



## **Tioga County Worksession Minutes**

### **December 4, 2025 – 1:00 p.m.**

#### **Legislators Present:**

Legislator Aronstam  
Legislator Bunce  
Legislator Ciotoli  
Legislator Flesher  
Legislator Monell  
Legislator Roberts  
Chair/Legislator Sauerbrey  
Legislator Standinger (*arrived @ 1:07 p.m.*)

#### **Legislators Absent:**

Legislator Brown

#### **Guests:**

Matt Freeze, Reporter, Morning Times (*departed @ 1:36 p.m.*)  
JoEllen Rose, Legislator-Elect, District #2 (*departed @ 1:36 p.m.*)

#### **Staff present:**

Peter DeWind, County Attorney  
Cathy Haskell, Legislative Clerk  
Jackson D. Bailey II, County Administrator  
Elizabeth Myers, Deputy Commissioner of Social Services (*departed @ 1:05 p.m.*)  
Linda Parke, Personnel Officer (*departed @ 1:36 p.m.*)  
Gary Hammond, Commissioner of Public Works (*arrived @ 1:25 p.m./departed @ 1:53 p.m.*)

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

**Resolution Discussion:** Legislative Clerk Haskell reported there are two (2) resolutions from Social Services that did not go through this week's Health & Human Services Committee although there was discussion on the one and the Committee was in favor of bringing forth the resolution to today's Worksession for Legislature consideration. Ms. Haskell reported the other one was not discussed, as the information was not available until after the Health & Human Services Committee meeting.

Ms. Haskell reported Deputy Commissioner of Social Services, Elizabeth Myers, is here to present the following resolutions for Legislature consideration:

- **Acceptance of Donation; Appropriation of Funds and Amend 2025 Budget:** Ms. Myers reported Social Services is requesting the Legislature allow the acceptance of an unsolicited donation from Tioga Downs in the amount of \$500.00 for the purpose of purchasing holiday gifts for children in foster care and appropriating the funds into their budget program expense line.

County Administrator Bailey reported this resolution aligns with the requirements in the new Gifts & Donations Policy.

All Legislators were in favor of the resolution being included in the December 9, 2025 agenda for Legislature consideration.

- **Authorization to Sign Contract – Social Services:** Ms. Myers reported this is a contract renewal with Liberty Resources, Inc. for a co-located clinician at Social Services that accompanies Children Services workers to do assessments. This is a one-year contract that the department has renewed for several years. Ms. Myers reported there is Social Services receives reimbursement to offset the cost of the contract.

All Legislators were in favor of the resolution being included in the December 9, 2025 agenda for Legislature consideration.

Ms. Haskell reported the following resolution did not go through this week's ITCS Committee, as the information was not available until after the meeting:

- **Authorize Agreement with All-Mode Communications, Inc. for Mitel Telecommunications System for 2026:** On behalf of the Chief Information Officer Clark, Ms. Haskell reported the current contract expires 12/31/25. Mr. Clark was able to secure a new annual contract for 2026 at the cost of \$23,049 for continuity of services.

All Legislators were in favor of the resolution being included in the December 9, 2025 agenda for Legislature consideration.

## **County Administrator Report/2026 Budget Update:**

### **DEPARTMENTAL MANAGEMENT & LABOR RELATIONS**

#### **COLLECTIVE BARGAINING:**

County Administrator Bailey reported the collective bargaining negotiations for Tioga County Corrections Association, Inc. and Tioga County Law Enforcement Association, Inc. are both still ongoing with current contracts expiring December 31, 2025.

#### **STRATEGIC PLAN:**

County Administrator Bailey reported that Department Heads presented their updates and revisions at this month's Legislative Committees. Mr. Bailey will update the master plan with the committee approved updates with a draft being sent to the Department Heads in late December 2025 and a draft to the Legislature in late January 2026.

## **FINANCIAL MANAGEMENT & BUDGETING**

**Budget Officer** – County Administrator Bailey distributed and reviewed the following 2026 budget documents:

- **YTD Budget Report for County Administrator Budget: A1230 –**

As of November 2025, Mr. Bailey reported the County Administrator's budget reflects a utilization of 86.3% with no budgetary concerns.

- **YTD County Budget Report:** Mr. Bailey reported for the Objects of Revenue, the revised budget is \$120,535,468 with actuals of \$98,709,834 for the remaining realization amount of \$21,825,634.

Mr. Bailey reported for the Objects of Expense, the revised budget is \$136,685,003 with total actuals expended of \$93,357,459 with the remaining available expenditures of \$43,327,544.

Mr. Bailey reported the total applied fund balance at the beginning of the year was \$6,309,355 with budgetary amendments of \$9,840,181 resulting in a current applied fund balance of \$16,149,535.

- **2026 Tentative Budget Summary:** Mr. Bailey reported there are no budgetary changes from the public hearing. Mr. Bailey will prepare and post the adopted budget, and it will be available following the December 9, 2025 Legislature meeting. Mr. Bailey reported following the adoption of the budget, he will submit the tax cap to the NYS Comptroller's Office for their review and the budget will roll from Level 4 (Tentative) to Level 5 (Adopted).

## **ADMINISTRATION & COMMUNICATION**

### **LEADERS MEETING:**

Mr. Bailey reported the next Leaders' Meeting is scheduled for Tuesday, January 27, 2026 in the Hubbard Auditorium of the Ronald E. Dougherty County Office Building with a presentation from Attorney Roemer's office on Disciplinary Practices.

### **COMMUNITY OUTREACH:**

Mr. Bailey reported several Legislators were on-site at Tioga County Rural Ministry for the check presentation of the Legislature's one-time donation to the Southern Tier Food Bank to support Tioga County food pantries due to the Federal Government shut down.

### **CAPITAL PROJECTS:**

Mr. Bailey reported the 56 Main Street North Wing HVAC Upgrade is proceeding. Mr. Bailey reported the project is on schedule completing the Family Court Public Defender, Assigned Counsel, and ILS offices. The next phase of the construction will be the Personne Office, and they will be relocated to a temporary location during construction.

Mr. Bailey reported the Radio Tower Communications Upgrade is still ongoing. Mr. Bailey reported Director of Emergency Services Cornelius reported to the Public Safety Committee this week that they continue to work on the Apalachin tower driveway. Mr. Bailey reported the RFP is anticipated to be out for the completion of the driveway remediation.

**MISCELLANEOUS:**

Mr. Bailey reported that the Chamber of Commerce is expected to announce the 2026 Leadership Tioga enrollment through a press release. Mr. Bailey reported the program needs a minimum of ten enrollments to proceed. Mr. Bailey will begin facilitating this program in February 2026.

**Approval of Worksession Minutes:** On motion of Legislator Ciotoli, seconded by Legislator Flesher, the November 20, 2025 minutes were unanimously approved.

**Action Items:** Currently, there are no action items.

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

**Resolutions:** Ms. Haskell reviewed the agenda and resolutions for the December 9, 2025 Legislature meeting noting she is aware of one-late file resolution at this time.

**Other:** None

**Executive Session:** Legislators Aronstam, Bunce, Ciotoli, Flesher, Monell, Roberts, Sauerbrey, and Standinger were in attendance along with Legislative Clerk Haskell, County Administrator Bailey, County Attorney DeWind, and Commissioner of Public Works Hammond. Motion by Legislator Monell, seconded by Legislator Roberts, to move into Executive Session to discuss property acquisition, contract negotiations, and employment matter of a particular individual at 1:36 p.m. Motion carried.

Motion by Legislator Monell, seconded by Legislator Roberts to adjourn Executive Session at 2:11 p.m.

Meeting adjourned at 2:11 p.m.

Next Worksession scheduled for Thursday, December 18, 2025 at 10:00 a.m.

Respectfully submitted,

*Cathy Haskell*

Legislative Clerk