DIV. EMERGENCY SERVICES	810
RESO 499-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	811
RESO 500-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	812
RESO 501-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	813
RESO 502-23 AMEND 2023 BUDGET & TRANSFER CONTINGENCY FUNDS PUBLIC HEALTH	814
RESO 503-23 REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	815
RESO 58-23 CALLING ON STATE OF NY TO CONTINUE PASS THROUGH FEDERAL AFFORDABLE CARE ACT EFMAP FUNDS	115
RESO 72-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE LAPTOP	131
RESO 74-23 RE-ESTABLISH PRIOR YEAR 2022 PUBLIC WORKS FUNDS	132
RESO 76-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	134
RESO 77-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	135
RESO 78-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	136
RESO 79-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF 2022 NYS DCJS BODY WORN CAMERA GRANT SHERIFF'S OFFICE	137

<u>CATEGORY</u>	PAGE
<u>FUNDING</u>	
RESO 80-23 AMEND BUDGET AND APPROPRIATE FUNDS MENTAL HYGIENE	138
RESO 81-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	139
RESO 82-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR SWEEPER PUBLIC WORKS	140
RESO 83-23 TRANSFER OF FUNDS CAPITAL APPROPRIATIONS EMERGENCY SERVICES	141
RESO 84-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	142
RESO 85-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	142
RESO 91-23 AUTHORIZE TO FUND POSITION OF DIRECTOR OF ADMINISTRATIVE SERVICES SOCIAL SERVICES	149
<u>GOVERNOR</u>	
RESO 106-23 URGING GOVERNOR HOCHUL TO RECONSIDER BAN OF GAS STOVES & OTHER NEW FOSSIL FUEL HEAT EQUIPMENT	192
RESO 107-23 CALLING ON GOVERNOR HOCHUL TO REMOVE PART M ARTICLE VII REVENUE BILLS FROM 2024 EXECUTIVE BUDGET	194
<u>GRANT</u>	
RESO 115-23 EXTENSION OF ELC COVID ENHANCED DETECTION GRANT PUBLIC HEALTH	206
RESO 116-23 AUTHORIZE GRANT APPLICATION TO DEPARTMENT OF HEALTH & HUMAN SERVICES & CDC	207
RESO 120-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF FY22 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	210
RESO 144-23 AUTHORIZE ACCEPTANCE OF YR 5 FUND NYS ILS & ACCEPT YR 5 FUNDING FOR HH GRANT & AMEND 2023 BUDGET	249
RESO 145-23 AUTHORIZE ACCEPTANCE OF 2023 NYS PTS GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET SHERIFF'S OFFICE	251
RESO 146-23 AUTHORIZE ACCEPTANCE OF 2022 SICG TARGET GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET EMERGENCY SERVICES	252
RESO 147-23 AUTHORIZE SUBMISSION OF EMPG23 GRANT APPLICATION EMERGENCY SERVICES	253
RESO 148-23 AUTHORIZE SUBMISSION OF HOMELAND SECURITY GRANT APPLICATION EMERGENCY SERVICES	254
RESO 149-23 ACCEPTANCE OF APPALACHIAN REGIONAL COMMISSION GRANT APPLICATION FOR STRATEGIC PLAN & CREATE ACCOUNT	255
RESO 166-23 AMEND RESO NO. 120-23 APPROPRIATE FUNDS FY2022 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	272
RESO 193-23 AUTHORIZATION TO APPLY FOR GRANT PUBLIC HEALTH	315
RESO 234-23 AUTHORIZE SUBMISSION OF STATEWIDE INTEROPERABLE COMMUNICATIONS FORMULA GRANT APPLICATION (SICG23) EMERGENCY SERVICES	385

CATEGORY	PAGE
<u>GRANT</u>	
RESO 246-23 BUDGET AMENDMENT, APPROPRIATE & RECEIPT ADDITIONAL FUNDS ABSENTEE BALLOT PRE-PAID POSTAGE GRANT	397
RESO 247-23 BUDGET AMENDMENT, APPROPRIATE & RECEIPT ADDITIONAL FUNDS TECH INNOV & ELECTION RESOURCE GRANT	398
RESO 265-23 AUTHORIZE SUBMISSION OF 2022-2023 PSAP OPERATIONS GRANT SHERIFF'S OFFICE	440
RESO 266-23 SEQRA CONSIDERATION NYS OPRHP 23-24 SNOWMOBILE TRAILS GRANT PROGRAM, PHASE II APPLICATION	440
RESO 268-23 MUNICIPAL ENDORSEMENT WHITNEY POINT RIDGE RIDERS SNOWMOBILE CLUB FOR NYS OPRHP 23-24 GRANT PROGRAM APPLICATION	442
RESO 29-23 ACCEPT FEMA GRANT AND APPROPRIATION OF FUNDS HAZARD MITIGATION PLAN GRANT (HMP23) MODIFY BUDGET	33
RESO 322-23 ACKNOWLEDGE & APPROVE NAME CHANGE NYS CDBG RACKER NONPROFIT HUB GRANT & MODIFY ED&P BUDGET	541
RESO 32-23 ACCEPT REIMBURSEMENT FROM ABSENTEE BALLOT PRE-PAID POSTAGE GRANT & AMEND 2022 BUDGET	36
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
RESO 324-23 AUTHORIZE & APPROVE ACCEPTANCE RESTORE NY GRANT FUNDS TIOGA TRAILS PROJECT & MODIFY BUDGET	544
RESO 325-23 AUTHORIZE GRANT APPLICATION, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE 2023 BUDGET	545
RESO 326-23 AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE BUDGET	546
RESO 383-23 AMEND RESO NO. 246-23 & 247-23 EXTENSION OF GRANT TERMS BOARD OF ELECTIONS	662
RESO 384-23 REQUEST TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO PURSUE NY CARES UP GRANT	663
RESO 385-23 AUTHORIZE SUBMISSION OF STATEWIDE INTEROPERABLE COMMUNICATIONS TARGETED GRANT APPLICATION (SICG23)	664
RESO 387-23 AUTHORIZE GRANT RENEWAL, APPROPRIATE FUNDS & AMEND 2023 BUDGET MENTAL HYGIENE	665
RESO 388-23 AWARD 2023 EMERGENCY MANAGEMENT PLANNING GRANT (EMP23) EMERGENCY SERVICES	667
RESO 393-23 APPROPRIATION OF FUNDS 2023 HOMELAND SECURITY GRANT, MODIFY 2023 BUDGET OFFICE OF EMERGENCY SERVICES & SHERIFF	671
RESO 445-23 APPLY FOR INDIGENT LEGAL SERVICES GRANT	735
RESO 446-23 AUTHORIZE ACCEPTANCE OF 2024 PTS GRANT, APPROPRIATE FUNDS, & MODIFY 2023 BUDGET SHERIFF'S OFFICE	736
RESO 447-23 AUTHORIZE ACCEPTANCE OF NYS 2023 PSAP OPERATIONS GRANT & MODIFY 2023 BUDGET	737
RESO 494-23 AUTHORIZE THE RE-ESTABLISHMENT OF PRIOR YEAR 2023 GRANT FUNDS AND CAPITAL PROJECTS	804

CATEGORY	PAGE
<u>GRANT</u>	
RESO 518-23 AUTHORIZATION TO APPLY FOR GRANT PUBLIC HEALTH	829
RESO 519-23 AUTHORIZE ACCEPTANCE OF 2023 SICG FORMULA GRANT, APPROPRIATE FUNDS, MODIFY 2023 BUDGET	830
RESO 62-23 AUTHORIZE ED&P TO APPLY, ADMINISTER & PAY APPLICATION FEE FOR RESTORE NY GRANT 48-50 LAKE ST OWEGO, NY	121
RESO 63-23 AUTHORIZE SUBMISSION OF FISCAL YEAR 2023 BODY WORN CAMERA GRANT SHERIFF'S OFFICE	122
RESO 79-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF 2022 NYS DCJS BODY WORN CAMERA GRANT SHERIFF	137
<u>HARDWARE</u>	
RESO 127-23 TRANSFER FUNDS & PURCHASE SERVER HOST HARDWARE	218
RESO 337-23 AMEND RESO NO. 288-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES ACCESS CONTROL HHS BLDG.	558
RESO 453-23 TRANSFER FUNDS & PURCHASE CAMERAL HARDWARE	744
<u>HOME RULE</u>	
RESO 181-23 HOME RULE REQUEST: SUPPORT SENATE/ASSEMBLY BILLS EXTENDING CURRENT SALES & COMPENSATING USE TAXES	303
<u>IMPLEMENT</u>	
RESO 143-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	248
RESO 30-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	34
RESO 380-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	658
RESO 381-23 AUTHORIZE IMPLEMENTATION & FUNDING COSTS OF PROJECT FEDERAL AID & STATE AID OR REIMBURSE BRIDGE NY FUNDS	659
RESO 450-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	740
<u>IN REM</u>	
RESO 107-23 CALLING ON GOVERNOR HOCHUL TO REMOVE PART M ARTICLE VII REVENUE BILLS FROM 2024 EXECUTIVE BUDGET	194
<u>INCREASE</u>	
RESO 531-23 AUTHORIZE CIVIL MANAGER TITLE SALARY INCREASE SHERIFF'S OFFICE (LOMBARDONI)	840

CATEGORY	PAGE
<u>INSURANCE</u>	
RESO 155-23 FUND THE UNEMPLOYMENT INSURANCE RESERVE FOR 2022	261
RESO 158-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	264
RESO 410-23 AUTHORIZE CONTRACT WITH EXCELLUS BCBS TO ADMINISTER HEALTH INSURANCE BENEFITS	691
RESO 522-23 ESTABLISH RETIREE HEALTH INSURANCE CONTRIBUTIONS	833
RESO 84-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	142
<u>INTERFUND</u>	
RESO 244-23 AMEND 2023 BUDGET & APPROPRIATE FUNDS ARPA INTERFUND TRANSFERS	395
<u>JOIN</u>	
RESO 151-23 AUTHORIZATION TO JOIN & PARTICIPATE IN NEW NATIONAL OPIOID SETTLEMENT WITH CVS, WALGREENS, & WALMART	256
<u>LEASE</u>	
RESO 20-23 AUTHORIZE LEASE WITH MOTOROLA SOLUTIONS FUND EQUIPMENT FOR P25 RADIO SYSTEM PROJECT	24
RESO 21-23 AUTHORIZE LEASE AGREEMENT FOR STORAGE OF RADIO EQUIPMENT OFFICE OF EMERGENCY SERVICES	25
RESO 311-23 EXECUTE LEASE EXTENSION WITH MCP ENTERPRISES, INC. FOR CHILD ADVOCACY CENTER	530
RESO 312-23 EXECUTE LEASE & EASEMENT S. APALACHIN RD. COMMUNICATIONS TOWER	531
RESO 313-23 EXECUTE LEASE & EASEMENT AGREEMENT 54 DODGE RD., SPENCER COMMUNICATIONS TOWER	532
RESO 314-23 EXECUTE LEASE & EASEMENT AGREEMENT 246 DAVIS RD., RICHFORD COMMUNICATIONS TOWER	533
RESO 315-23 EXECUTE LEASE & EASEMENT AGREEMENT 110 C BABCOCK RD., NICHOLS COMMUNICATIONS TOWER	534
RESO 441-23 AUTHORIZATION LEASE FOR EMPIRE ACCESS	732
RESO 497-23 EXECUTE LEASE OF PROPERTY LOCATED AT 171 MAIN ST., OWEGO TO HOUSE PUBLIC DEFENDER'S OFC	809
<u>LEAVE OF ABSENCE</u>	
RESO 369-23 AUTHORIZE APPOINTMENT OF DEPUTY COMMISSIONER OF SOCIAL SERVICES; GRANT LEAVE OF ABSENCE DSS (MYERS)	630

CATEGORY	PAGE
<u>LEGISLATIVE BILL</u>	
RESO 106-23 URGING GOVERNOR HOCHUL TO RECONSIDER BAN OF GAS STOVES & OTHER NEW FOSSIL FUEL HEAT EQUIPMENT	192
RESO 107-23 CALLING ON GOVERNOR HOCHUL TO REMOVE PART M ARTICLE VII REVENUE BILLS FROM 2024 EXECUTIVE BUDGET	194
RESO 181-23 HOME RULE REQUEST: SUPPORT SENATE/ASSEMBLY BILLS EXTENDING CURRENT SALES & COMPENSATING USE TAXES	303
RESO 182-23 OPPOSE SENATE BILL 6282 PROHIBIT PROBATION DEPARTMENT FROM COLLECTING FEES ASSOCIATED WITH PROBATION	304
RESO 263-23 URGING GOVERNOR TO VETO A.04282B/S.3505B MOVE CERTAIN LOCAL ELECTIONS TO EVEN-NUMBERED YEARS	436
<u>LEGISLATOR</u>	
RESO 51-23 APPOINT COUNTY LEGISLATOR KEITH FLESHER	109
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. E OF 2023 OCTOBER 19,2023	688
<u>LOCAL LAW</u>	
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. A OF 2023 JANUARY 19, 2023	106
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. B OF 2023 JULY 20, 2023	495
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. C OF 2023 AUGUST 24, 2023	573
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. D OF 2023 AUGUST 24, 2023	574
RESO 13-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. A OF 2023	19
RESO 262-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. B OF 2023	436
RESO 303-23 ADOPT LOCAL LAW NO. 2 OF 2023	503
RESO 304-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. C OF 2023	519
RESO 305-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. D OF 2023	524
RESO 349-23 ADOPT LOCAL LAW NO. 3 OF 2023	588
RESO 350-23 ADOPT LOCAL LAW NO. 4 OF 2023	600
RESO 374-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. E OF 2023	652
RESO 412-23 ADOPT LOCAL LAW NO. 5 OF 2023	698
RESO 56-23 ADOPT LOCAL LAW NO. 1 OF 2023	113

CATEGORY	PAGE
<u>MEETING</u>	
EIGHTH REGULAR MEETING AUGUST 15, 2023	500
ELEVENTH REGULAR MEETING NOVEMBER 14, 2023	697
FIFTH REGULAR MEETING MAY 9, 2023	297
FIRST REGULAR MEETING JANUARY 10, 2023	9
FIRST SPECIAL & ORGANIZATIONAL MEETING JANUARY 3, 2023	1
FOURTH REGULAR MEETING APRIL 11, 2023	244
FOURTH SPECIAL MEETING OCTOBER 19, 2023	690
NINTH REGULAR MEETING SEPTEMBER 12, 2023	577
PUBLIC HEARING 2024 BUDGET NOVEMBER 14, 2023	694
PUBLIC HEARING ANNUAL AGRICULTURAL DISTRICT INCLUSION FEBRUARY 23, 2023	177
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. A OF 2023 JANUARY 19, 2023	106
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. B OF 2023 JULY 20, 2023	495
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. C OF 2023 AUGUST 24, 2023	573
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO D OF 2023 AUGUST 24, 2023	574
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. E OF 2023 OCTOBER 19, 2023	688
RESO 479-23 FIX TIME OF ORGANIZATIONAL MEETING	789
RESO 7-23 FIX DATES AND TIMES OF TIOGA COUNTY LEGISLATIVE MEETINGS	7
SECOND REGULAR MEETING FEBRUARY 14, 2023	107
SECOND SPECIAL MEETING JUNE 22, 2023	430
SEVENTH REGULAR MEETING JULY 11, 2023	432
SIXTH REGULAR MEETING JUNE 13, 2023	366
TENTH REGULAR MEETING OCTOBER 10, 2023	639
THIRD REGULAR MEETING MARCH 14, 2023	178
THIRD SPECIAL MEETING JULY 20, 2023	498
TWELFTH REGULAR MEETING DECEMBER 12, 2023	787
<u>MEMBER</u>	
RESO 104-23 REAPPOINT MEMBER TO BOARD OF ETHICS (HITCHINGS)	191
RESO 105-23 REAPPOINT MEMBER TO TIOGA COUNTY LOCAL DEVELOPMENT CORPORATION (CASE)	192
RESO 142-23 REAPPOINT MEMBER TO TRAFFIC SAFETY BOARD (JACKSON)	247
RESO 15-23 APPOINT MEMBERS FISH & WILDLIFE MANAGEMENT BOARD (BROWN & WOODS)	20
RESO 16-23 APPOINT MEMBER TO THE TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (TOWNSEND)	21
RESO 17-23 RECOMMEND MEMBERS TO SUSQUEHANNA HERITAGE AREA COMMISSION (MAFFEI & ORTU)	21

CATEGORY	PAGE
<u>MEMBER</u>	
RESO 179-23 APPOINT MEMBER TO BOARD OF ETHICS (NEILD)	301
RESO 180-23 APPOINT MEMBER TO BOARD OF ETHICS (HALL)	302
RESO 214-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (SCHWEITZER)	368
RESO 215-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (MOORE)	369
RESO 264-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HAUPTFLEISCH)	439
RESO 307-23 APPOINT MEMBER TO TIOGA COUNTY LOCAL DEVELOPMENT CORPORATION (HARRIS)	527
RESO 308-23 APPOINT MEMBER TO TIOGA COUNTY PLANNING BOARD (BUDNEY)	527
RESO 352-23 APPOINT MEMBER TO TIOGA COUNTY PLANNING BOARD (DAVIS)	606
RESO 377-23 RECOMMEND MEMBER TO SUSQUEHANNA HERITAGE AREA COMMISSION (JARDINE)	655
RESO 415-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (POWERS)	709
RESO 416-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (SCANLON)-59-	709
RESO 417-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (SHELP)	710
RESO 418-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (BLOODNICK)	711
RESO 419-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (LAWTON)	711
RESO 420-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (WHITTEMORE)	712
RESO 421-23 REAPPOINT MEMBER TO TIOGA COUNTY BOARD OF HEALTH (NYTCH)	713
RESO 481-23 APPOINT MEMBER TO THE BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (WOODBURN)	791
RESO 482-23 APPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (MARZEN)	791
RESO 483-23 APPOINT MEMBER TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD (WHITMORE)	792
RESO 484-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HERBERT)	793
RESO 485-23 APPOINT & EXTEND YOUTH BOARD MEMBER TERMS (LANNING, MCCANN, WHIPPLE, ROYS, SHUEY)	794
RESO 486-23 REAPPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (CACCIOLA)	795
RESO 487-23 REAPPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (ECKLEY)	795
RESO 52-23 APPOINT MEMBERS ALTERNATIVES TO INCARCERATION ADVISORY BOARD	110

CATEGORY	PAGE
<u>MEMBER</u>	
RESO 53-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (BIALY)	111
RESO 54-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (GILLULE)	111
RESO 55-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (STANDINGER)	112
RESO 97-23 APPOINT MEMBER TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (ROBERTS)	175
 <u>MODIFY</u>	
RESO 121-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS EMERGENCY SERVICES	211
RESO 123-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	213
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 145-23 AUTHORIZE ACCEPTANCE OF 2023 NYS PTS GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET SHERIFF'S OFFICE	251
RESO 146-23 AUTHORIZE ACCEPTANCE OF 2022 SICG TARGET GRANT, APPROPRIATE FUNDS & MODIFY 2023 BUDGET EMERGENCY SERVICES	252
RESO 157-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	263
RESO 158-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	264
RESO 159-23 TRANSFER OF FUNDS, 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	265
RESO 165-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION MENTAL HYGIENE	271
RESO 167-23 AMEND RESO NO. 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY BUDGET SAFETY OFFICE	273
RESO 200-23 ESTABLISH NEW BUDGET LINE, MODIFY REAL PROPERTY 2023 BUDGET & TRANSFER FUNDS FOR PURCHASE OF LAPTOP	321
RESO 201-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS LAW DEPARTMENT	322
RESO 240-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION PURCHASE OF EQUIPMENT COUNTY CLERK	391
RESO 243-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	394
RESO 25-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	29
RESO 26-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	30

CATEGORY	PAGE
<u>MODIFY</u>	
RESO 27-23 TRANSFER OF FUNDS 2022 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	31
RESO 28-23 MODIFY 2023 BUDGET AND APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	32
RESO 29-23 ACCEPT FEMA GRANT AND APPROPRIATION OF FUNDS HAZARD MITIGATION PLAN GRANT (HMP23) MODIFY BUDGET	33
RESO 322-23 ACKNOWLEDGE & APPROVE NAME CHANGE NYS CDBG RACKER NONPROFIT HUB GRANT & MODIFY ED&P BUDGET	541
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
RESO 324-23 AUTHORIZE & APPROVE ACCEPTANCE RESTORE NY GRANT FUNDS TIOGA TRAILS PROJECT & MODIFY BUDGET	544
RESO 329-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE VIDEO CONFERENCE CAMERA	550
RESO 330-23 TRANSFER FUNDS, 2023 BUDGET MODIFICATION, PURCHASE OF EQUIPMENT COUNTY CLERK	551
RESO 336-23 MODIFY 2023 BUDGET & APPROPRIATE FUNDS OFFICE OF EMERGENCY SERVICES	557
RESO 347-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS SAFETY OFFICE	570
RESO 363-23 TRANSFER OF FUNDS BUDGET MODIFICATION DISTRICT ATTORNEY	617
RESO 364-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	618
RESO 392-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS PUBLIC DEFENDER	670
RESO 393-23 APPROPRIATION OF FUNDS 2023 HOMELAND SECURITY GRANT, MODIFY 2023 BUDGET OFFICE OF EMERGENCY SERVICES & SHERIFF	671
RESO 395-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	673
RESO 396-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	674
RESO 397-23 TRANSFER OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	675
RESO 446-23 AUTHORIZE ACCEPTANCE OF 2024 PTS GRANT, APPROPRIATE FUNDS, & MODIFY 2023 BUDGET SHERIFF'S OFFICE	736
RESO 447-23 AUTHORIZE ACCEPTANCE OF NYS 2023 PSAP OPERATIONS GRANT & MODIFY 2023 BUDGET	737
RESO 455-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	746
RESO 456-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	747

CATEGORY	PAGE
<u>MODIFY</u>	
RESO 457-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	748
RESO 458-23 BUDGET MODIFICATION 2023 & TRANSFER FUNDS PUBLIC WORKS	749
RESO 459-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS SAFETY OFFICE	750
RESO 466-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	756
RESO 500-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	812
RESO 501-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	813
RESO 503-23 REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	815
RESO 519-23 AUTHORIZE ACCEPTANCE OF 2023 SICG FORMULA GRANT, APPROPRIATE FUNDS, MODIFY 2023 BUDGET	830
RESO 72-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE LAPTOP	131
RESO 76-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	134
RESO 77-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	135
RESO 84-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	142
RESO 85-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	142
<u>MORTGAGE</u>	
RESO 183-23 MORTGAGE TAX DISTRIBUTION	305
RESO 413-23 MORTGAGE TAX DISTRIBUTION	707
<u>MEMORANDUM OF UNDERSTANDING</u>	
RESO 150-23 APPROVE AND ENTER INTO MOU WITH TOWN OF OWEGO FOR CDL DRUG TESTING	256
RESO 310-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY	529
RESO 438-23 APPROVE & ENTER INTO MOU WITH IPPC TECHNOLOGIES FOR SEX OFFENDER MONITORING	729
RESO 439-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY SOIL & WATER CONSERVATION DISTRICT	730
RESO 440-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY	731

CATEGORY	PAGE
<u>MULTI-YEAR</u>	
RESO 117-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS KNOWBE4 SECURITY AWARENESS TRAINING	208
RESO 118-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS BARRACUDA MESSAGE ARCHIVER	209
RESO 33-23 AUTHORIZE MULTI-YEAR PREPAYMENT OF SUBSCRIPTION TO ACHIEVE SAVINGS	37

NEW

RESO 123-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	213
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 157-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	263
RESO 200-23 ESTABLISH NEW BUDGET LINE, MODIFY RP 2023 BUDGET & TRANSFER FUNDS FOR PURCHASE OF LAPTOP	321
RESO 201-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS LAW DEPARTMENT	322
RESO 214-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (SCHWEITZER)	368
RESO 215-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (MOORE)	369
RESO 259-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES; SUN SAFETY PLAN	425
RESO 298-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY RESPIRATORY PROTECTION PROGRAM FOR VOLUNTARY USE OF RESPIRATOR	485
RESO 329-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE VIDEO CONFERENCE CAMERA	550
RESO 392-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS PUBLIC DEFENDER	670
RESO 459-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS SAFETY OFFICE	750
RESO 46-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XII. SECTION 3 PLAN FOR TIOGA COUNTY	50
RESO 484-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HERBERT)	793

NEWSPAPERS

RESO 3-23 DESIGNATE OFFICIAL NEWSPAPERS	5
RESO 4-23 DESIGNATION OF NEWSPAPER FOR REPUBLICAN PARTY	5
RESO 5-23 DESIGNATION OF NEWSPAPER FOR DEMOCRATIC PARTY	6

CATEGORY	PAGE
<u>NINTH</u>	
NINTH REGULAR MEETING SEPTEMBER 12, 2023	577
<u>OCCUPANCY TAX</u>	
RESO 110-23 DESIGNATE CALCULATION TO DETERMINE DISBURSEMENT OF OCCUPANCY TAX	199
<u>OFFICER</u>	
RESO 101-23 APPOINT FAIR HOUSING OFFICER (COUNTY ATTORNEY)	188
RESO 216-23 APPOINT DBE LIAISON OFFICER (DEPUTY COMMISSIONER PUBLIC WORKS)	370
<u>OFFICIAL</u>	
RESO 2-23 DESIGNATION OF OFFICIAL DEPOSITORIES	4
RESO 3-23 DESIGNATE OFFICIAL NEWSPAPERS	5
<u>OPPOSE</u>	
RESO 182-23 OPPOSE SENATE BILL 6282 PROHIBIT PROBATION DEPARTMENT FROM COLLECTING FEES ASSOCIATED WITH PROBATION	304
<u>ORGANIZATIONAL</u>	
FIRST SPECIAL & ORGANIZATIONAL MEETING JANUARY 3, 2023	1
<u>OUT-OF-TITLE PAY</u>	
RESO 249-23 AUTHORIZE OUT-OF-TITLE PAY (MERTSON) PUBLIC HEALTH	399
RESO 367-23 AUTHORIZE OUT-OF-TITLE PAY (CHANDLER/PALANZA) DEPARTMENT OF MOTOR VEHICLES	627
<u>PARTICIPATE</u>	
RESO 151-23 AUTHORIZATION TO JOIN & PARTICIPATE IN NEW NATIONAL OPIOID SETTLEMENT WITH CVS, WALGREENS, & WALMART	256
<u>PERMIT</u>	
RESO 504-23 PRIVATE WASTE HAULER PERMIT FEE	816
<u>PLAN</u>	
RESO 113-23 AWARD CONTRACT HAZARD MITIGATION PLAN (BARTON & LOGUIDICE, DPC)	203
RESO 186-23 AWARD CONTRACT STRATEGIC OPERATION PLAN	308
RESO 203-23 TRANSFER FUNDS/FUND SELF-INSURANCE PLAN RESERVE	324
RESO 255-23 AMEND RESO NOS. 193-18 & 45-23 ADOPTION OF TIOGA COUNTY TITLE VI PLAN	406
RESO 259-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES; SUN SAFETY PLAN	425

CATEGORY	PAGE
<u>PLAN</u>	
RESO 296-23 AMEND RESO NO. 193-18 AS AMENDED BY RESO NO. 45-23 AS AMENDED BY RESO 255-23 ADOPTION OF TIOGA COUNTY TITLE VI PLAN	480
RESO 366-23 AMEND RESO NOS. 193-18, 45-23, 255-23, 296-23 ADOPT TIOGA COUNTY TITLE VI PLAN	620
RESO 391-23 APPROVE 2024 STOP DWI PLAN	669
RESO 39-23 APPOINT TITLE VI COORDINATOR (PARKE)	43
RESO 45-23 AMEND RESOLUTION NO. 193-18; ADOPTION OF TIOGA COUNTY TITLE VI PLAN	48
<u>POLICY</u>	
RESO 46-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XII. SECTION 3 PLAN FOR TIOGA COUNTY	50
RESO 137-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION E. GRANTS PROCEDURE	227
RESO 138-23 AMEND EMPLOYEE HANDBOOK: SECTION IV PERSONNEL RULES; SUBSECTION V. LEAVE TIME	231
RESO 139-23 AMEND EMPLOYEE HANDBOOK: PURCHASING & PAYMENT POLICY; NEW SECTION 3 PROCUREMENT POLICY	234
RESO 140-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XIII. FAIR HOUSING PLAN	236
RESO 177-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION C. FIXED ASSETS PARAGRAPH III.	282
RESO 178-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES, SUBSECTION R. SEXUAL HARASSMENT PREVENTION POLICY	285
RESO 210-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; TIOGA COUNTY SEXUAL HARASSMENT POLICY	330
RESO 211-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; RESTRICT FIREARMS & OTHER WEAPONS	346
RESO 212-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES; RESPIRABLE CRYSTALLINE SILICA	349
RESO 256-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C VACATION & BENEFITS	407
RESO 257-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL PROCEDURES; SUBSECTION VII. MEAL ALLOWANCES	423
RESO 258-23 AMEND EMPLOYEE HANDBOOK: SECTION VII. PURCHASING & PAYMENT POLICY; MEALS PURCHASED	424
RESO 259-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES; SUN SAFETY PLAN	425
RESO 282-23 AUTHORIZE PURCHASES OUTSIDE COUNTY. POLICIES STRENGTHEN PH INFRASTRUCTURE & WORKFORCE	455
RESO 283-23 REQUESTING VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	456
RESO 297-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION H. PURCHASE OF FOOD, BEVERAGES, SUPPLIES	482

CATEGORY <u>POLICY</u>	PAGE
RESO 298-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY RESPIRATORY PROTECT PROGRAM FOR VOLUNTARY USE OF RESPIRATOR	485
RESO 338-23 SEEKING LEGISLATIVE APPROVAL TO EXCEED TIOGA COUNTY FOOD & BEVERAGE PURCHASE GUIDELINES	559
RESO 339-23 REQUESTING VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	560
RESO 371-23 AMEND EMPLOYEE HANDBOOK: SECTION II. ETHICS RULES; ADD NEW WHISTLEBLOWER POLICY	632
RESO 372-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION K. EEO/AFFIRMATIVE ACTION/ADA POLICY	636
RESO 46-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XII. SECTION 3 PLAN FOR TIOGA COUNTY	50
RESO 47-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION T. TIOGA CO. REMOTE WORK POLICY PILOT-PROGRAM	67
RESO 475-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION J. M/C BENEFITS	764
RESO 476-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION J. M/C BENEFITS LEAVE ACCRUALS	766
RESO 477-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; SUBSECTION I. TIOGA COUNTY CDL DRUG & ALCOHOL	770
RESO 48-23 AMEND EMPLOYEE HANDBOOK: SECTION VIII: COMPREHENSIVE INFORMATION SECURITY POLICY	77
RESO 49-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL POLICY; MEAL ALLOWANCES & SECTION VII. P-CARD	103
RESO 534-23 AUTHORIZING ONE-YEAR EXTENSION OF TIOGA CO REMOTE WORK POLICY-PILOT PROGRAM	843
RESO 535-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C BENEFITS LEAVE ACCRUALS, VACATION	844
RESO 536-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C BENEFITS HEALTH & DENTAL INSURANCE	848
RESO 537-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL POLICY AND PROCEDURES	851
RESO 8-23 ANNUAL REVIEW OF PROCUREMENT POLICY	7
RESO 96-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; SUBSECTION J. WORKPLACE VIOLENCE PREVENTION & DISC. HARASSMENT	170

<u>CATEGORY POSITION</u>	PAGE
RESO 101-23 APPOINT FAIR HOUSING OFFICER (COUNTY ATTORNEY)	188
RESO 102-23 REAPPOINTMENT OF COUNTY HISTORIAN (SEDORE)	190
RESO 131-23 APPOINT SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY (RIDDLE)	222
RESO 132-23 AUTHORIZE BACKFILL PART-TIME ASSISTANT FIRE COORDINATOR (HAMMOND) EMERGENCY SERVICES	223
RESO 133-23 CREATE & FILL TWO (2) HIGHWAY WORKER SEASONAL POSITIONS PUBLIC WORKS	224
RESO 134-23 AUTHORIZATION TO ABOLISH ONE VACANT COMM E-SRVCS COORDINATOR, CREATE & FILL ONE DIRECTOR OF PATIENT SERVICES PH	224
RESO 136-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION (SCEPANIAK)	226
RESO 141-23 CREATE PART-TIME SPEECH LANGUAGE PATHOLOGIST; INCREASE PT HEADCOUNT PUBLIC HEALTH	242
RESO 163-23 AMEND BUDGET & TRANSFER FUNDS HIGHWAY WORKER (SEASONAL) PUBLIC WORKS	269
RESO 168-23 CREATE & FILL ONE (1) HIGHWAY WORKER (SEASONAL) POSITION PUBLIC WORKS	273
RESO 169-23 AUTHORIZE APPOINTMENT OF DIRECTOR OF ADMINISTRATIVE SERVICES DSS (ANDREWS)	274
RESO 170-23 AUTHORIZATION TO RECLASSIFY WELFARE MANAGEMENT SYSTEMS COORDINATOR POSITION IN SOCIAL SERVICES	275
RESO 171-23 AUTHORIZATION TO RECLASSIFY RECORDS MANAGEMENT CLERK POSITION IN MENTAL HYGIENE	276
RESO 172-23 AUTHORIZE APPOINTMENT OF PUBLIC HEALTH DIRECTOR (VROMAN)	277
RESO 173-23 AUTHORIZE APPOINTMENT TO TITLE OF DEPUTY DIRECTOR OF PUBLIC HEALTH (MEDINA)	278
RESO 174-23 AUTHORIZE APPOINTMENT TO TITLE OF DIRECTOR OF PATIENT SERVICES (MILLER) PUBLIC HEALTH	279
RESO 175-23 CREATE & FILL TEMPORARY FT CLERK (SEASONAL) POSITION TREASURER'S OFFICE	280
RESO 190-23 AMEND RESO NO. 34-23 TRANSFER FUNDS & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN ITCS DEPT	312
RESO 205-23 AMEND RESO NO. 171-23 RECLASSIFY RECORDS MANAGEMENT CLERK POSITION MENTAL HYGIENE	325
RESO 206-23 AUTHORIZE POSITION RECLASSIFICATION PUBLIC WORKS (VANDEMARK)	326
RESO 207-23 AUTHORIZE POSITION RECLASSIFICATION PUBLIC WORKS (FRENCH)	327
RESO 208-23 AUTHORIZE APPOINTMENT OF CIVIL SERVICE TECH TRAINEE & SR CIVIL SERVICE TECH (WESTON/QUICK)	328

<u>CATEGORY POSITION</u>	PAGE
RESO 209-23 AUTHORIZE APPOINTMENT OF CIVIL SERVICE ASSISTANT (FARNHAM)	329
RESO 216-23 APPOINT DBE LIAISON OFFICER (DEPUTY COMMISSIONER PUBLIC WORKS)	370
RESO 250-23 AUTHORIZATION TO CREATE & FILL ONE, PT PRINCIPAL SOCIAL WELFARE EXAMINER SOCIAL SERVICES	400
RESO 251-23 CREATE & FILL PERMANENT, FT SR CSW (SCHOOL/COMMUNITY BASED) POSITION MENTAL HYGIENE	401
RESO 252-23 CREATE & FILL PERMANENT FT SR CSW (SCHOOL/COMMUNITY BASED) POSITION MENTAL HYGIENE	403
RESO 253-23 APPOINTMENT OF DEMOCRATIC DEPUTY COMMISSIONER OF ELECTIONS (DUKE)	404
RESO 254-236 AUTHORIZE APPOINTMENT OF BENEFITS MANAGER (FREYVOGEL)	405
RESO 300-23 AUTHORIZE APPOINTMENT OF CAPTAIN-OPERATIONS OFFICER (YEAGER) SHERIFF'S OFFICE	493
RESO 340-23 RECLASSIFY AND FILL VACANT POSITION SOCIAL SERVICES	561
RESO 341-23 RECLASSIFY & FILL VACANT POSITION PUBLIC HEALTH	562
RESO 342-23 CREATE & FILL PERMANENT, 3 FT SR CSW POSITIONS & 1 FT CSW POSITION MENTAL HYGIENE	563
RESO 34-23 TRANSFER FUNDS TO FUND & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN INFORMATION TECHNOLOGY	38
RESO 343-23 CREATE & FILL SEASONAL SOCIAL WELFARE EXAMINER POSITIONS & OFFICE SPECIALIST I POSITIONS HEAP PROGRAM DSS	564
RESO 35-23 AUTHORIZE CREATION AND FILLING OF TEMPORARY POSITION (GIS TECHNICIAN)	39
RESO 36-23 CREATE AND FILL TEMPORARY, PART-TIME PARALEGAL (SEASONAL) POSITION DISTRICT ATTORNEY OFFICE	40
RESO 368-23 UNFUND AND CREATE POSITION MENTAL HYGIENE	629
RESO 369-23 AUTHORIZE APPOINTMENT OF DEPUTY COMMISSIONER OF SOCIAL SERVICES; GRANT LEAVE OF ABSENCE DSS (MYERS)	630
RESO 370-23 CREATE (1) FT CLEANING SUPERVISOR POSITION & (7) CLEANER I POSITIONS PUBLIC WORKS	631
RESO 37-23 AMEND RESO NO. 286-22; CREATE & FILL SEASONAL OFFICE SPECIALIST I POSITIONS FOR HEAP PROGRAM DSS	41
RESO 38-23 AMEND RESOLUTION NO. 277-06; APPOINT ADA COORDINATOR (HUMES)	42
RESO 39-23 APPOINT TITLE VI COORDINATOR (PARKE)	43
RESO 40-23 ABOLISH TWO PT PARALEGAL POSITIONS & CREATE ONE FT OFFICE SPECIALIST III PUBLIC DEFENDER'S OFFICE	44
RESO 405-23 AMEND RESO NO. 370-23 CREATE (1) FT CLEANING SUPERVISOR & (7) FT CLEANER I POSITIONS	683
RESO 406-23 UNFUND (1) FT VACANT CLINICAL SOCIAL WORKER & CREATE (1) FT MH COMPLIANCE OFFICER MH	684

CATEGORY	PAGE
<u>POSITION</u>	
RESO 408-23 APPOINT PARALEGAL LAW DEPARTMENT (RIDDLE)	686
RESO 411-23 AMEND RESO NO. 133-23; CREATE & FILL TWO (2) HIGHWAY WORKER (SEASONAL) POSITIONS DPW	692
RESO 41-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR CASE SUPERVISOR GRADE B (CORBIN)	45
RESO 42-23 APPOINT ADMINISTRATIVE CORONER (BENNETT)	45
RESO 43-23 AUTHORIZE INTERIM APPOINTMENT AND SALARY INCREASE PUBLIC HEALTH (VROMAN)	46
RESO 44-23 2023 STAFF CHANGES LAW DEPARTMENT (LANOUCETTE)	47
RESO 468-23 AUTHORIZE APPOINTMENT OF MH COMPLIANCE OFFICER (DEYO-CRUZ) MENTAL HYGIENE	758
RESO 469-23 AUTHORIZE APPOINTMENT OF PUBLIC DEFENDER (CLINE)	759
RESO 470-23 APPOINTMENT OF REPUBLICAN ELECTION COMMISSIONER (JOHNSON) BOARD OF ELECTIONS	759
RESO 471-23 APPOINTMENT OF ELECTION WORKER PART-TIME (ROSENBERGER)	760
RESO 472-23 AUTHORIZE POSITION RECLASSIFICATION (SMITH) PUBLIC WORKS	761
RESO 473-23 RECLASSIFY & FILL UNFUNDED VACANT POSITIONS & ABOLISH POSITIONS SHERIFF OFFICE	762
RESO 474-23 UNFUND (1) FT CONFIDENTIAL ASSISTANT, CREATE, FILL & APPOINT (1) FT ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES (DAVIS)	763
RESO 524-23 AUTHORIZE CREATION OF ELECTION INSPECTOR SEASONAL POSITIONS BOARD OF ELECTIONS	834
RESO 525-23 APPOINTMENT OF REPUBLICAN DEPUTY COMMISSIONER OF ELECTIONS BOARD (HOOVER)	835
RESO 526-23 ABOLISH VACANT PT EMPLOYMENT CONTRACT SPECIALIST & CREATE PT CASEWORKER SOCIAL SERVICES	836
RESO 527-23 CREATE AND FILL A PT PARALEGAL POSITION IN TREASURER'S OFFICE (ASSIGNED COUNSEL)	837
RESO 528-23 APPOINT SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY LAW DEPARTMENT (LUNDBERG)	838
RESO 529-23 AUTHORIZE APPOINTMENT OF PART-TIME ASSISTANT PUBLIC DEFENDER (AWAD)	839
RESO 530-23 RECLASSIFY VACANT POSITION PUBLIC DEFENDER	839
RESO 533-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION SHERIFF'S OFFICE (DEMUTH)	842
RESO 86-23 AUTHORIZATION TO CREATE & FILL SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY; TEMPORARILY INCREASE FT HEADCOUNT LAW DEPARTMENT	143
RESO 87-23 AUTHORIZE TO CREATE & FILL ONE, FULL-TIME HEO III POSITION PUBLIC WORKS	144

<u>CATEGORY</u>	PAGE
<u>POSITION</u>	
RESO 88-23 AMEND RESO 35-23; AUTHORIZATION TO CREATE & FILL GIS MANAGER; TEMPORARILY INCREASE FT HEADCOUNT ITCS (GOODRICH)	145
RESO 90-23 RECLASSIFY VACANT POSITION MENTAL HYGIENE	148
RESO 91-23 AUTHORIZE TO FUND POSITION OF DIRECTOR OF ADMINISTRATIVE SERVICES SOCIAL SERVICES	149
RESO 98-23 AUTHORIZE APPOINTMENT OF SAFETY OFFICER (HOLBROOK)	176
<u>POSTHUMOUSLY</u>	
RESO 9-23 RECOGNITION RESOLUTION RECOGNIZING EDDIE J. HOLLENBECK POSTHUMOUSLY	9
<u>PRE-PAY</u>	
RESO 117-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS KNOWBE4 SECURITY AWARENESS TRAINING	208
RESO 118-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS BARRACUDA MESSAGE ARCHIVER	209
RESO 33-23 AUTHORIZE MULTI-YEAR PREPAYMENT OF SUBSCRIPTION TO ACHIEVE SAVINGS	37
<u>PRIOR YEAR</u>	
RESO 73-23 RE-ESTABLISH PRIOR YEAR 2022 CAPITAL FOR 2023 BUDGET FOR FIRE/EMERGENCY MANAGEMENT OFFICE	131
RESO 74-23 RE-ESTABLISH PRIOR YEAR 2022 PUBLIC WORKS FUNDS	132
RESO 75-23 RE-ESTABLISH PRIOR YEAR ARPA FUNDS; AMEND 2023 BUDGET VETERANS' SERVICE AGENCY	133
<u>PROCEEDS</u>	
RESO 327-23 APPORTIONING FORFEITURE OF CRIME PROCEEDS DRUG ENFORCEMENT ACTIVITIES	547
RESO 328-23 APPORTIONING FORFEITURE OF CRIME PROCEEDS DRUG ENFORCEMENT ACTIVITIES	549
<u>PROGRAM</u>	
RESO 184-23 CORPORATE COMPLIANCE PROGRAM IN MENTAL HYGIENE	306
RESO 295-23 ADOPT DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM	468

CATEGORY	PAGE
<u>PROJECT</u>	
RESO 156-23 ARPA FUNDS FOR NEIGHBORHOOD DEPOT ECONOMIC DEVELOPMENT & PLANNING	261
RESO 23-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST 003	26
RESO 31-23 APPROVE CHANGE ORDER FOR HVAC PROJECT AT COUNTY OFFICE BUILDING	36
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
RESO 346-23 AWARD DESIGN SERVICES HUNT ENGINEERS WAVERLY ANNEX PROJECT & APPROPRIATE FUNDS	569
RESO 451-23 ARPA FUNDING FOR CATHOLIC CHARITIES VETERANS/MENS TRANSITIONAL HOUSING PROJECT	741
<u>PUBLIC HEARING</u>	
PUBLIC HEARING 2024 BUDGET NOVEMBER 14, 2023	694
PUBLIC HEARING ANNUAL AGRICULTURAL DISTRICT INCLUSION FEBRUARY 23, 2023	177
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. A OF 2023 JANUARY 19, 2023	106
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. B OF 2023 JULY 20, 2023	495
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. C OF 2023 AUGUST 24, 2023	573
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. D OF 2023, AUGUST 24 2023	574
PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. E OF 2023 OCTOBER 19, 2023	688
RESO 13-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. A OF 2023	19
RESO 262-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. B OF 2023	436
RESO 304-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. C OF 2023	519
RESO 305-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. D OF 2023	524
RESO 374-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. E OF 2023	652

CATEGORY	PAGE
<u>PUBLIC HEARING</u>	
RESO 375-23 SET PUBLIC HEARING 2024 BUDGET	652
RESO 57-23 SET PUBLIC HEARING FOR 2023 ANNUAL AGRICULTURAL DISTRICT INCLUSIONS	114
<u>PURCHASE</u>	
RESO 126-23 AUTHORIZE TRANSFER FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	216
RESO 127-23 TRANSFER FUNDS & PURCHASE SERVER HOST HARDWARE	218
RESO 200-23 ESTABLISH NEW BUDGET LINE, MODIFY REAL PROPERTY 2023 BUDGET & TRANSFER FUNDS FOR PURCHASE OF LAPTOP	321
RESO 239-23 AUTHORIZE TRANSFER FUNDS, PURCHASE OF LAPTOPS & DOCKING STATIONS FOR ED&P	390
RESO 240-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION PURCHASE OF EQUIPMENT COUNTY CLERK	391
RESO 241-23 APPROVE SOLE SOURCE PURCHASE TRAFFIC SIGN & DESIGN SYSTEM, AMEND 2023 BUDGET & TRANSFER FUNDS	392
RESO 242-23 TRANSFER FUNDS & PURCHASE SECURITY CAMERAS HHS BUILDING	393
<u>PURCHASE</u>	
RESO 283-23 REQUESTING VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	456
RESO 285-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION FOR ED&P	458
RESO 286-23 TRANSFER FUNDS TO PURCHASE CONFERENCE ROOM CHAIRS FOR ITCS CONFERENCE ROOM	459
RESO 287-23 TRANSFER FUNDS PURCHASE BACKUP & OFFSITE COLD STORAGE SOLUTIONS ITCS	460
RESO 288-23 TRANSFER FUNDS PURCHASE UPGRADED SECURITY CAMERAS FOR HHS BUILDING LOCATIONS	461
RESO 289-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES UPGRADE ACCESS CONTROL & CAMERAS	462
RESO 290-23 TRANSFER FUNDS TO PURCHASE IPADS FOR CORONERS	464
RESO 297-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION H. PURCHASE OF FOOD, BEVERAGES, SUPPLIES	482
RESO 329-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE VIDEO CONFERENCE CAMERA	550
RESO 330-23 TRANSFER FUNDS, 2023 BUDGET MODIFICATION, PURCHASE OF EQUIPMENT COUNTY CLERK	551
RESO 331-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION FOR ED&P	552

<u>CATEGORY</u>	PAGE
<u>PURCHASE</u>	
RESO 332-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIR FOR DISTRICT ATTORNEY'S OFFICE	553
RESO 333-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO PURCHASE SOPHOS FIREWALL APPLIANCES	554
RESO 337-23 AMEND RESO 288-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES ACCESS CONTROL HHS BLDG.	558
RESO 338-23 SEEKING LEGISLATIVE APPROVAL TO EXCEED TIOGA COUNTY FOOD & BEVERAGE PURCHASE GUIDELINES	559
RESO 339-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	560
RESO 365-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	619
RESO 378-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	656
RESO 448-23 REQUEST TIOGA COUNTY OFFICE OF EMERGENCY SERVICES BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	738
RESO 449-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	739
RESO 453-23 TRANSFER FUNDS & PURCHASE CAMERAL HARDWARE	744
RESO 454-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIRS TREASURER'S OFFICE	745
RESO 498-23 TRANSFER OF SURCHARGE FUNDS PURCHASE WORKSTATIONS/CARPET COMMUNICATIONS DIV. EMERGENCY SERVICES	810
RESO 499-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	811
RESO 520-23 REQUESTING TIOGA CO VETERANS SERVICES BE ALLOWED TO EXCEED FOOD & BEV PURCHASE GUIDELINE	831
RESO 521-23 AUTHORIZATION TO PURCHASE NINE (9) VOTING MACHINES	832
RESO 72-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE LAPTOP	131
<u>PURCHASING</u>	
RESO 67-23 AUTHORIZE PARTICIPATION IN SOURCEWELL COOPERATIVE PURCHASING PROGRAM	126
RESO 68-23 AUTHORIZE PARTICIPATION IN PEPPM COOPERATIVE PURCHASING PROGRAM	127
RESO 139-23 AMEND EMPLOYEE HANDBOOK: PURCHASING & PAYMENT POLICY, NEW SECTION 3 PROCUREMENT POLICY	234

CATEGORY	PAGE
<u>RADIO PROJECT</u>	
RESO 20-23 AUTHORIZE LEASE WITH MOTOROLA SOLUTIONS FUND EQUIPMENT FOR P25 RADIO SYSTEM PROJECT	24
RESO 21-23 AUTHORIZE LEASE AGREEMENT FOR STORAGE OF RADIO EQUIPMENT OFFICE OF EMERGENCY SERVICES	25
RESO 218-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER - TOWN OF NICHOLS	372
RESO 219-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF RICHFORD	373
RESO 220-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF OWEGO	374
RESO 221-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF SPENCER	375
RESO 312-23 EXECUTE LEASE & EASEMENT S. APALACHIN RD. COMMUNICATIONS TOWER	531
RESO 313-23 EXECUTE LEASE & EASEMENT AGREEMENT 54 DODGE RD., SPENCER COMMUNICATIONS TOWER	532
RESO 314-23 EXECUTE LEASE & EASEMENT AGREEMENT 246 DAVIS RD., RICHFORD COMMUNICATIONS TOWER	533
RESO 315-23 EXECUTE LEASE & EASEMENT AGREEMENT 110 C BABCOCK RD., NICHOLS COMMUNICATIONS TOWER	534
<u>RATES</u>	
RESO 351-23 ESTABLISH EQUALIZATION RATES	605
RESO 414-23 ADOPT STATE EQUALIZATION RATES	708
<u>RATIFY</u>	
RESO 261-23 RATIFY COLLECTIVE BARGAINING AGREEMENT FOR TCLEA	430
RESO 344-23 RATIFY COLLECTIVE BARGAINING AGREEMENT (TCCA/NCEU)	565
<u>REALLOCATE</u>	
RESO 532-23 AUTHORIZE SALARY REALLOCATION WITHIN CSEA SALARY SCHEDULE CIVIL LAW CLERK SHERIFF'S OFFICE	841
<u>REAPPOINT</u>	
RESO 102-23 REAPPOINTMENT OF COUNTY HISTORIAN (SEDORE)	190
RESO 103-23 REAPPOINT DIRECTOR SOIL & WATER CONSERVATION DISTRICT (KWIATKOWSKI)	190
RESO 104-23 REAPPOINT MEMBER TO BOARD OF ETHICS (HITCHINGS)	191
RESO 105-23 REAPPOINT MEMBER TO TIOGA COUNTY LOCAL DEV CORP (CASE)	192
RESO 142-23 REAPPOINT MEMBER TO TRAFFIC SAFETY BOARD (JACKSON)	247
RESO 415-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (POWERS)	709

CATEGORY	PAGE
<u>REAPPOINT</u>	
RESO 416-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (SCANLON)	709
RESO 417-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (SHELP)	710
RESO 418-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (BLOODNICK)	711
RESO 419-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (LAWTON)	711
RESO 420-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (WHITTEMORE)	712
RESO 421-23 REAPPOINT MEMBER TO TIOGA COUNTY BOARD OF HEALTH (NYTCH)	713
RESO 486-23 REAPPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (CACCIOLA)	795
RESO 487-23 REAPPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (ECKLEY)	795
RESO 488-23 REAPPOINT MICHAEL BARATTA TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD	796
RESO 489-23 REAPPOINT HANNAH MURRAY TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD	797
RESO 53-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (BIALY)	111
RESO 54-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (GILLULE)	111
RESO 55-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (STANDINGER)	112
<u>RECLASSIFY</u>	
RESO 170-23 AUTHORIZATION TO RECLASSIFY WELFARE MANAGEMENT SYSTEMS COORDINATOR POSITION IN SOCIAL SERVICES	275
RESO 171-23 AUTHORIZATION TO RECLASSIFY RECORDS MANAGEMENT CLERK POSITION IN MENTAL HYGIENE	276
RESO 205-23 AMEND RESO NO. 171-23 RECLASSIFY RECORDS MANAGEMENT CLERK POSITION MENTAL HYGIENE	325
RESO 206-23 AUTHORIZE POSITION RECLASSIFICATION PUBLIC WORKS (VANDEMARK)	326
RESO 207-23 AUTHORIZE POSITION RECLASSIFICATION PUBLIC WORKS (FRENCH)	327
RESO 340-23 RECLASSIFY AND FILL VACANT POSITION SOCIAL SERVICES	561
RESO 341-23 RECLASSIFY & FILL VACANT POSITION PUBLIC HEALTH	562
RESO 472-23 AUTHORIZE POSITION RECLASSIFICATION (SMITH) PUBLIC WORKS	761

CATEGORY	PAGE
<u>RECLASSIFY</u>	
RESO 473-23 RECLASSIFY & FILL UNFUNDED VACANT POSITIONS & ABOLISH POSITIONS SHERIFF'S OFFICE	762
RESO 530-23 RECLASSIFY VACANT POSITION PUBLIC DEFENDER	839
RESO 90-23 RECLASSIFY VACANT POSITION MENTAL HYGIENE	148
<u>RECOGNIZE</u>	
RESO 100-23 RECOGNIZE WILLIAM OSTRANDER'S 15 YEARS OF DEDICATED SERVICE TO ITCS	185
RESO 10-23 RECOGNIZING AARON GOWAN'S 30 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY IDA	11
RESO 11-23 RECOGNITION OF CHRISTINE FAY'S 19 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY AND MENTAL HYGIENE	12
RESO 12-23 RECOGNITION OF THE HONORABLE GERALD A. KEENE'S 41 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	13
RESO 213-23 RESO RECOGNIZING SHAWN NALEPA'S 26 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY SHERIFF'S OFFICE	366
RESO 302-23 RECOGNIZE ANITA T. TEED'S 34 YEARS OF DEDICATED SERVICE DEPT. OF SOCIAL SERVICES	500
RESO 348-23 RECOGNIZING TERI ROSENBERGER'S 22 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	577
RESO 373-23 RECOGNITION OF STEPHANIE CARRIGG'S 35 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	639
RESO 478-23 RECOGNITION OF GEORGE C. AWAD, JR. 38 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	787
RESO 50-23 RECOGNIZING CLIFFORD LITTLE'S 22 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY SHERIFF'S OFFICE	107
RESO 9-23 RECOGNITION RESOLUTION RECOGNIZING EDDIE J. HOLLENBECK POSTHUMOUSLY	9
RESO 99-23 RECOGNITION OF ANNE DAVIS' 34 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	183
<u>RECOMMEND</u>	
RESO 17-23 RECOMMEND MEMBERS TO SUSQUEHANNA HERITAGE AREA COMMISSION (MAFFEI & ORTU)	21
RESO 377-23 RECOMMEND MEMBER TO SUSQUEHANNA HERITAGE AREA COMMISSION (JARDINE)	655
<u>RECONSIDER</u>	
RESO 106-23 URGING GOVERNOR HOCHUL TO RECONSIDER BAN OF GAS STOVES & OTHER NEW FOSSIL FUEL HEAT EQUIPMENT	192

CATEGORY	PAGE
<u>RE-ESTABLISH</u>	
RESO 24-23 RE-ESTABLISH PRIOR YEAR ARPA OPERATING & CAPITAL APPROPRIATIONS	27
RESO 494-23 AUTHORIZE THE RE-ESTABLISHMENT OF PRIOR YEAR 2023 GRANT FUNDS AND CAPITAL PROJECTS	804
RESO 73-23 RE-ESTABLISH PRIOR YEAR 2022 CAPITAL FOR 2023 BUDGET FOR FIRE/EMO	131
RESO 74-23 RE-ESTABLISH PRIOR YEAR 2022 PUBLIC WORKS FUNDS	132
RESO 75-23 RE-ESTABLISH PRIOR YEAR ARPA FUNDS AMEND 2023 BUDGET VETERANS' SERVICE AGENCY	133
<u>REGULAR</u>	
EIGHTH REGULAR MEETING AUGUST 15, 2023	500
ELEVENTH REGULAR MEETING NOVEMBER 14, 2023	697
FIFTH REGULAR MEETING MAY 9, 2023	297
FIRST REGULAR MEETING JANUARY 10, 2023	9
FOURTH REGULAR MEETING APRIL 11, 2023	244
NINTH REGULAR MEETING SEPTEMBER 12, 2023	577
SECOND REGULAR MEETING FEBRUARY 14, 2023	107
SEVENTH REGULAR MEETING JULY 11, 2023	432
SIXTH REGULAR MEETING JUNE 13, 2023	366
TENTH REGULAR MEETING OCTOBER 10, 2023	639
THIRD REGULAR MEETING MARCH 14, 2023	178
TWELFTH REGULAR MEETING DECEMBER 12, 2023	787
<u>REIMBURSE</u>	
RESO 32-23 ACCEPT REIMBURSEMENT FROM ABSENTEE BALLOT PRE-PAID POSTAGE GRANT & AMEND 2022 BUDGET	36
<u>REMOTE WORK</u>	
RESO 47-23 AMEND EMPLOYEE HANDBOOK: SECTION IV PERSONNEL RULES, SUBSECTION T. TIOGA CO. REMOTE WORK POLICY-PILOT PROGRAM	67
RESO 534-23 AUTHORIZING ONE-YEAR EXTENSION OF TIOGA COUNTY REMOTE WORK POLICY-PILOT PROGRAM	843
RESO 94-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION T. REMOTE WORK POLICY-PILOT PROGRAM	165
<u>REMOVE</u>	
RESO 107-23 CALLING ON GOV HOCHUL TO REMOVE PART M ARTICLE VII REV BILLS FROM 2024 EXECUTIVE BUDGET	194

CATEGORY	PAGE
<u>RENEW</u>	
RESO 185-23 AUTHORIZE TO RENEW AGREEMENT WITH TOWNS TO ACCEPT HOUSEHOLD ELECTRONIC WASTE FROM TIOGA COUNTY RESIDENTS	307
RESO 326-23 AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE BUDGET	546
RESO 387-23 AUTHORIZE GRANT RENEWAL, APPROPRIATE FUNDS & AMEND 2023 BUDGET MENTAL HYGIENE	665
RESO 516-23 RESOLUTION TO RENEW CONSULTANT CONTRACT HAZARD MITIGATION PLAN COORDINATOR FOR 2024	827
RESO 517-23 RENEW ADMINISTRATIVE SERVICES AGREEMENT BETWEEN ED&P TIOGA COUNTY AND TCPDC FOR PERIOD OF 1/1/24-12/31/25	828
<u>REPEAL</u>	
RESO 376-23 SUPPORT SENATE BILL S.7645 REPEAL CERTAIN PROVISIONS OF EXECUTIVE LAW ESTABLISHING FEE BACKGROUND CHECK FIREARMS	653
<u>REQUEST</u>	
RESO 111-23 AUTHORIZE 2023 REQUEST FOR INCLUSION OF LANDS IN AGRICULTURAL DISTRICTS	201
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 283-23 REQUESTING VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	456
RESO 339-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	560
RESO 364-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	618
RESO 365-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	619
RESO 378-23 REQUEST VETERANS' SERVICES AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	656
RESO 384-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO PURSUE NY CARES UP GRANT	663
RESO 404-23 AMEND 2023 BUDGET CONTINGENCY TRANSFER REQUEST MEDICAL EXAMINERS & CORONERS	682
RESO 448-23 REQUEST TIOGA COUNTY OFFICE OF EMERGENCY SERVICES BE ALLOWED TO EXCEED FOOD & BEVERAGE GUIDELINES	738
RESO 449-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	739
RESO 466-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	756
RESO 503-23 REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	815
RESO 520-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	831

CATEGORY	PAGE
<u>RESERVE</u>	
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 154-23 STATE AID CASINO REVENUE RESERVE ALLOCATION	260
RESO 155-23 FUND THE UNEMPLOYMENT INSURANCE RESERVE FOR 2022	261
RESO 167-23 AMEND RESO NO. 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY BUDGET SAFETY OFFICE	273
RESO 203-23 TRANSFER FUNDS/FUND SELF-INSURANCE PLAN RESERVE	324
<u>RESOLUTION</u>	
RESO 100-23 RECOGNIZE WILLIAM OSTRANDER'S 15 YEARS OF DEDICATED SERVICE TO ITCS	185
RESO 101-23 APPOINT FAIR HOUSING OFFICER (COUNTY ATTORNEY)	188
RESO 102-23 REAPPOINTMENT OF COUNTY HISTORIAN (SEDORE)	190
RESO 10-23 RECOGNIZING AARON GOWAN'S 30 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY	11
RESO 103-23 REAPPOINT DIRECTOR SOIL & WATER CONSERVATION DISTRICT (KWIATKOWSKI)	190
RESO 104-23 REAPPOINT MEMBER TO BOARD OF ETHICS (HITCHINGS)	191
RESO 105-23 REAPPOINT MEMBER TO TIOGA COUNTY LOCAL DEVELOPMENT CORPORATION (CASE)	192
RESO 106-23 URGING GOVERNOR HOCHUL TO RECONSIDER BAN OF GAS STOVES & OTHER NEW FOSSIL FUEL HEAT EQUIPMENT	192
RESO 107-23 CALLING ON GOVERNOR HOCHUL TO REMOVE PART M ARTICLE VII REVENUE BILLS FROM 2024 EXECUTIVE BUDGET	194
RESO 108-23 ERRONEOUS ASSESSMENT TOWN OF BARTON	196
RESO 109-23 ERRONEOUS ASSESSMENT TOWN OF CANDOR	198
RESO 110-23 DESIGNATE CALCULATION TO DETERMINE DISBURSEMENT OF OCCUPANCY TAX	199
RESO 111-23 AUTHORIZE 2023 REQUEST FOR INCLUSION OF LANDS IN AGRICULTURAL DISTRICTS	201
RESO 112-23 ENTER INTO CONTRACT WITH CATAMOUNT CONSULTING FOR AUDIOGRAMS	202
RESO 11-23 RECOGNITION OF CHRISTINE FAY'S 19 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY AND MENTAL HYGIENE	12
RESO 113-23 AWARD CONTRACT HAZARD MITIGATION PLAN (BARTON & LOGUIDICE, DPC)	203
RESO 114-23 AUTHORIZE EXECUTION OF COOPERATIVE AGREEMENTS LAW, ITCS, SHERIFF, DSS, PH, MH	204
RESO 115-23 EXTENSION OF ELC COVID ENHANCED DETECTION GRANT PUBLIC HEALTH	206

CATEGORY	PAGE
<u>RESOLUTION</u>	
RESO 116-23 AUTHORIZE GRANT APPLICATION TO DEPT. OF HEALTH & HUMAN SERVICES & CDC	207
RESO 117-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS KNOWBE4 SECURITY AWARENESS TRAINING	208
RESO 118-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS BARRACUDA MESSENGER ARCHIVER	209
RESO 119-23 APPROVE FUNDING 2023 YOUTH BUREAU PROGRAM FUNDING	210
RESO 120-23 APPROPRIATION OF FUNDS, AUTHORIZE ACCEPTANCE OF FY22 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	210
RESO 121-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS EMERGENCY SERVICES	211
RESO 122-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	212
RESO 12-23 RECOGNITION OF THE HONORABLE GERALD A. KEENE'S 41 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	13
RESO 1-23 TRIPS AUTHORIZED	3
RESO 123-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	213
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 125-23 AMEND 2022 BUDGET & TRANSFER FUNDS FOR EMPLOYMENT FUND	215
RESO 126-23 AUTHORIZE TRANSFER FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	216
RESO 127-23 TRANSFER FUNDS & PURCHASE SERVER HOST HARDWARE	218
RESO 128-23 AMEND 2022 CAPITAL BUDGET & TRANSFER FUNDS	219
RESO 129-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS HEAVY EQUIPMENT LIFTS PUBLIC WORKS	220
RESO 130-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS TANDEM TRUCK BOX UPGRADES PUBLIC WORKS	221
RESO 131-23 APPOINT SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY (RIDDLE)	222
RESO 132-23 AUTHORIZE BACKFILL PART-TIME ASSISTANT FIRE COORDINATOR (HAMMOND) EMERGENCY SERVICES	223
RESO 13-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. A OF 2023	19
RESO 133-23 CREATE & FILL TWO (2) HIGHWAY WORKER SEASONAL POSITIONS PUBLIC WORKS	224
RESO 134-23 AUTHORIZATION TO ABOLISH ONE VACANT COMM E-SRVCS COORDINATOR, CREATE & FILL ONE DIRECTOR OF PATIENT SERVICES PH	224
RESO 135-23 AUTHORIZE SALARY ABOVE CSEA BASE DSS (PARK)	226

CATEGORY	PAGE
<u>RESOLUTION</u>	
RESO 136-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION (SCEPANIAK)	226
RESO 137-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION E. GRANTS PROCEDURE	227
RESO 138-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION V. LEAVE TIME	231
RESO 139-23 AMEND EMPLOYEE HANDBOOK: PURCHASING & PAYMENT POLICY; NEW SECTION 3 PROCUREMENT POLICY	234
RESO 140-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XIII. FAIR HOUSING PLAN	236
RESO 141-23 CREATE PART-TIME SPEECH LANGUAGE PATHOLOGIST; INCREASE PT HEADCOUNT PUBLIC HEALTH	242
RESO 142-23 REAPPOINT MEMBER TO TRAFFIC SAFETY BOARD (JACKSON)	247
RESO 14-23 APPOINT DIRECTORS SOIL & WATER CONSERVATION DISTRICT (MONELL & WESTON)	19
RESO 143-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	248
RESO 144-23 AUTHORIZE ACCEPTANCE OF YR 5 FUND NYS ILS & ACCEPT YR 5 FUNDING FOR HH GRANT & AMEND 2023 BUDGET	249
RESO 145-23 AUTHORIZE ACCEPTANCE OF 2023 NYS PTS GRANT APPROPRIATE FUNDS & MODIFY 2023 BUDGET SHERIFF'S OFFICE	251
RESO 146-23 AUTHORIZE ACCEPTANCE OF 2022 SICG TARGET GRANT APPROPRIATE FUNDS & MODIFY 2023 BUDGET EMERGENCY SERVICES	252
RESO 147-23 AUTHORIZE SUBMISSION OF EMPG23 GRANT APPLICATION EMERGENCY SERVICES	253
RESO 148-23 AUTHORIZE SUBMISSION OF HOMELAND SECURITY GRANT APPLICATION EMERGENCY SERVICES	254
RESO 149-23 ACCEPTANCE OF APPALACHIAN REGIONAL COMMISSION GRANT APPLICATION FOR STRATEGIC PLAN & CREATE ACCOUNT	255
RESO 150-23 APPROVE AND ENTER INTO MOU WITH TOWN OF OWEGO FOR CDL DRUG TESTING	256
RESO 151-23 AUTHORIZATION TO JOIN & PARTICIPATE IN NEW NATIONAL OPIOID SETTLEMENT WITH CVS, WALGREENS, & WALMART	256
RESO 152-23 APPROVE CONTRACT APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	258
RESO 15-23 APPOINT MEMBERS FISH & WILDLIFE MANAGEMENT BOARD (BROWN & WOODS)	20
RESO 153-23 AUTHORIZE CONTRACT WITH ACCORD FOR OFFICE SPACE	259
RESO 154-23 STATE AID CASINO REVENUE RESERVE ALLOCATION	260
RESO 155-23 FUND THE UNEMPLOYMENT INSURANCE RESERVE FOR 2022	261
RESO 156-23 ARPA FUNDS FOR NEIGHBORHOOD DEPOT ECONOMIC DEVELOPMENT & PLANNING	261

CATEGORY	PAGE
<u>RESOLUTION</u>	
RESO 157-23 ESTABLISH NEW BUDGET LINE MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	263
RESO 158-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	264
RESO 159-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	265
RESO 160-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	266
RESO 161-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	267
RESO 162-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE & PUBLIC HEALTH	268
RESO 16-23 APPOINT MEMBER TO THE TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (TOWNSEND)	21
RESO 163-23 AMEND BUDGET & TRANSFER FUNDS HIGHWAY WORKER (SEASONAL) PUBLIC WORKS	269
RESO 164-23 AMEND 2023 CAPITAL BUDGET & TRANSFER FUNDS FOR MECHANIC TRUCK PUBLIC WORKS	270
RESO 165-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION MENTAL HYGIENE	271
RESO 166-23 AMEND RESO NO. 120-23 APPROPRIATE FUNDS FY2022 DOMESTIC TERRORISM PREVENTION GRANT EMERGENCY SERVICES	272
RESO 167-23 AMEND RESO NO. 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY BUDGET SAFETY OFFICE	273
RESO 168-23 CREATE & FILL ONE (1) HIGHWAY WORKER (SEASONAL) POSITION PUBLIC WORKS	273
RESO 169-23 AUTHORIZE APPOINTMENT OF DIRECTOR OF ADMINISTRATIVE SERVICES DSS (ANDREWS)	274
RESO 170-23 AUTHORIZATION TO RECLASSIFY WELFARE MANAGEMENT SYSTEMS COORDINATOR POSITION IN SOCIAL SERVICES	275
RESO 171-23 AUTHORIZATION TO RECLASSIFY RECORDS MANAGEMENT CLERK POSITION IN MENTAL HYGIENE	276
RESO 172-23 AUTHORIZE APPOINTMENT OF PUBLIC HEALTH DIRECTOR (VROMAN)	277
RESO 17-23 RECOMMEND MEMBERS TO SUSQUEHANNA HERITAGE AREA COMMISSION (MAFFEI & ORTU)	21
RESO 173-23 AUTHORIZE APPOINTMENT TO TITLE OF DEPUTY DIRECTOR OF PUBLIC HEALTH (MEDINA)	278
RESO 174-23 AUTHORIZE APPOINTMENT TO TITLE OF DIRECTOR OF PATIENT SERVICES (MILLER) PUBLIC HEALTH	279
RESO 175-23 CREATE & FILL TEMP FT CLERK (SEASONAL) POSITION TREASURER'S OFFICE	280
RESO 176-23 STANDARD WORKDAY & REPORTING RESOLUTION (RIDDELL)	280

CATEGORY RESOLUTION	PAGE
RESO 177-23 AMEND EMPLOYEE HANDBOOK: SECT III. FINANCIAL RULES; SUBSECTION C. FIXED ASSETS PARAGRAPH III.	282
RESO 178-23 AMEND EMPLOYEE HANDBOOK: SECT IV. PERSONNEL RULES; SUBSECTION R. SEXUAL HARASSMENT PREVENTION POLICY	285
RESO 179-23 APPOINT MEMBER TO BOARD OF ETHICS (NEILD)	301
RESO 180-23 APPOINT MEMBER TO BOARD OF ETHICS (HALL)	302
RESO 181-23 HOME RULE REQUEST: SUPPORT SENATE/ASSEMBLY BILLS EXTEND CURRENT SALES & COMPENSATING USE TAXES	303
RESO 182-23 OPPOSE SENATE BILL 6282 PROHIBIT PROBATION DEPARTMENT FROM COLLECTING FEES ASSOCIATED WITH PROBATION	304
RESO 18-23 AUTHORIZE CONTRACT WITH TOMPKINS-SENECA-TIOGA BOCES TO ADMINISTER PREVENTION SERVICES	22
RESO 183-23 MORTGAGE TAX DISTRIBUTION	305
RESO 184-23 CORPORATE COMPLIANCE PROGRAM IN MENTAL HYGIENE	306
RESO 185-23 AUTHORIZATION TO RENEW AGREEMENT WITH TOWNS TO ACCEPT HOUSEHOLD ELECTRONIC WASTE FROM TIOGA COUNTY RESIDENTS	307
RESO 186-23 AWARD CONTRACT STRATEGIC OPERATION PLAN	308
RESO 187-23 AUTHORIZE CONTRACT EXTENSION WITH TRIAD GROUP FOR WORKERS' COMP ADMINISTRATION	309
RESO 188-23 AUTHORIZE AGREEMENT WITH FRSECURE LLC INTERNAL & EXTERNAL CYBERSECURITY PENETRATION TESTING	310
RESO 189-23 AMEND RESO NO. 399-22 AUTHORIZE AGREEMENT WITH ALLMODE MITEL TELECOMMUNICATIONS SYSTEM	311
RESO 190-23 AMEND RESO NO. 34-23 TRANSFER FUNDS & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN ITCS DEPT	312
RESO 191-23 TRANSFER FUNDS & AUTHORIZE AGREEMENT WITH VERTIV INC. REPLACE AC/DC CAPACITORS & FAN ON UPS UNIT	313
RESO 192-23 ACCEPT INDIGENT LEGAL SERVICES AWARD & AMEND 2023 BUDGET	314
RESO 19-23 AUTHORIZE CONTRACT WITH SECURITAS SECURITY SERVICES FOR 56 MAIN STREET	23
RESO 193-23 AUTHORIZATION TO APPLY FOR GRANT PUBLIC HEALTH	315
RESO 194-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CAMPVILLE FIRE DEPARTMENT	316
RESO 195-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO JOSHUA HOUSE BY WAY OF TIOGA COUNTY YOUTH BUREAU	317
RESO 196-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO JOSHUA HOUSE BY WAY OF TIOGA COUNTY UNITED WAY	318
RESO 197-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD	318

CATEGORY RESOLUTION	PAGE
RESO 198-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO INSPIRE-SVE	319
RESO 199-23 APPROVE FUNDING 2023 YOUTH BUREAU PROGRAM FUNDING	320
RESO 200-23 ESTABLISH NEW BUDGET LINE, MODIFY REAL PROPERTY 2023 BUDGET & TRANSFER FUNDS FOR PURCHASE OF LAPTOP	321
RESO 201-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS LAW DEPARTMENT	322
RESO 202-23 TRANSFER FUNDS 2023 BUDGET SOLID WASTE	323
RESO 20-23 AUTHORIZE LEASE WITH MOTOROLA SOLUTIONS FUND EQUIPMENT FOR P25 RADIO SYSTEM PROJECT	24
RESO 203-23 TRANSFER FUNDS/FUND SELF-INSURANCE PLAN RESERVE	324
RESO 204-23 AMEND 2023 BUDGET TIOGA CAREER CENTER	324
RESO 205-23 AMEND RESO NO. 171-23 RECLASSIFY RECORDS MANAGEMENT CLERK POSITION MENTAL HYGIENE	325
RESO 206-23 AUTHORIZE POSITION RECLASSIFICATION PUBLIC WORKS (VANDEMARK)	326
RESO 207-23 AUTHORIZE POSITION RECLASSIFICATION PUBLIC WORKS (FRENCH)	327
RESO 208-23 AUTHORIZE APPOINTMENT OF CIVIL SERVICE TECH TRAINEE & SR CIVIL SERVICE TECH (WESTON/QUICK)	328
RESO 209-23 AUTHORIZE APPOINTMENT OF CIVIL SERVICE ASSISTANT (FARNHAM)	329
RESO 210-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; TIOGA COUNTY SEXUAL HARASSMENT POLICY	330
RESO 211-23 AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; RESTRICT FIREARMS & OTHER WEAPONS	346
RESO 212-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES; RESPIRABLE CRYSTALLINE SILICA	349
RESO 21-23 AUTHORIZE LEASE AGREEMENT FOR STORAGE OF RADIO EQUIPMENT OFFICE OF EMERGENCY SERVICES	25
RESO 213-23 RESOLUTION RECOGNIZING SHAWN NALEPA'S 26 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY SHERIFF'S OFFICE	366
RESO 214-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (SCHWEITZER)	368
RESO 215-23 RESOLUTION APPOINTING NEW MEMBER TO COMMUNITY SERVICES BOARD (MOORE)	369
RESO 216-23 APPOINT DBE LIAISON OFFICER (DEPUTY COMMISSIONER PUBLIC WORKS)	370
RESO 217-23 RESOLUTION TO AMEND AND RESTATE THE DEFERRED COMPENSATION MODEL PLAN	370

CATEGORY RESOLUTION	PAGE
RESO 218-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF NICHOLS	372
RESO 219-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF RICHFORD	373
RESO 220-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF OWEGO	374
RESO 221-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF SPENCER	375
RESO 222-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TOWN OF OWEGO	376
RESO 22-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT	26
RESO 2-23 DESIGNATION OF OFFICIAL DEPOSITORIES	4
RESO 223-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO FUDDY DUDDY'S	376
RESO 224-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TIOGA COUNTY BOYS & GIRLS CLUB CONSTRUCTION OF TEEN CENTER	377
RESO 225-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TIOGA COUNTY BOYS & GIRLS CLUB FURNISH TEEN CENTER	378
RESO 226-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TOWN OF NICHOLS	379
RESO 227-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO VILLAGE OF WAVERLY	380
RESO 228-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CAMPVILLE FIRE DEPARTMENT	380
RESO 229-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD BY WAY OF TIOGA COUNTY SR CITIZENS	381
RESO 230-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO RURAL ECONOMIC AREA PARTNERSHIP (REAP)	382
RESO 231-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO NEWARK VALLEY UNITED CHURCH OF CHRIST	383
RESO 232-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO NICHOLS PRESBYTERIAN CHURCH	384
RESO 23-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST 003	26
RESO 233-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO CANDOR EMERGENCY SQUAD BY WAY OF MILDRED FAULKNER TRUMAN FOUNDATION	384
RESO 234-23 AUTHORIZE SUBMISSION OF STATEWIDE INTEROPERABLE COMMUNICATIONS FORMULA GRANT APPLICATION (SICG23) EMERGENCY SERVICES	385
RESO 235-23 AWARD DESIGN SERVICES TO DELTA ENGINEERS DAY HOLLOW RD. CULVERT	386

CATEGORY RESOLUTION	PAGE
RESO 236-23 AUTHORIZATION TO SIGN CONTRACT SOCIAL SERVICES (STEUBEN CO)	387
RESO 237-23 APPROVE CONTRACT, APPROPRIATION OF FUNDS, & AMEND 2023 BUDGET SOCIAL SERVICES	388
RESO 238-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	389
RESO 239-23 AUTHORIZE TRANSFER FUNDS PURCHASE OF LAPTOPS & DOCKING STATIONS FOR ED&P	390
RESO 240-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION PURCHASE OF EQUIPMENT COUNTY CLERK	391
RESO 241-23 APPROVE SOLE SOURCE PURCHASE TRAFFIC SIGN & DESIGN SYSTEM, AMEND 2023 BUDGET & TRANSFER FUNDS	392
RESO 242-23 TRANSFER FUNDS & PURCHASE SECURITY CAMERAS HHS BUILDING	393
RESO 24-23 RE-ESTABLISH PRIOR YEAR ARPA OPERATING & CAPITAL APPROPRIATIONS	27
RESO 243-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	394
RESO 244-23 AMEND 2023 BUDGET & APPROPRIATE FUNDS ARPA INTERFUND TRANSFERS	395
RESO 245-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	396
RESO 246-23 BUDGET AMENDMENT, APPROPRIATE & RECEIPT ADDITIONAL FUNDS ABSENTEE BALLOT PRE-PAID POSTAGE GRANT	397
RESO 247-23 BUDGET AMENDMENT APPROPRIATE & RECEIPT ADDITIONAL FUNDS TECH INNOV & ELECTION RESOURCE GRANT	398
RESO 248-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR PROBATION OFFICER I (BRIANA WARD) PROBATION DEPARTMENT	399
RESO 249-23 AUTHORIZE OUT-OF-TITLE PAY (MERTSON) PUBLIC HEALTH	399
RESO 250-23 AUTHORIZE TO CREATE & FILL ONE, PT PRINCIPAL SOCIAL WELFARE EXAMINER SOCIAL SERVICES	400
RESO 251-23 CREATE & FILL PERMANENT, FT SR CSW (SCHOOL/COMMUNITY BASED) POSITION MENTAL HYGIENE	401
RESO 252-23 CREATE & FILL PERMANENT FT SR CSW (SCHOOL/COMMUNITY BASED) POSITION MENTAL HYGIENE	403
RESO 25-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2022 MENTAL HYGIENE	29
RESO 253-23 APPOINTMENT OF DEMOCRATIC DEPUTY COMMISSIONER OF ELECTIONS (DUKE)	404
RESO 254-236 AUTHORIZE APPOINTMENT OF BENEFITS MANAGER (FREYVOGEL)	405

CATEGORY RESOLUTION	PAGE
RESO 255-23 AMEND RESO NOS. 193-18 & 45-23 ADOPTION OF TIOGA COUNTY TITLE VI PLAN	406
RESO 256-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C VACATION & BENEFITS	407
RESO 257-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL PROCEDURES; SUBSECTION VII. MEAL ALLOWANCES	423
RESO 258-23 AMEND EMPLOYEE HANDBOOK: SECTION VII. PURCHASING & PAYMENT POLICY; MEALS PURCHASED	424
RESO 259-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY SECTION IX. SAFETY RULES; SUN SAFETY PLAN	425
RESO 260-23 AMEND BUDGET & APPROPRIATE FUND, STRENGTHENING PH INFRASTRUCTURE & WORKFORCE PUBLIC HEALTH	427
RESO 261-23 RATIFY COLLECTIVE BARGAINING AGREEMENT FOR TCLEA	430
RESO 262-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. B OF 2023	436
RESO 26-23 APPROPRIATION OF FUNDS, BUDGET MODIFICATION 2022 MENTAL HYGIENE	30
RESO 263-23 URGING GOVERNOR TO VETO A.04282B/S.3505B MOVE CERTAIN LOCAL ELECTIONS TO EVEN-NUMBERED YEARS	436
RESO 264-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HAUPTFLEISCH)	439
RESO 265-23 AUTHORIZE SUBMISSION OF 2022-2023 PSAP OPERATIONS GRANT SHERIFF'S OFFICE	440
RESO 266-23 SEQRA CONSIDERATION NYS OPRHP 23-24 SNOWMOBILE TRAILS GRANT PROGRAM, PHASE II APPLICATION	440
RESO 267-23 AUTHORIZE LOCAL SPONSORSHIP FOR SNOWMOBILE CLUBS	441
RESO 268-23 MUNICIPAL ENDORSEMENT WHITNEY POINT RIDGE RIDERS SNOWMOBILE CLUB FOR NYS OPRHP 23-24 GRANT PROGRAM APPLICATION	442
RESO 269-23 APPROVE TECHNICAL ASSISTANCE PROVIDED TO TI-AHWAGA COMMUNITY PLAYERS	443
RESO 270-23 AWARD BID FOR CRUMTOWN RD. PAVEMENT OVERLAY	444
RESO 271-23 AWARD BID FOR HARFORD RD. PAVEMENT OVERLAY	445
RESO 272-23 AWARD BID FOR WEST CREEK RD. PAVEMENT OVERLAY	446
RESO 27-23 TRANSFER OF FUNDS 2022 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	31
RESO 273-23 AUTHORIZE CONTRACT WITH UHC RETIREE MEDICARE ADVANTAGE PLAN/MEDICARE PART D RX COVERAGE THROUGH BCPA	447
RESO 274-23 AUTHORIZE CONTRACT WITH BERKSHIRE FARMS SOCIAL SERVICES	448

CATEGORY <u>RESOLUTION</u>	PAGE
RESO 275-23 AUTHORIZE CONTRACT WITH LIBERTY RESOURCES SOCIAL SERVICES	448
RESO 276-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TOMPKINS/TIOGA COUNTIES SOCIAL SERVICES	449
RESO 277-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TOMPKINS/TIOGA COUNTIES SOCIAL SERVICES	450
RESO 278-23 AUTHORIZE CONTRACT WITH TIOGA OPPORTUNITIES, INC. SOCIAL SERVICES	450
RESO 279-23 AUTHORIZE CONTRACT WITH AXON ENTERPRISES FOR BODY WORN CAMERAS SHERIFF'S OFFICE	451
RESO 280-23 AUTHORIZE SALE & TRANSFER PROPERTIES FROM TIOGA COUNTY TO TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION	452
RESO 281-23 AUTHORIZE SALE OF COUNTY OWNED PROPERTIES ACQUIRED FOR DELINQUENT TAXES	453
RESO 282-23 AUTHORIZE PURCHASES OUTSIDE COUNTY POLICIES STRENGTHEN PH INFRASTRUCTURE & WORKFORCE	455
RESO 28-23 MODIFY 2023 BUDGET AND APPROPRIATION OF FUNDS OFFICE OF EMERGENCY SERVICES	32
RESO 283-23 REQUESTING VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	456
RESO 284-23 UPDATE PUBLIC HEALTH CHART OF ACCOUNTS	457
RESO 285-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION FOR ED&P	458
RESO 286-23 TRANSFER FUNDS TO PURCHASE CONFERENCE ROOM CHAIRS FOR ITCS CONFERENCE ROOM	459
RESO 287-23 TRANSFER FUNDS PURCHASE BACKUP & OFFSITE COLD STORAGE SOLUTIONS ITCS	460
RESO 288-23 TRANSFER FUNDS PURCHASE UPGRADED SECURITY CAMERAS FOR HHS BUILDING LOCATIONS	461
RESO 289-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES UPGRADE ACCESS CONTROL & CAMERAS	462
RESO 290-23 TRANSFER FUNDS TO PURCHASE IPADS FOR CORONERS	464
RESO 291-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	465
RESO 292-23 APPROPRIATE ADDITIONAL FUNDS PUBLIC WORKS	466
RESO 29-23 ACCEPT FEMA GRANT AND APPROPRIATION OF FUNDS HAZARD MITIGATION PLAN GRANT (HMP23) MODIFY BUDGET	33
RESO 293-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	466
RESO 294-23 APPROVE ALTERNATIVES TO INCARCERATION 2023-2024 SERVICE PLAN	467

CATEGORY <u>RESOLUTION</u>	PAGE
RESO 295-23 ADOPT DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM	468
RESO 296-23 AMEND RESO NO. 193-18 AS AMENDED BY RESO NO. 45-23 AS AMENDED BY RESO 255-23 ADOPTION OF TIOGA COUNTY TITLE VI PLAN	480
RESO 297-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION H. PURCHASE OF FOOD, BEVERAGES, SUPPLIES	482
RESO 298-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY RESPIRATORY PROTECTION PROGRAM FOR VOLUNTARY USE OF RESPIRATOR	485
RESO 299-23 STANDARD WORKDAY AND REPORTING RESOLUTION (LANOUETTE)	492
RESO 300-23 AUTHORIZE APPOINTMENT OF CAPTAIN-OPERATIONS OFFICER (YEAGER) SHERIFF'S OFFICE	493
RESO 301-23 AMEND RESO NO. 299-23 STANDARD WORKDAY AND REPORTING RESOLUTION (LANOUETTE)	498
RESO 302-23 RECOGNIZE ANITA T. TEED'S 34 YEARS OF DEDICATED SERVICE DEPT. OF SOCIAL SERVICES	500
RESO 30-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	34
RESO 303-23 ADOPT LOCAL LAW NO. 2 OF 2023	503
RESO 304-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. C OF 2023	519
RESO 305-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. D OF 2023	524
RESO 306-23 AMEND RESO NO. 231-15 EXTEND IMPOSITION ADDITIONAL 1 PERCENT RATE OF SALES & COMPENSATING USE TAX FOR 2 YEARS	525
RESO 307-23 APPOINT MEMBER TO TIOGA CO LOCAL DEVELOPMENT CORPORATION (HARRIS)	527
RESO 308-23 APPOINT MEMBER TO TIOGA COUNTY PLANNING BOARD (BUDNEY)	527
RESO 309-23 APPROVE TECHNICAL ASSISTANCE PROVIDED BY ED&P STAFF	528
RESO 310-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY	529
RESO 311-23 EXECUTE LEASE EXTENSION WITH MCP ENTERPRISES, INC. FOR CHILD ADVOCACY CENTER	530
RESO 312-23 EXECUTE LEASE & EASEMENT S. APALACHIN RD. COMMUNICATIONS TOWER	531
RESO 31-23 APPROVE CHANGE ORDER FOR HVAC PROJECT AT COUNTY OFFICE BUILDING	36
RESO 313-23 EXECUTE LEASE & EASEMENT AGREEMENT 54 DODGE RD., SPENCER COMMUNICATIONS TOWER	532

CATEGORY RESOLUTION	PAGE
RESO 314-23 EXECUTE LEASE & EASEMENT AGREEMENT 246 DAVIS RD., RICHFORD COMMUNICATIONS TOWER	533
RESO 315-23 EXECUTE LEASE & EASEMENT AGREEMENT 110 C BABCOCK RD., NICHOLS COMMUNICATIONS TOWER	534
RESO 316-23 AWARD BRIDGE PREVENTATIVE MAINTENANCE PHASE IX, PIN 9754.58 CONSTRUCTION CONTRACT	536
RESO 317-23 AWARD BID FOR HHS PARKING LOT PAVEMENT OVERLAY	537
RESO 318-23 AWARD BID FOR WILLSEYVILLE ROAD PAVEMENT OVERLAY	537
RESO 319-23 AWARD BID FOR TANDEM TRUCK	538
RESO 320-23 AUTHORIZE TANDEM TRUCK DOWN PAYMENT	539
RESO 321-23 AUTHORIZE CAPITAL PROJECT ARPA CAPITAL APPROPRIATION REQUEST	540
RESO 322-23 ACKNOWLEDGE & APPROVE NAME CHANGE NYS CDBG RACKER NONPROFIT HUB GRANT & MODIFY ED&P BUDGET	541
RESO 32-23 ACCEPT REIMBURSEMENT FROM ABSENTEE BALLOT PRE-PAID POSTAGE GRANT & AMEND 2022 BUDGET	36
RESO 3-23 DESIGNATE OFFICIAL NEWSPAPERS	5
RESO 323-23 AUTHORIZE, ACKNOWLEDGE & ACCEPT RESTORE NY GRANT FUNDS NAME CHANGE FUDDY DUDDY'S PROJECT & MODIFY BUDGET	542
RESO 324-23 AUTHORIZE & APPROVE ACCEPTANCE RESTORE NY GRANT FUNDS TIOGA TRAILS PROJECT & MODIFY BUDGET	544
RESO 325-23 AUTHORIZE GRANT APPLICATION, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE 2023 BUDGET	545
RESO 326-23 AUTHORIZE GRANT RENEWAL, APPROPRIATION OF FUNDS & AMEND MENTAL HYGIENE BUDGET	546
RESO 327-23 APPORTIONING FORFEITURE OF CRIME PROCEEDS DRUG ENFORCEMENT ACTIVITIES	547
RESO 328-23 APPORTIONING FORFEITURE OF CRIME PROCEEDS DRUG ENFORCEMENT ACTIVITIES	549
RESO 329-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE VIDEO CONFERENCE CAMERA	550
RESO 330-23 TRANSFER FUNDS, 2023 BUDGET MODIFICATION, PURCHASE OF EQUIPMENT COUNTY CLERK	551
RESO 331-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCK STATION FOR ED&P	552
RESO 332-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIR FOR DISTRICT ATTORNEY'S OFFICE	553
RESO 33-23 AUTHORIZE MULTI-YEAR PREPAYMENT OF SUBSCRIPTION TO ACHIEVE SAVINGS	37

CATEGORY <u>RESOLUTION</u>	PAGE
RESO 333-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO PURCHASE SOPHOS FIREWALL APPLIANCES	554
RESO 334-23 AMEND 2023 BUDGET SOCIAL SERVICES	555
RESO 335-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	556
RESO 336-23 MODIFY 2023 BUDGET & APPROPRIATE FUNDS OFFICE OF EMERGENCY SERVICES	557
RESO 337-23 AMEND RESO 288-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES ACCESS CONTROL HHS BLDG.	558
RESO 338-23 SEEKING LEGISLATIVE APPROVAL TO EXCEED TIOGA COUNTY FOOD & BEVERAGE PURCHASE GUIDELINES	559
RESO 339-23 REQUESTING TC VETERANS' AGENCY TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	560
RESO 340-23 RECLASSIFY AND FILL VACANT POSITION SOCIAL SERVICES	561
RESO 341-23 RECLASSIFY & FILL VACANT POSITION PUBLIC HEALTH	562
RESO 342-23 CREATE & FILL PERMANENT, 3 FT SR CSW POSITIONS & 1 FT CSW POSITION MENTAL HYGIENE	563
RESO 34-23 TRANSFER FUNDS TO FUND & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN INFORMATION TECHNOLOGY	38
RESO 343-23 CREATE & FILL SEASONAL SOCIAL WELFARE EXAMINER POSITIONS & OFFICE SPECIALIST I POSITIONS HEAP PROGRAM DSS	564
RESO 344-23 RATIFY COLLECTIVE BARGAINING AGREEMENT (TCCA/NCEU)	565
RESO 345-23 ACCEPT AUCTION BIDS FOR COUNTY OWNED PROPERTIES ACQUIRED FOR TAXES, AUTHORIZE EXECUTION OF DEEDS	566
RESO 346-23 AWARD DESIGN SERVICES HUNT ENGINEERS WAVERLY ANNEX PROJECT & APPROPRIATE FUNDS	569
RESO 347-23 MODIFY 2023 BUDGET & APPROPRIATION OF FUNDS SAFETY OFFICE	570
RESO 348-23 RECOGNIZING TERI ROSENBERGER'S 22 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	577
RESO 349-23 ADOPT LOCAL LAW NO. 3 OF 2023	588
RESO 350-23 ADOPT LOCAL LAW NO. 4 OF 2023	600
RESO 351-23 ESTABLISH EQUALIZATION RATES	605
RESO 352-23 APPOINT MEMBER TO TIOGA COUNTY PLANNING BOARD (DAVIS)	606
RESO 35-23 AUTHORIZE CREATION AND FILLING OF TEMPORARY POSITION (GIS TECHNICIAN)	39
RESO 353-23 DESIGNATION OF TCLDC DBA TIOGA COUNTY TOURISM AS AUTHORIZED TOURISM PROMOTIONAL AGENCY 2024	607

CATEGORY RESOLUTION	PAGE
RESO 354-23 APPROVE TECHNICAL ASSISTANCE PROVIDED BY ED&P STAFF	608
RESO 355-23 AUTHORIZE CONTRACT WITH A NEW HOPE CENTER SOCIAL SERVICES	609
RESO 356-23 AUTHORIZE & FUND SAAS AGREEMENT WITH TYLER TECHNOLOGIES WITH APPROPRIATION FROM CAPITAL SOFTWARE RESERVE	610
RESO 357-23 AWARD DESIGN SERVICES TO MCFARLAND JOHNSON FOR BIN 3335020	612
RESO 358-23 AMEND 2023 BUDGET PUBLIC WORKS	612
RESO 359-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR 3/4 TON PICKUP PUBLIC WORKS	613
RESO 360-23 AMEND 2023 BUDGET SOCIAL SERVICES	614
RESO 361-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	615
RESO 362-23 APPROPRIATION OF FUNDS AND AMEND 2023 BUDGET SOCIAL SERVICES	616
RESO 36-23 CREATE AND FILL TEMPORARY, PART-TIME PARALEGAL (SEASONAL) POSITION DISTRICT ATTORNEY OFFICE	40
RESO 363-23 TRANSFER OF FUNDS, BUDGET MODIFICATION DISTRICT ATTORNEY	617
RESO 364-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	618
RESO 365-23 REQUEST TIOGA COUNTY VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	619
RESO 366-23 AMEND RESO NOS. 193-18, 45-23, 255-23, 296-23 ADOPT TIOGA COUNTY TITLE VI PLAN	620
RESO 367-23 AUTHORIZE OUT-OF-TITLE PAY (CHANDLER/PALANZA) DEPARTMENT OF MOTOR VEHICLES	627
RESO 368-23 UNFUND AND CREATE POSITION MENTAL HYGIENE	629
RESO 369-23 AUTHORIZE APPOINTMENT OF DEPUTY COMMISSIONER OF SOCIAL SERVICES; GRANT LEAVE OF ABSENCE DSS (MYERS)	630
RESO 370-23 CREATE (1) FT CLEANING SUPERVISOR POSITION & (7) CLEANER I POSITIONS PUBLIC WORKS	631
RESO 371-23 AMEND EMPLOYEE HANDBOOK: SECTION II. ETHICS RULES; ADD NEW WHISTLEBLOWER POLICY	632
RESO 372-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION K. EEO/AFFIRMATIVE ACTION/ADA POLICY	636
RESO 37-23 AMEND RESO NO. 286-22; CREATE & FILL SEASONAL OFFICE SPECIALIST I POSITIONS FOR HEAP PROGRAM DSS	41
RESO 373-23 RECOGNITION OF STEPHANIE CARRIGG'S 35 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	639

CATEGORY RESOLUTION	PAGE
RESO 374-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. E OF 2023	652
RESO 375-23 SET PUBLIC HEARING 2024 BUDGET	652
RESO 376-23 SUPPORT SENATE BILL S.7645 REPEAL CERTAIN PROVISIONS OF EXECUTIVE LAW ESTABLISHING FEE BACKGROUND CHECK FIREARMS	653
RESO 377-23 RECOMMEND MEMBER TO SUSQUEHANNA HERITAGE AREA COMMISSION (JARDINE)	655
RESO 378-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	656
RESO 379-23 FILING OF APPLICATION FOR DEC MUNICIPAL WASTE REDUCTION & RECYCLING (MWRR) SOLID WASTE	657
RESO 380-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% FEDERAL AID & STATE AID MARCHISELLI ELIGIBLE COSTS TRANSPORTATION	658
RESO 381-23 AUTHORIZE IMPLEMENTATION & FUND COSTS OF TRANSPORTATION PROJECT FED AID & STATE AID OR REIMB BRIDGE NY FUNDS	659
RESO 382-23 APPROVE CHANGE ORDER BRIDGE PREVENTATIVE MAINTENANCE PHASE IX PIN 9754.58 PROJECT	661
RESO 38-23 AMEND RESOLUTION NO. 277-06; APPOINT ADA COORDINATOR (HUMES)	42
RESO 383-23 AMEND RESO NO. 246-23 & 247-23 EXTENSION OF GRANT TERMS BOARD OF ELECTIONS	662
RESO 384-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO PURSUE NY CARES UP GRANT	663
RESO 385-23 AUTHORIZE SUBMISSION OF STATEWIDE INTEROPERABLE COMMUNICATIONS TARGETED GRANT APPLICATION (SICG23)	664
RESO 386-23 AUTHORIZE SUBMISSION OF 2023-2024 NYS STOP DWI HIGH VISIBILITY ENGAGEMENT CAMPAIGN APPLICATION	665
RESO 387-23 AUTHORIZE GRANT RENEWAL, APPROPRIATE FUNDS & AMEND 2023 BUDGET MENTAL HYGIENE	665
RESO 388-23 AWARD 2023 EMERGENCY MANAGEMENT PLANNING GRANT (EMP23) EMERGENCY SERVICES	667
RESO 389-23 APPROVE STSJP CONTRACT SFY2023-2024 PROBATION LEAD AGENCY FOR APPLICATION FOR FUNDING	667
RESO 390-23 AUTHORIZE 2023-2024 CONTRACTS WITH SADD SCHOOL ASSOCIATES STOP DWI	668
RESO 391-23 APPROVE 2024 STOP DWI PLAN	669
RESO 392-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS PUBLIC DEFENDER	670
RESO 39-23 APPOINT TITLE VI COORDINATOR (PARKE)	43
RESO 393-23 APPROPRIATION OF FUNDS 2023 HOMELAND SECURITY GRANT, MODIFY 2023 BUDGET OFFICE OF EMERGENCY SERVICES & SHERIFF	671

CATEGORY RESOLUTION	PAGE
RESO 394-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	672
RESO 395-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	673
RESO 396-23 APPROPRIATION OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	674
RESO 397-23 TRANSFER OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	675
RESO 398-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	676
RESO 399-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	677
RESO 400-23 AMEND 2023 BUDGET SOCIAL SERVICES	678
RESO 401-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	679
RESO 402-23 AMEND 2023 BUDGET AND TRANSFER FUNDS PUBLIC WORKS	680
RESO 40-23 ABOLISH TWO PT PARALEGAL POSITIONS & CREATE ONE FT OFFICE SPECIALIST III PUBLIC DEFENDER'S OFFICE	44
RESO 403-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS CLEANING EQUIPMENT PUBLIC WORKS	681
RESO 404-23 AMEND 2023 BUDGET CONTINGENCY TRANSFER REQUEST MEDICAL EXAMINERS & CORONERS	682
RESO 405-23 AMEND RESO NO. 370-23 CREATE (1) FT CLEANING SUPERVISOR & (7) FT CLEANER I POSITIONS	683
RESO 406-23 UNFUND (1) FT VACANT CLINICAL SOCIAL WORKER & CREATE (1) FT MH COMPLIANCE OFFICER MH	684
RESO 407-23 STANDARD WORKDAY & REPORTING RESOLUTION (HAMMOND, RODEN, & SOLOMON)	685
RESO 408-23 APPOINT PARALEGAL LAW DEPARTMENT (RIDDLE)	686
RESO 409-23 AUTHORIZATION TO UPDATE & RENEW EXISTING ENTERPRISE AGREEMENT WITH MICROSOFT, INC.	690
RESO 410-23 AUTHORIZE CONTRACT WITH EXCELLUS BCBS TO ADMINISTER HEALTH INSURANCE BENEFITS	691
RESO 411-23 AMEND RESO NO. 133-23; CREATE & FILL TWO (2) HIGHWAY WORKER (SEASONAL) POSITIONS DPW	692
RESO 412-23 ADOPT LOCAL LAW NO. 5 OF 2023	698
RESO 41-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR CASE SUPERVISOR GRADE B (CORBIN)	45
RESO 413-23 MORTGAGE TAX DISTRIBUTION	707
RESO 414-23 ADOPT STATE EQUALIZATION RATES	708
RESO 415-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (POWERS)	709

CATEGORY RESOLUTION	PAGE
RESO 416-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (SCANLON)	709
RESO 417-23 REAPPOINT MEMBER TO BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (SHELP)	710
RESO 418-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (BLOODNICK)	711
RESO 419-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (LAWTON)	711
RESO 420-23 REAPPOINT MEMBER TO TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (WHITTEMORE)	712
RESO 421-23 REAPPOINT MEMBER TO TIOGA COUNTY BOARD OF HEALTH (NYTCH)	713
RESO 422-23 ENTER INTO CONTRACT WITH EVOLUTION CONSULTING, LLC. FOR CDL DRUG & ALCOHOL TESTING	713
RESO 42-23 APPOINT ADMINISTRATIVE CORONER (BENNETT)	45
RESO 4-23 DESIGNATION OF NEWSPAPER FOR REPUBLICAN PARTY	5
RESO 423-23 ENTER INTO CONTRACT WITH CATAMOUNT CONSULTING FOR AUDIOGRAMS	715
RESO 424-23 AUTHORIZE CONTRACT BETWEEN RIVERSIDE FORENSIC PATHOLOGY, LLC. AND TIOGA COUNTY	716
RESO 425-23 AUTHORIZE CONTRACT WITH FAIRVIEW RECOVERY SERVICES FOR CONTRACTING MH CONTRACTED STAFFING	717
RESO 426-23 AUTHORIZE CONTRACT WITH TOMPKINS-SENECA-TIOGA BOCES TO ADMINISTER PREVENTION SERVICES	717
RESO 427-23 AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES TO ADMINISTER ONGOING INTEGRATED SUPPORTED EMPLOYMENT	718
RESO 428-23 AUTHORIZE CONTRACT WITH ASPIREHOPENY TO ADMINISTER PARENT SUPPORT SERVICES	719
RESO 429-23 AUTHORIZE CONTRACT WITH TRINITY TO ADMINISTER PREVENTION & JAIL SERVICES	720
RESO 430-23 AUTHORIZE CONTRACT WITH REHABILITATION SUPPORT SERVICES TO ADMINISTER PSYCHOSOCIAL CLUB, ETC.	721
RESO 431-23 AUTHORIZE CONTRACT WITH LIFETIME BENEFIT SOLUTIONS, INC. TO ADMINISTER FLEX SPENDING & HRA PROGRAMS	722
RESO 432-23 AUTHORIZE CONTRACT BETWEEN NYS OFFICE OF INDIGENT LEGAL SERVICES & TIOGA COUNTY	723
RESO 43-23 AUTHORIZE INTERIM APPOINTMENT AND SALARY INCREASE PUBLIC HEALTH (VROMAN)	46
RESO 433-23 APPROVE CONTRACT BETWEEN TIOGA COUNTY PROBATION & FAMILY & CHILDREN'S COUNSELING SERVICES	724

CATEGORY <u>RESOLUTION</u>	PAGE
RESO 434-23 CONTRACT WITH NATIONAL TEST SYSTEMS FOR INSTANT URINE TESTS & LAB TESTING	725
RESO 435-23 AMEND THE CONTRACT BETWEEN TIOGA CO. PROBATION DEPARTMENT & BUDDI US, LLC	726
RESO 436-23 AUTHORIZE CONTRACT WITH DELTA DENTAL TO ADMINISTER DENTAL BENEFITS	727
RESO 437-23 AMEND RESO NO. 390-23 AUTHORIZE 2023-2024 CONTRACTS WITH SADD SCHOOL ASSOCIATES STOP DWI	728
RESO 438-23 APPROVE & ENTER INTO MOU WITH IPPC TECHNOLOGIES FOR SEX OFFENDER MONITORING	729
RESO 439-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY SOIL & WATER CONSERVATION DISTRICT	730
RESO 440-23 AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON MOU WITH TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY	731
RESO 441-23 AUTHORIZE LEASE FOR EMPIRE ACCESS	732
RESO 442-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT	732
RESO 44-23 2023 STAFF CHANGES LAW DEPARTMENT (LANOUCETTE)	47
RESO 443-23 AUTHORIZE APPLICATION TO NYS OFFICE OF MH COMMUNITY MH LOAN REPAYMENT PROGRAM	733
RESO 444-23 AMEND RESO NO 291-19; AUTHORIZE AMENDED AGREEMENT WITH MOTOROLA CHANGE ORDER #4 EMERGENCY SERVICES	734
RESO 445-23 APPLY FOR INDIGENT LEGAL SERVICES GRANT	735
RESO 446-23 AUTHORIZE ACCEPTANCE OF 2024 PTS GRANT, APPROPRIATE FUNDS, & MODIFY 2023 BUDGET SHERIFF'S OFFICE	736
RESO 447-23 AUTHORIZE ACCEPTANCE OF NYS 2023 PSAP OPERATIONS GRANT & MODIFY 2023 BUDGET	737
RESO 448-23 REQUEST TIOGA COUNTY OFFICE OF EMERGENCY SERVICES BE ALLOWED TO EXCEED FOOD & BEVERAGE GUIDELINES	738
RESO 449-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	739
RESO 450-23 AUTHORIZE IMPLEMENTATION & FUNDING FIRST INSTANCE 100% OF FEDERAL AID & STATE MARCHISELLI PROGRAM-AID COSTS TRANSPORTATION	740
RESO 451-23 ARPA FUNDING FOR CATHOLIC CHARITIES VETERANS/MENS TRANSITIONAL HOUSING PROJECT	741
RESO 452-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO FUND ACCESS CONTROL SYSTEM UPGRADE PROBATION DEPARTMENT	743
RESO 45-23 AMEND RESOLUTION 193-18; ADOPTION OF TIOGA COUNTY TITLE VI PLAN	48
RESO 453-23 TRANSFER FUNDS & PURCHASE CAMERA HARDWARE	744

CATEGORY RESOLUTION	PAGE
RESO 454-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIRS TREASURER'S OFFICE	745
RESO 455-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	746
RESO 456-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	747
RESO 457-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	748
RESO 458-23 BUDGET MODIFICATION 2023 & TRANSFER FUNDS PUBLIC WORKS	749
RESO 459-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS SAFETY OFFICE	750
RESO 460-23 AMEND BUDGET & TRANSFER FUNDS CLEANING STAFF PUBLIC WORKS	750
RESO 461-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	751
RESO 462-23 AMEND BUDGET & TRANSFER OF FUNDS TREASURER'S OFFICE	752
RESO 46-23 AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XII. SECTION 3 PLAN FOR TIOGA COUNTY	50
RESO 463-23 AMEND BUDGET & TRANSFER OF FUNDS PUBLIC HEALTH	753
RESO 464-23 AMEND 2023 BUDGET & TRANSFER FUNDS PUBLIC HEALTH	754
RESO 465-23 AMEND BUDGET & APPROPRIATE FUNDS PUBLIC HEALTH	755
RESO 466-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	756
RESO 467-23 UPDATE CHART OF ACCOUNTS & AMEND 2023 BUDGETS FOR TREASURER'S OFFICE & BUDGET OFFICE	757
RESO 468-23 AUTHORIZE APPOINTMENT OF MH COMPLIANCE OFFICER (DEYO-CRUZ) MENTAL HYGIENE	758
RESO 469-23 AUTHORIZE APPOINTMENT OF PUBLIC DEFENDER (CLINE)	759
RESO 470-23 APPOINTMENT OF REPUBLICAN ELECTION COMMISSIONER (JOHNSON) BOARD OF ELECTIONS	759
RESO 471-23 APPOINTMENT OF ELECTION WORKER PART-TIME (ROSENBERGER)	760
RESO 472-23 AUTHORIZE POSITION RECLASSIFICATION (SMITH) PUBLIC WORKS	761
RESO 47-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION T. TIOGA CO. REMOTE WORK POLICY PILOT-PROGRAM	67
RESO 473-23 RECLASSIFY & FILL UNFUNDED VACANT POSITIONS & ABOLISH POSITIONS SHERIFF OFFICE	762
RESO 474-23 UNFUND (1) FT CONFIDENTIAL ASSISTANT, CREATE, FILL & APPOINT (1) FT ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES (DAVIS)	763

CATEGORY RESOLUTION	PAGE
RESO 475-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION J. M/C BENEFITS	764
RESO 476-23 AMEND EMPLOYEE HANDBOOK: SECT IV PERSONNEL RULES; SUBSECTION J. M/C BENEFITS, LEAVE ACCRUALS	766
RESO 477-23 AMEND EMPLOYEE HANDBOOK: SECT IX. SAFETY RULES, SUBSECTION I. TIOGA CO CDL DRUG & ALCOHOL	770
RESO 478-23 RECOGNITION OF GEORGE C. AWAD, JR. 38 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	787
RESO 479-23 FIX TIME OF ORGANIZATIONAL MEETING	789
RESO 480-23 APPOINT DIRECTORS SOIL & WATER CONSERVATION DISTRICT (BROWN, MONELL, SELNEKOVIC)	790
RESO 481-23 APPOINT MEMBER TO THE BROOME-TIOGA WORKFORCE DEVELOPMENT BOARD (WOODBURN)	791
RESO 482-23 APPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (MARZEN)	791
RESO 48-23 AMEND EMPLOYEE HANDBOOK: SECTION VIII: COMPREHENSIVE INFORMATION SECURITY POLICY	77
RESO 483-23 APPOINT MEMBER TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD (WHITMORE)	792
RESO 484-23 APPOINT NEW YOUTH BOARD MEMBER YOUTH BUREAU (HERBERT)	793
RESO 485-23 APPOINT & EXTEND YOUTH BOARD MEMBER TERMS (LANNING, MCCANN, WHIPPLE, ROYS, SHUEY)	794
RESO 486-23 REAPPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (CACCIOLA)	795
RESO 487-23 REAPPOINT MEMBER TO THE TIOGA COUNTY PLANNING BOARD (ECKLEY)	795
RESO 488-23 REAPPOINT MICHAEL BARATTA TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD	796
RESO 489-23 REAPPOINT HANNAH MURRAY TO THE TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION BOARD	797
RESO 490-23 AUTHORIZE TIOGA COUNTY LEGISLATURE APPROVAL OF ISSUANCE OF REVENUE BONDS BY CENTRAL BRADFORD PROGRESS AUTHORITY	797
RESO 491-23 ADOPT COUNTY BUDGET FOR 2024, APPROPRIATIONS & SALARY SCHEDULE	802
RESO 492-23 YEAR END TRANSFERS	803
RESO 49-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL POLICY, MEAL ALLOWANCES & SECTION VII. P-CARD	103
RESO 493-23 AUTHORIZE TREASURER TO ENCUMBER FUNDS	803
RESO 494-23 AUTHORIZE THE RE-ESTABLISHMENT OF PRIOR YEAR 2023 GRANT FUNDS AND CAPITAL PROJECTS	804

CATEGORY <u>RESOLUTION</u>	PAGE
RESO 495-23 TOWN TAX LEVY	804
RESO 496-23 COUNTY TAX LEVY	807
RESO 497-23 EXECUTE LEASE OF PROPERTY LOCATED AT 171 MAIN ST., OWEGO TO HOUSE PUBLIC DEFENDER'S OFC	809
RESO 498-23 TRANSFER OF SURCHARGE FUNDS PURCHASE WORKSTATIONS/CARPET COMMUNICATIONS DIV. EMERGENCY SERVICES	810
RESO 499-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	811
RESO 500-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	812
RESO 501-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	813
RESO 502-23 AMEND 2023 BUDGET & TRANSFER CONTINGENCY FUNDS PUBLIC HEALTH	814
RESO 50-23 RECOGNIZING CLIFFORD LITTLE'S 22 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY SHERIFF'S OFFICE	107
RESO 503-23 REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	815
RESO 504-23 PRIVATE WASTE HAULER PERMIT FEE	816
RESO 505-23 AUTHORIZE RETAINER AGREEMENT FOR PERSONNEL SERVICES (ROEMER)	817
RESO 506-23 AUTHORIZE CONTRACT WITH A NEW HOPE CENTER SOCIAL SERVICES	817
RESO 507-23 AUTHORIZATION TO SIGN CONTRACT WITH STEUBEN COUNTY SOCIAL SERVICES	818
RESO 508-23 AUTHORIZE CONTRACT WITH FAMILY & CHILDREN'S SOCIETY OF BROOME CO., INC. SOCIAL SERVICES	819
RESO 509-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE SOCIAL SERVICES	820
RESO 510-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE SOCIAL SERVICES	821
RESO 511-23 AUTHORIZE CONTRACT WITH INDUSTRIAL MEDICINE ASSOCIATES SOCIAL SERVICES	821
RESO 512-23 AUTHORIZE CONTRACT WITH MULTIPLE FOSTER CARE AGENCIES SOCIAL SERVICES	822
RESO 51-23 APPOINT COUNTY LEGISLATOR KEITH FLESHER	109
RESO 513-23 AUTHORIZE CONTRACTS PUBLIC HEALTH	823
RESO 514-23 AUTHORIZE CONTRACT WITH PRACADEMIC PARTNERS FOR EXECUTIVE SEARCH SERVICES FOR COUNTY ADMINISTRATOR POSITION	825
RESO 515-23 AWARD CONTRACT CBH MEDICAL FOR JAIL MEDICAL & MH SERVICES SHERIFF'S OFFICE	826

CATEGORY RESOLUTION	PAGE
RESO 516-23 RESOLUTION TO RENEW CONSULTANT CONTRACT HAZARD MITIGATION PLAN COORDINATOR FOR 2024	827
RESO 517-23 RENEW ADMINISTRATIVE SERVICES AGREEMENT BETWEEN TIOGA COUNTY ED&P AND TCPDC FOR PERIOD OF 1/1/24-12/31/25	828
RESO 518-23 AUTHORIZATION TO APPLY FOR GRANT PUBLIC HEALTH	829
RESO 519-23 AUTHORIZE ACCEPTANCE OF 2023 SICG FORMULA GRANT, APPROPRIATE FUNDS, MODIFY 2023 BUDGET	830
RESO 520-23 REQUEST VETERANS' SERVICE AGENCY BE ALLOWED TO EXCEED FOOD & BEVERAGE PURCHASE GUIDELINES	831
RESO 521-23 AUTHORIZATION TO PURCHASE NINE (9) VOTING MACHINES	832
RESO 522-23 ESTABLISH RETIREE HEALTH INSURANCE CONTRIBUTIONS	833
RESO 52-23 APPOINT MEMBERS ALTERNATIVES TO INCARCERATION ADVISORY BOARD	110
RESO 5-23 DESIGNATION OF NEWSPAPER FOR DEMOCRATIC PARTY	6
RESO 523-23 AUTHORIZE 2024 SALARIES/WAGES (BOARD OF ELECTIONS)	833
RESO 524-23 AUTHORIZE CREATION OF ELECTION INSPECTOR SEASONAL POSITIONS BOARD OF ELECTIONS	834
RESO 525-23 APPOINTMENT OF REPUBLICAN DEPUTY COMMISSIONER OF ELECTIONS BOARD (HOOVER)	835
RESO 526-23 ABOLISH VACANT PT EMPLOYMENT CONTRACT SPECIALIST & CREATE PT CASEWORKER SOCIAL SERVICES	836
RESO 527-23 CREATE AND FILL A PT PARALEGAL POSITION IN TREASURER'S OFFICE (ASSIGNED COUNSEL)	837
RESO 528-23 APPOINT SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY LAW DEPT. (LUNDBERG)	838
RESO 529-23 AUTHORIZE APPOINTMENT OF PART-TIME ASSISTANT PUBLIC DEFENDER (AWAD)	839
RESO 530-23 RECLASSIFY VACANT POSITION PUBLIC DEFENDER	839
RESO 531-23 AUTHORIZE CIVIL MANAGER TITLE SALARY INCREASE SHERIFF'S OFFICE (LOMBARDONI)	840
RESO 532-23 AUTHORIZE SALARY REALLOCATION WITHIN CSEA SALARY SCHEDULE CIVIL LAW CLERK SHERIFF'S OFFICE	841
RESO 53-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (BIALY)	111
RESO 533-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION SHERIFF'S OFC (DEMUTH)	842
RESO 534-23 AUTHORIZING ONE-YEAR EXTENSION OF TIOGA CO REMOTE WORK POLICY-PILOT PROGRAM	843

CATEGORY RESOLUTION	PAGE
RESO 535-23 AMEND EMPLOYEE HANDBOOK: SECT IV. PERSONNEL RULES; M/C BENEFITS, LEAVE ACCRUALS, VACATION	844
RESO 536-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; M/C BENEFITS, HEALTH & DENTAL INSURANCE	848
RESO 537-23 AMEND EMPLOYEE HANDBOOK: SECTION VI. TRAVEL POLICY AND PROCEDURES	851
RESO 538-23 AMEND RESO NO. 344-22 AUTHORIZE TRANSFERENCE OF PRO-FLEX ADMINISTRATORS, LLC CONTRACT TO BRI PARENT, INC COBRA ADMIN	853
RESO 54-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (GILLULE)	111
RESO 55-23 RESOLUTION REAPPOINTING MEMBER TO COMMUNITY SERVICES BOARD (STANDINGER)	112
RESO 56-23 ADOPT LOCAL LAW NO. 1 OF 2023	113
RESO 57-23 SET PUBLIC HEARING FOR 2023 ANNUAL AGRICULTURAL DISTRICT INCLUSIONS	114
RESO 58-23 CALLING ON STATE OF NY TO CONTINUE PASS THROUGH FEDERAL AFFORDABLE CARE ACT EFMAP FUNDS	115
RESO 59-23 AUTHORIZING LEGISLATIVE CHAIR SIGNATURE ON FARMER BROWN SOLAR, LLC PILOT AGREEMENT	117
RESO 60-23 AUTHORIZING & APPROVING SETTLEMENT AGREEMENT TEVA CONCERN CLAIMS RELATE TO OPIOID CRISIS	118
RESO 61-23 AUTHORIZE LEGISLATIVE CHAIR TO EXECUTE DOCUMENTS TO DECLARE & DEDICATE PORTION OF BELVA LOCKWOOD LANE AS COUNTY ROAD	120
RESO 62-23 AUTHORIZE ED&P TO APPLY, ADMINISTER & PAY APPLICATION FEE FOR RESTORE NY GRANT 48-50 LAKE ST OWEGO, NY	121
RESO 6-23 SET SALARY OF CHAIR	6
RESO 63-23 AUTHORIZE SUBMISSION OF FISCAL YEAR 2023 BODY WORN CAMERA GRANT SHERIFF'S OFFICE	122
RESO 64-23 APPROVE SOLE SOURCE CONTRACT & MAINTENANCE AGREEMENT PROBATION & CATALIS COURTS & LAND RECORDS	123
RESO 65-23 AUTHORIZE CONTRACT WITH GLOVE HOUSE INC.	124
RESO 66-23 AUTHORIZE AGREEMENT WITH NYS INFO TECH SERVICES FOR ENDPOINT DETECTION & RESPONSE SOFTWARE	125
RESO 67-23 AUTHORIZE PARTICIPATION IN SOURCEWELL COOPERATIVE PURCHASING PROGRAM	126
RESO 68-23 AUTHORIZE PARTICIPATION IN PEPPM COOPERATIVE PURCHASING PROGRAM	127
RESO 69-23 ERRONEOUS ASSESSMENT TOWN OF OWEGO (GABLE)	128
RESO 70-23 ERRONEOUS ASSESSMENT TOWN OF OWEGO (SERGI)	129
RESO 71-23 ERRONEOUS ASSESSMENT TOWN OF RICHFORD (STATE OF NY)	130

CATEGORY RESOLUTION	PAGE
RESO 72-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE LAPTOP	131
RESO 7-23 FIX DATES AND TIMES OF TIOGA COUNTY LEGISLATIVE MEETINGS	7
RESO 73-23 RE-ESTABLISH PRIOR YEAR 2022 CAPITAL FOR 2023 BUDGET FOR FIRE/EMO	131
RESO 74-23 RE-ESTABLISH PRIOR YEAR 2022 PUBLIC WORKS FUNDS	132
RESO 75-23 RE-ESTABLISH PRIOR YEAR ARPA FUNDS AMEND 2023 BUDGET VETERANS' SERVICE AGENCY	133
RESO 76-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	134
RESO 77-23 APPROPRIATION OF FUNDS BUDGET MODIFICATION 2023 MENTAL HYGIENE	134
RESO 78-23 APPROPRIATION OF FUNDS & AMEND 2023 BUDGET SOCIAL SERVICES	136
RESO 79-23 APPROPRIATION OF FUNDS AUTHORIZE ACCEPTANCE OF 2022 NYS DCJS BODY WORN CAMERA GRANT SHERIFF'S OFFICE	137
RESO 80-23 AMEND BUDGET AND APPROPRIATE FUNDS MENTAL HYGIENE	138
RESO 81-23 AMEND BUDGET & APPROPRIATE FUNDS MENTAL HYGIENE	139
RESO 82-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR SWEEPER PUBLIC WORKS	140
RESO 8-23 ANNUAL REVIEW OF PROCUREMENT POLICY	7
RESO 83-23 TRANSFER OF FUNDS CAPITAL APPROPRIATIONS EMERGENCY SERVICES	141
RESO 84-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	142
RESO 85-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	142
RESO 86-23 AUTHORIZE TO CREATE & FILL SECRETARY TO 1ST ASSISTANT COUNTY ATTORNEY; TEMPORARILY INCREASE FT HEADCOUNT LAW DEPARTMENT	143
RESO 87-23 AUTHORIZE TO CREATE & FILL ONE, FULL-TIME HEO III POSITION PUBLIC WORKS	144
RESO 88-23 AMEND RESO 35-23; AUTHORIZE CREATE & FILL GIS MANAGER; TEMPORARILY INCREASE FT HEADCOUNT ITCS (GOODRICH)	145
RESO 89-23 AUTHORIZE SALARY ABOVE HIRING BASE CORRECTIONS OFFICER SHERIFF'S OFFICE (WILBUR)	147
RESO 90-23 RECLASSIFY VACANT POSITION MENTAL HYGIENE	148
RESO 91-23 AUTHORIZE TO FUND POSITION OF DIRECTOR OF ADMINISTRATIVE SERVICES SOCIAL SERVICES	149

<u>CATEGORY</u>	PAGE
<u>RESOLUTION</u>	
RESO 92-23 AMEND EMPLOYEE HANDBOOK: SECTION 1 RULES OF THE LEGISLATURE; ORDER OF BUSINESS, COMMITTEES & APPOINTMENTS	150
RESO 9-23 RECOGNITION RESOLUTION RECOGNIZING EDDIE J. HOLLENBECK POSTHUMOUSLY	9
RESO 93-23 AMEND EMPLOYEE HANDBOOK: SECTION III. FINANCIAL RULES; SUBSECTION A. BUDGET TRANSFERS	160
RESO 94-23 AMEND EMPLOYEE HANDBOOK: SECT IV. PERSONNEL RULES; SUBSECTION T. REMOTE WORK POLICY-PILOT PROGRAM	165
RESO 95-23 AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION V. LEAVE TIME	168
RESO 96-23 AMEND EMPLOYEE HANDBOOK: SECT IX. SAFETY RULES; SUBJECT J. WORKPLACE VIOLENCE PREVENTION & DISC. HARASSMENT	170
RESO 97-23 APPOINT MEMBER TIOGA COUNTY AGRICULTURAL & FARMLAND PROTECTION BOARD (ROBERTS)	175
RESO 98-23 AUTHORIZE APPOINTMENT OF SAFETY OFFICER (HOLBROOK)	176
RESO 99-23 RECOGNITION OF ANNE DAVIS' 34 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	183
 <u>RESTATE</u>	
RESO 217-23 RESOLUTION TO AMEND AND RESTATE THE DEFERRED COMPENSATION MODEL PLAN	370
 <u>RETAINER</u>	
RESO 505-23 AUTHORIZE RETAINER AGREEMENT FOR PERSONNEL SERVICES (ROEMER)	817
 <u>RETIREE</u>	
RESO 273-23 AUTHORIZE CONTRACT WITH UHC RETIREE MEDICARE ADVANTAGE PLAN/MEDICARE PART D RX COVERAGE THROUGH BCPA	447
RESO 522-23 ESTABLISH RETIREE HEALTH INSURANCE CONTRIBUTIONS	833
 <u>SALARY</u>	
RESO 135-23 AUTHORIZE SALARY ABOVE CSEA BASE DSS (PARK)	226
RESO 136-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION (SCEPANIAK)	226
RESO 248-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR PROBATION OFFICER I (BRIANA WARD) PROBATION DEPT	399
RESO 41-23 AUTHORIZE SALARY ABOVE CSEA BASE FOR CASE SUPERVISOR, GRADE B (CORBIN)	45
RESO 43-23 AUTHORIZE INTERIM APPOINTMENT AND SALARY INCREASE PUBLIC HEALTH (VROMAN)	46

CATEGORY	PAGE
-----------------	-------------

SALARY

RESO 523-23 AUTHORIZE 2024 SALARIES/WAGES (BOARD OF ELECTIONS)	833
RESO 531-23 AUTHORIZE CIVIL MANAGER TITLE SALARY INCREASE SHERIFF'S OFFICE (LOMBARDONI)	840
RESO 533-23 APPROVE SALARY ABOVE HIRING BASE DEPUTY SHERIFF POSITION SHERIFF'S OFC (DEMUTH)	842
RESO 6-23 SET SALARY OF CHAIR	6
RESO 89-23 AUTHORIZE SALARY ABOVE HIRING BASE CORRECTIONS OFFICER SHERIFF'S OFFICE (WILBUR)	147

SALARY SCHEDULE

RESO 491-23 ADOPT COUNTY BUDGET FOR 2024, APPROPRIATIONS & SALARY SCHEDULE	802
RESO 532-23 AUTHORIZE SALARY REALLOCATION WITHIN CSEA SALARY SCHEDULE CIVIL LAW CLERK SHERIFF'S OFFICE	841

SALE

RESO 280-23 AUTHORIZE SALE & TRANSFER PROPERTIES FROM TIOGA COUNTY TO TIOGA CO PROPERTY DEV CORP	452
RESO 281-23 AUTHORIZE SALE OF COUNTY OWNED PROPERTIES ACQUIRED FOR DELINQUENT TAXES	453

SALES TAX

RESO 181-23 HOME RULE REQUEST: SUPPORT SENATE/ASSEMBLY BILLS EXTEND CURRENT SALES & COMPENSATING USE TAXES	303
RESO 306-23 AMEND RESO 231-15 EXTEND IMPOSITION ADDITIONAL 1 PERCENT RATE OF SALES & COMPENSATING USE TAX FOR 2 YEARS	525

SCHEDULE

RESO 13-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. A OF 2023	19
RESO 262-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. B OF 2023	436
RESO 304-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. C OF 2023	519
RESO 305-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. D OF 2023	524
RESO 374-23 SCHEDULE PUBLIC HEARING LOCAL LAW INTRODUCTORY NO. E OF 2023	652

CATEGORY	PAGE
<u>SEASONAL</u>	
RESO 133-23 CREATE & FILL TWO (2) HIGHWAY WORKER SEASONAL POSITIONS PUBLIC WORKS	224
RESO 163-23 AMEND BUDGET & TRANSFER FUNDS HIGHWAY WORKER (SEASONAL) PUBLIC WORKS	269
RESO 168-23 CREATE & FILL ONE (1) HIGHWAY WORKER (SEASONAL) POSITION PUBLIC WORKS	273
RESO 175-23 CREATE & FILL TEMPORARY FT CLERK (SEASONAL) POSITION TREASURER'S OFFICE	280
RESO 343-23 CREATE & FILL SEASONAL SOCIAL WELFARE EXAMINER POSITIONS & CREATE OFFICE SPECIALIST I POSITIONS HEAP PROGRAM DSS	564
RESO 36-23 CREATE AND FILL TEMPORARY, PART-TIME PARALEGAL (SEASONAL) POSITION DISTRICT ATTORNEY OFFICE	40
RESO 524-23 AUTHORIZE CREATION OF ELECTION INSPECTOR SEASONAL POSITIONS BOARD OF ELECTIONS	834
<u>SECOND</u>	
SECOND REGULAR MEETING FEBRUARY 14, 2023	107
SECOND SPECIAL MEETING JUNE 22, 2023	430
<u>SECURITY</u>	
RESO 19-23 AUTHORIZE CONTRACT WITH SECURITAS SECURITY SERVICES FOR 56 MAIN STREET	23
<u>SELF-INSURANCE</u>	
RESO 203-23 TRANSFER FUNDS/FUND SELF-INSURANCE PLAN RESERVE	324
<u>SEQR</u>	
RESO 218-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF NICHOLS	372
RESO 219-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF RICHFORD	373
RESO 220-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF OWEGO	374
RESO 221-23 SEQR DETERMINATION FOR 911 TELECOMMUNICATIONS TOWER TOWN OF SPENCER	375
RESO 266-23 SEQRA CONSIDERATION NYS OPRHP 23-24 SNOWMOBILE TRAILS GRANT PROGRAM, PHASE II APPLICATION	440

CATEGORY	PAGE
<u>SERVICE</u>	
RESO 100-23 RECOGNIZE WILLIAM OSTRANDER'S 15 YEARS OF DEDICATED SERVICE TO ITCS	185
RESO 10-23 RECOGNIZING AARON GOWAN'S 30 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY IDA	11
RESO 11-23 RECOGNITION OF CHRISTINE FAY'S 19 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY AND MENTAL HYGIENE	12
RESO 12-23 RECOGNITION OF THE HONORABLE GERALD A. KEENE'S 41 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	13
RESO 213-23 RESO RECOGNIZING SHAWN NALEPA'S 26 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY SHERIFF'S OFFICE	366
RESO 302-23 RECOGNIZE ANITA T. TEED'S 34 YEARS OF DEDICATED SERVICE DEPT. OF SOCIAL SERVICES	500
RESO 348-23 RECOGNIZING TERI ROSENBERGER'S 22 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	577
RESO 373-23 RECOGNITION OF STEPHANIE CARRIGG'S 35 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	639
RESO 478-23 RECOGNITION OF GEORGE C. AWAD, JR. 38 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	787
RESO 50-23 RECOGNIZING CLIFFORD LITTLE'S 22 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY SHERIFF'S OFFICE	107
RESO 99-23 RECOGNITION OF ANNE DAVIS' 34 YEARS OF DEDICATED SERVICE TO TIOGA COUNTY	183
<u>SERVICE PLAN</u>	
RESO 294-23 APPROVE ALTERNATIVES TO INCARCERATION 2023-2024 SERVICE PLAN	467
<u>SERVICES</u>	
RESO 18-23 AUTHORIZE CONTRACT WITH TOMPKINS-SENECA-TIOGA BOCES TO ADMINISTER PREVENTION SERVICES	22
RESO 19-23 AUTHORIZE CONTRACT WITH SECURITAS SECURITY SERVICES FOR 56 MAIN STREET	23
RESO 235-23 AWARD DESIGN SERVICES TO DELTA ENGINEERS DAY HOLLOW RD. CULVERT	386
RESO 357-23 AWARD DESIGN SERVICES TO MCFARLAND JOHNSON FOR BIN 3335020	612
RESO 505-23 AUTHORIZE RETAINER AGREEMENT FOR PERSONNEL SERVICES (ROEMER)	817
RESO 515-23 AWARD CONTRACT CBH MEDICAL FOR JAIL MEDICAL & MH SERVICES SHERIFF'S OFFICE	826

CATEGORY	PAGE
<u>SET</u>	
RESO 375-23 SET PUBLIC HEARING 2024 BUDGET	652
RESO 57-23 SET PUBLIC HEARING FOR 2023 ANNUAL AGRICULTURAL DISTRICT INCLUSIONS	114
RESO 6-23 SET SALARY OF CHAIR	6
<u>SETTLEMENT</u>	
RESO 151-23 AUTHORIZATION TO JOIN & PARTICIPATE IN NEW NATIONAL OPIOID SETTLEMENT WITH CVS, WALGREENS, & WALMART	256
RESO 60-23 AUTHORIZING & APPROVING SETTLEMENT AGREEMENT TEVA CONCERN CLAIMS RELATE TO OPIOID CRISIS	118
<u>SEVENTH</u>	
SEVENTH REGULAR MEETING JULY 11, 2023	432
<u>SHARED SERVICES</u>	
RESO 22-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT	26
RESO 442-23 AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT	732
<u>SIXTH</u>	
SIXTH REGULAR MEETING JUNE 13, 2023	366
<u>SOFTWARE</u>	
RESO 66-23 AUTHORIZE AGREEMENT WITH NYS INFO TECH SERVICES FOR ENDPOINT DETECTION & RESPONSE SOFTWARE	125
<u>SOFTWARE RESERVE</u>	
RESO 356-23 AUTHORIZE & FUND SAAS AGREEMENT WITH TYLER TECHNOLOGIES WITH APPROPRIATION FROM CAPITAL SOFTWARE RESERVE	610
<u>SOLE SOURCE</u>	
RESO 241-23 APPROVE SOLE SOURCE PURCHASE TRAFFIC SIGN & DESIGN SYSTEM, AMEND 2023 BUDGET & TRANSFER FUNDS	392
RESO 64-23 APPROVE SOLE SOURCE CONTRACT & MAINTENANCE AGREEMENT PROBATION & CATALIS COURTS & LAND RECORDS	123
<u>SPECIAL</u>	
FIRST SPECIAL & ORGANIZATIONAL MEETING JANUARY 3, 2023	1
FOURTH SPECIAL MEETING OCTOBER 19, 2023	690
SECOND SPECIAL MEETING JUNE 22, 2023	430
THIRD SPECIAL MEETING JULY 20, 2023	498

CATEGORY	PAGE
<u>SPONSORSHIP</u>	
RESO 267-23 AUTHORIZE LOCAL SPONSORSHIP FOR SNOWMOBILE CLUBS	441
<u>STAFF CHANGES</u>	
RESO 44-23 2023 STAFF CHANGES LAW DEPARTMENT (LANOUETTE)	47
<u>STANDARD</u>	
RESO 176-23 STANDARD WORKDAY & REPORTING RESOLUTION (RIDDELL)	280
RESO 299-23 STANDARD WORKDAY AND REPORTING RESOLUTION (LANOUETTE)	492
RESO 301-23 AMEND RESO NO. 299-23 STANDARD WORKDAY AND REPORTING RESOLUTION (LANOUETTE)	498
RESO 407-23 STANDARD WORKDAY & REPORTING RESOLUTION (HAMMOND, RODEN, & SOLOMON)	685
<u>STRATEGIC PLAN</u>	
RESO 149-23 ACCEPTANCE OF APPALACHIAN REGIONAL COMMISSION GRANT APPLICATION FOR STRATEGIC PLAN & CREATE ACCOUNT	255
<u>SUBMISSION</u>	
RESO 147-23 AUTHORIZE SUBMISSION OF EMPG23 GRANT APPLICATION EMERGENCY SERVICES	253
RESO 148-23 AUTHORIZE SUBMISSION OF HOMELAND SECURITY GRANT APPLICATION EMERGENCY SERVICES	254
RESO 234-23 AUTHORIZE SUBMISSION OF STATEWIDE INTEROPERABLE COMMUNICATIONS FORMULA GRANT APPLICATION (SICG23) EMERGENCY SERVICES	385
RESO 265-23 AUTHORIZE SUBMISSION OF 2022-2023 PSAP OPERATIONS GRANT SHERIFF'S OFFICE	440
RESO 385-23 AUTHORIZE SUBMISSION OF STATEWIDE INTEROPERABLE COMMUNICATIONS TARGETED GRANT APPLICATION (SICG23)	664
RESO 386-23 AUTHORIZE SUBMISSION OF 2023-2024 NYS STOP DWI HIGH VISIBILITY ENGAGEMENT CAMPAIGN APPLICATION	665
RESO 63-23 AUTHORIZE SUBMISSION OF FISCAL YEAR 2023 BODY WORN CAMERA GRANT SHERIFF'S OFFICE	122
<u>SUBSCRIPTION</u>	
RESO 117-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS KNOWBE4 SECURITY AWARENESS TRAINING	208
RESO 118-23 AUTHORIZE MULTI-YR PREPAY SUBSCRIPTION TO ACHIEVE SAVINGS BARRACUDA MESSENGER ARCHIVER	209
RESO 33-23 AUTHORIZE MULTI-YEAR PREPAYMENT OF SUBSCRIPTION TO ACHIEVE SAVINGS	37

CATEGORY	PAGE
<u>SUPPORT</u>	
RESO 181-23 HOME RULE REQUEST: SUPPORT SENATE/ASSEMBLY BILLS EXTEND CURRENT SALES & COMPENSATING USE TAXES	303
RESO 376-23 SUPPORT SENATE BILL S.7645 REPEAL CERTAIN PROVISIONS OF EXECUTIVE LAW ESTABLISHING FEE BACKGROUND CHECK FIREARMS	653
<u>SURCHARGE</u>	
RESO 498-23 TRANSFER OF SURCHARGE FUNDS PURCHASE WORKSTATIONS/CARPET COMMUNICATIONS DIV. EMERGENCY SERVICES	810
<u>TAX</u>	
RESO 183-23 MORTGAGE TAX DISTRIBUTION	305
RESO 413-23 MORTGAGE TAX DISTRIBUTION	717
<u>TAX LEVY</u>	
RESO 495-23 TOWN TAX LEVY	804
RESO 496-23 COUNTY TAX LEVY	807
<u>TAXES</u>	
RESO 281-23 AUTHORIZE SALE OF COUNTY OWNED PROPERTIES ACQUIRED FOR DELINQUENT TAXES	453
RESO 345-23 ACCEPT AUCTION BIDS FOR COUNTY OWNED PROPERTIES ACQUIRED FOR TAXES, AUTHORIZE EXECUTION OF DEEDS	566
<u>TEMPORARY</u>	
RESO 175-23 CREATE & FILL TEMPORARY FT CLERK (SEASONAL) POSITION TREASURER'S OFFICE	280
RESO 35-23 AUTHORIZE CREATION AND FILLING OF TEMPORARY POSITION (GIS TECHNICIAN)	39
RESO 36-23 CREATE AND FILL TEMPORARY, PART-TIME PARALEGAL (SEASONAL) POSITION DISTRICT ATTORNEY OFFICE	40
<u>TENTH</u>	
TENTH REGULAR MEETING OCTOBER 10, 2023	639
<u>THIRD</u>	
THIRD REGULAR MEETING MARCH 14, 2023	178
THIRD SPECIAL MEETING JULY 20, 2023	498

CATEGORY	PAGE
<u>TRANSFER</u>	
RESO 123-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	213
RESO 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY 2023 BUDGET SAFETY OFFICE	214
RESO 125-23 AMEND 2022 BUDGET & TRANSFER FUNDS FOR EMPLOYMENT FUND	215
RESO 126-23 AUTHORIZE TRANSFER OF FUND, S PURCHASE OF LAPTOP & DOCKING STATION ED&P	216
RESO 127-23 TRANSFER FUNDS & PURCHASE SERVER HOST HARDWARE	218
RESO 128-23 AMEND 2022 CAPITAL BUDGET & TRANSFER FUNDS	219
RESO 129-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS HEAVY EQUIPMENT LIFTS PUBLIC WORKS	220
RESO 130-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS TANDEM TRUCK BOX UPGRADES PUBLIC WORKS	221
RESO 157-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS RECORDS MANAGEMENT	263
RESO 158-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	264
RESO 159-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	265
RESO 163-23 AMEND BUDGET & TRANSFER FUNDS HIGHWAY WORKER (SEASONAL) PUBLIC WORKS	269
RESO 164-23 AMEND 2023 CAPITAL BUDGET & TRANSFER FUNDS FOR MECHANIC TRUCK PUBLIC WORKS	270
RESO 167-23 AMEND RESO NO. 124-23 ESTABLISH NEW BUDGET LINE, REQUEST & TRANSFER RESERVE FUNDS & MODIFY BUDGET SAFETY OFFICE	273
RESO 190-23 AMEND RESO NO. 34-23 TRANSFER FUNDS & FILL VACANT NETWORK ADMINISTRATIVE POSITION WITHIN ITCS DEPT	312
RESO 191-23 TRANSFER FUNDS & AUTHORIZE AGREEMENT WITH VERTIV INC. REPLACE AC/DC CAPACITORS & FAN ON UPS UNIT	313
RESO 200-23 EST NEW BUDGET LINE, MODIFY REAL PROPERTY 2023 BUDGET & TRANSFER FUNDS FOR PURCHASE OF LAPTOP	321
RESO 201-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS LAW DEPARTMENT	322
RESO 202-23 TRANSFER FUNDS 2023 BUDGET SOLID WASTE	323
RESO 203-23 TRANSFER FUNDS/FUND SELF-INSURANCE PLAN RESERVE	324
RESO 239-23 AUTHORIZE TRANSFER FUNDS PURCHASE OF LAPTOPS & DOCKING STATIONS FOR ED&P	390
RESO 240-23 TRANSFER FUNDS 2023 BUDGET MODIFICATION PURCHASE OF EQUIPMENT COUNTY CLERK	391
RESO 241-23 APPROVE SOLE SOURCE PURCHASE TRAFFIC SIGN & DESIGN SYSTEM, AMEND 2023 BUDGET & TRANSFER FUNDS	392

CATEGORY	PAGE
<u>TRANSFER</u>	
RESO 242-23 TRANSFER FUNDS & PURCHASE SECURITY CAMERAS HHS BUILDING	393
RESO 27-23 TRANSFER OF FUNDS 2022 BUDGET MODIFICATION VETERANS 'SERVICE AGENCY	31
RESO 280-23 AUTHORIZE SALE & TRANSFER PROPERTIES FROM TIOGA COUNTY TO TIOGA COUNTY PROPERTY DEV CORP	452
RESO 285-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION FOR ED&P	458
RESO 286-23 TRANSFER FUNDS TO PURCHASE CONFERENCE ROOM CHAIRS FOR ITCS CONFERENCE ROOM	459
RESO 287-23 TRANSFER FUNDS PURCHASE BACKUP & OFFSITE COLD STORAGE SOLUTIONS ITCS	460
RESO 288-23 TRANSFER FUNDS PURCHASE UPGRADED SECURITY CAMERAS FOR HHS BUILDING LOCATIONS	461
RESO 289-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES UPGRADE ACCESS CONTROL & CAMERAS	462
RESO 290-23 TRANSFER FUNDS TO PURCHASE IPADS FOR CORONERS	464
RESO 329-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE VIDEO CONFERENCE CAMERA	550
RESO 330-23 TRANSFER FUNDS, 2023 BUDGET MODIFICATION, PURCHASE OF EQUIPMENT COUNTY CLERK	551
RESO 331-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCK STATION FOR ED&P	552
RESO 332-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIR FOR DISTRICT ATTORNEY'S OFFICE	553
RESO 333-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO PURCHASE SOPHOS FIREWALL APPLIANCES	554
RESO 337-23 AMEND RESO 288-23 TRANSFER FUNDS & AUTHORIZE PURCHASE HARDWARE & INSTALL SERVICES ACCESS CONTROL HHS BLDG.	558
RESO 34-23 TRANSFER FUNDS TO FUND & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN INFORMATION TECHNOLOGY	38
RESO 359-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR 3/4 TON PICKUP PUBLIC WORKS	613
RESO 363-23 TRANSFER OF FUNDS BUDGET MODIFICATION DISTRICT ATTORNEY	617
RESO 364-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	618
RESO 392-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS PUBLIC DEFENDER	670
RESO 397-23 TRANSFER OF FUNDS & BUDGET MODIFICATION 2023 MENTAL HYGIENE	675

CATEGORY	PAGE
<u>TRANSFER</u>	
RESO 401-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	679
RESO 402-23 AMEND 2023 BUDGET AND TRANSFER FUNDS PUBLIC WORKS	680
RESO 403-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS CLEANING EQUIPMENT PUBLIC WORKS	681
RESO 404-23 AMEND 2023 BUDGET CONTINGENCY TRANSFER REQUEST MEDICAL EXAMINERS & CORONERS	682
RESO 452-23 TRANSFER AUTHORIZED CAPITAL PROJECT ARPA FUNDS TO FUND ACCESS CONTROL SYSTEM UPGRADE PROBATION DEPARTMENT	743
RESO 453-23 TRANSFER FUNDS & PURCHASE CAMERAL HARDWARE	744
RESO 454-23 AUTHORIZE TRANSFER OF FUNDS FOR PURCHASE OF OFFICE CHAIRS TREASURER'S OFFICE	745
RESO 455-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	746
RESO 456-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	747
RESO 457-23 TRANSFER OF FUNDS BUDGET MODIFICATION MENTAL HYGIENE	748
RESO 458-23 BUDGET MODIFICATION 2023 & TRANSFER FUNDS PUBLIC WORKS	749
RESO 459-23 ESTABLISH NEW BUDGET LINE, MODIFY 2023 BUDGET & TRANSFER FUNDS SAFETY OFFICE	750
RESO 460-23 AMEND BUDGET & TRANSFER FUNDS CLEANING STAFF PUBLIC WORKS	750
RESO 461-23 AMEND 2023 BUDGET AND TRANSFER FUNDS SOLID WASTE	751
RESO 462-23 AMEND BUDGET & TRANSFER OF FUNDS TREASURER'S OFFICE	752
RESO 463-23 AMEND BUDGET & TRANSFER OF FUNDS PUBLIC HEALTH	753
RESO 464-23 AMEND 2023 BUDGET & TRANSFER FUNDS PUBLIC HEALTH	754
RESO 466-23 REQUEST & TRANSFER CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	756
RESO 492-23 YEAR END TRANSFERS	803
RESO 498-23 TRANSFER OF SURCHARGE FUNDS PURCHASE WORKSTATIONS/CARPET COMMUNICATIONS DIV. EMERGENCY SERVICES	810
RESO 499-23 AUTHORIZE TRANSFER OF FUNDS PURCHASE OF LAPTOP & DOCKING STATION ED&P	811
RESO 500-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	812
RESO 501-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION MENTAL HYGIENE	813
RESO 502-23 AMEND 2023 BUDGET & TRANSFER CONTINGENCY FUNDS PUBLIC HEALTH	814

CATEGORY	PAGE
<u>TRANSFER</u>	
RESO 503-23 REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2023 BUDGET ASSIGNED COUNSEL	815
RESO 538-23 AMEND RESO NO. 344-22 AUTHORIZE TRANSFERENCE OF PRO-FLEX ADMINISTRATORS CONTRACT TO BRI PARENT, INC COBRA ADMIN	853
RESO 72-23 ESTABLISH NEW BUDGET LINE, MODIFY PERSONNEL 2023 BUDGET & TRANSFER FUNDS PURCHASE LAPTOP	131
RESO 82-23 AMEND CAPITAL BUDGET & TRANSFER FUNDS FOR SWEEPER PUBLIC WORKS	140
RESO 83-23 TRANSFER OF FUNDS CAPITAL APPROPRIATIONS EMERGENCY SERVICES	141
RESO 84-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION COUNTY LIABILITY INSURANCE FUND	142
RESO 85-23 TRANSFER OF FUNDS 2023 BUDGET MODIFICATION VETERANS' SERVICE AGENCY	142
<u>TRIPS</u>	
RESO 1-23 TRIPS AUTHORIZED	3
<u>TWELFTH</u>	
TWELFTH REGULAR MEETING DECEMBER 12, 2023	787
<u>UNFUND</u>	
RESO 368-23 UNFUND AND CREATE POSITION MENTAL HYGIENE	629
RESO 406-23 UNFUND (1) FT VACANT CLINICAL SOCIAL WORKER & CREATE (1) FT MH COMPLIANCE OFFICER MH	684
RESO 473-23 RECLASSIFY & FILL UNFUNDED VACANT POSITIONS & ABOLISH POSITIONS SHERIFF'S OFFICE	762
RESO 474-23 UNFUND (1) FT CONFIDENTIAL ASSISTANT, CREATE, FILL & APPOINT (1) FT ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES (DAVIS)	763
<u>UPDATE</u>	
RESO 284-23 UPDATE PUBLIC HEALTH CHART OF ACCOUNTS	457
RESO 409-23 AUTHORIZE TO UPDATE & RENEW EXISTING ENTERPRISE AGREEMENT WITH MICROSOFT, INC.	690
<u>URGE</u>	
RESO 106-23 URGING GOVERNOR HOCHUL TO RECONSIDER BAN OF GAS STOVES & OTHER NEW FOSSIL FUEL HEAT EQUIPMENT	192
RESO 263-23 URGING GOVERNOR TO VETO A.04282B/S.3505B MOVE CERTAIN LOCAL ELECTIONS TO EVEN-NUMBERED YEARS	436

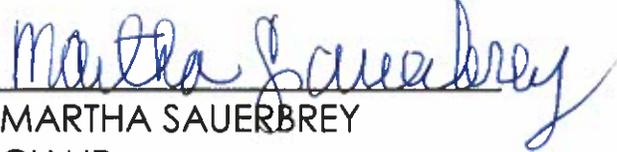
CATEGORY	PAGE
<u>VACANT</u>	
RESO 190-23 AMEND RESO NO. 34-23 TRANSFER FUNDS & FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN ITCS DEPARTMENT	312
RESO 473-23 RECLASSIFY & FILL UNFUNDED VACANT POSITIONS & ABOLISH POSITIONS SHERIFF OFFICE	762
RESO 526-23 ABOLISH VACANT PT EMPLOYMENT CONTRACT SPECIALIST & CREATE PT CASEWORKER SOCIAL SERVICES	836
RESO 530-23 RECLASSIFY VACANT POSITION PUBLIC DEFENDER	839
<u>VETO</u>	
RESO 263-23 URGING GOVERNOR TO VETO A.04282B/S.3505B MOVE CERTAIN LOCAL ELECTIONS TO EVEN-NUMBERED YEARS	436
<u>WORKDAY</u>	
RESO 176-23 STANDARD WORKDAY & REPORTING RESOLUTION (RIDDELL)	280
RESO 299-23 STANDARD WORKDAY AND REPORTING RESOLUTION (LANOUETTE)	492
RESO 301-23 AMEND RESO NO. 299-23 STANDARD WORKDAY AND REPORTING RESOLUTION (LANOUETTE)	498
RESO 407-23 STANDARD WORKDAY & REPORTING RESOLUTION (HAMMOND, RODEN, & SOLOMON)	685
<u>WORKERS COMP</u>	
RESO 187-23 AUTHORIZE CONTRACT EXTENSION WITH TRIAD GROUP FOR WORKERS' COMP ADMINISTRATION	309
<u>YEAR END</u>	
RESO 492-23 YEAR END TRANSFERS	803

CERTIFICATE OF CHAIR AND CLERK

STATE OF NEW YORK)
COUNTY OF TIOGA)

We, MARTHA SAUERBREY, Chair, and CATHY HASKELL, Clerk of the Tioga County Legislature, do hereby certify that this pamphlet and volume of the Proceedings of said Legislature, at its monthly and special sessions held in said County during the year 2023, is correct and is printed by authority and direction of said Legislature and pursuant to Section 211 of the County Law.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the Seal of said Legislature at Owego, County of Tioga, State of New York.


MARTHA SAUERBREY
CHAIR


CATHY HASKELL
CLERK

Dated: December 29, 2023