



Tioga County Legislative Worksession Minutes February 8, 2018 – 1:00 p.m.

Legislators Present:

Legislator Hollenbeck
Legislator Huttleston
Legislator Monell
Legislator Mullen
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standinger
Legislator Sullivan
Legislator Weston

Legislators Absent:

None

Guests:

None

Staff Present:

County Attorney Peter DeWind
Legislative Clerk Maureen Dougherty
Deputy Legislative Clerk Cathy Haskell
Commissioner of Public Works Gary Hammond
Personnel Officer Bethany O'Rourke (*arrived @ 1:02 p.m.*)
Chief Accountant/Budget Officer Rita Hollenbeck (*arrived @ 1:04 p.m.*)

Call Meeting to Order –

Chair Sauerbrey called the meeting to order at 1:00 p.m.

Approval of Worksession Minutes – January 25, 2018:

Legislator Monell motioned to approve the January 25, 2018 Legislative Worksession minutes as written, seconded by Legislator Hollenbeck with Legislators Hollenbeck, Huttleston, Monell, Mullen, Roberts, Sauerbrey, Standinger, Sullivan and Weston voting yes. Motion carried.

Action Items:

Currently, there are no action items.

Legislative Support – Legislative Clerk Dougherty:

Approval of Legislative Support Committee Minutes – January 11, 2018:

Legislator Sullivan motioned to approve the January 11, 2018 minutes as written, seconded by Legislator Monell with Legislators Hollenbeck, Huttleston, Monell, Mullen, Roberts, Sauerbrey, Standinger, Sullivan, and Weston voting yes. Motion carried.

Legislative Clerk Dougherty reported the following:

- The February Legislative Meeting is scheduled for Tuesday, February 13, 2018, at 12:00 p.m. in the Hubbard Auditorium. The Finance/Legal Committee will meet prior at 10:30 a.m. in the Legislative Conference Room.
- Legislator Roberts will do the prayer and pledge and start the voting process at the February 13, 2018 Legislature meeting.
- Attended a Leader's Meeting on January 24, 2018.
- Legislative Budget is tracking well.

Employee of the 4th Quarter 2017 –

Brittany Woodburn, ED&P, has been chosen as the Employee of the 4th Quarter 2017. Employee Recognition Committee will present at the February 13, 2018 Legislature meeting.

Employee of the Year 2017 –

Roy Schreiner, Sheriff's Office, has been chosen as the Employee of the Year 2017. Employee Recognition Committee will present at the February 13, 2018 Legislature meeting.

Proclamation –

→ ***Heart Health Month*** – This resolution will just be noted in the minutes of the February 13, 2018 Legislature meeting.

Resolutions:

All resolutions were reviewed with discussion on the following:

- ▶ ***Award Contract Hazard Mitigation Plan*** – Legislator Sullivan inquired as to who the County contact person is on this plan. Legislator Mullen reported Emergency Services Director Mike Simmons is the key contact person.
- ▶ ***Amend Employee Handbook*** – Legislative Clerk Dougherty reported some changes were addressed at the Public Works Committee earlier today regarding this resolution. Legislator Sullivan reported questions were raised pertaining to Section 2; specifically changing the process of procedure related to vehicle accidents. County Attorney DeWind reported and Commissioner of Public Works Hammond concurred that all county vehicles will be equipped with informational packets containing the necessary forms, as well as posting the forms on the County website. Legislator Monell suggested tabling this resolution until there is committee consensus. Mr. Hammond will provide revised language to Ms. Dougherty who will revise the resolution and email the Public

Works Committee members prior to next week's Legal/Finance Committee meeting. Legislature was in favor of pulling this resolution until the revisions are made and re-submitting as a late-file resolution at the Legal/Finance Committee meeting on February 13, 2018.

- ▶ **Appoint Deputy Election Commissioner – Board of Elections** – Chair Sauerbrey reported due to time constraints at this week's Administrative Services Committee, the Board of Elections did not get through their entire agenda, therefore, this resolution was not presented. Based on this information, Chair Sauerbrey suggested pulling this resolution today with the possibility of re-submitting it as a late-file resolution at the Legal/Finance Committee meeting on February 13, 2018. Chair Sauerbrey reported she has requested a meeting with the Board of Elections Commissioner for Monday, February 12, 2018, however, at this time the meeting has not been confirmed.

Other: None

Executive Session -

Motion by Legislator Monell seconded by Legislator Sullivan to move into Executive Session to discuss an individual personnel matter and contract negotiations. Motion carried to go into Executive Session at 1:24 p.m. County Attorney DeWind and Personnel Officer O'Rourke remained in attendance.

Executive Session ended at 1:59 p.m. Meeting adjourned at 1:59 p.m.

Next worksession is scheduled for Thursday, February 22, 2018 at 10:00 a.m.

Respectfully submitted by,
Cathy Haskell, Deputy Legislative Clerk