



Tioga County Legislative Worksession Minutes **July 18, 2019 – 10:00 a.m.**

Legislators Present:

Legislator Balliet
Legislator Hollenbeck
Legislator Monell (*arrived @ 10:07 a.m.*)
Legislator Mullen
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standinger
Legislator Sullivan
Legislator Weston

Legislators Absent:

None

Guests:

Matt Freeze, Morning Times

Staff Present:

County Attorney Peter DeWind (*arrived @ 10:05 a.m.*)
Legislative Clerk Maureen Dougherty
Deputy Legislative Clerk Cathy Haskell
Chief Accountant/Budget Officer Rita Hollenbeck
ED&P Director LeeAnn Tinney (*departed @ 10:15 a.m.*)

Call Meeting to Order –

Chair Sauerbrey called the meeting to order at 10:00 a.m.

Vacated Economic Development Specialist Discussion –

ED&P Director Tinney reported Zack Baker, Economic Development Ag Specialist resigned in June. A year ago, Ms. Tinney reported the Legislature agreed to fill the position with the condition to re-evaluate annually. Ms. Tinney brought this position backfill request to the ED&P Committee for Legislature consideration. Ms. Tinney reported the ED&P Committee is supportive of this position backfill request, but requested she have discussion with the full Legislature.

Ms. Tinney reported she is here today to request permission to backfill the Economic Development Specialist position.

Legislature



Legislator Sullivan inquired about the funding for this position. Ms. Tinney reported the Legislature previously was funding CCE \$25,000 for this position until such time the Legislature approved this as a County position and shifted this funding to ED&P. At that time, the Tioga County IDA made the commitment to contribute funding to offset this position. For 2019, the Tioga County IDA committed \$26,500 and going forward recently approved a \$20,000 annual contribution.

Ms. Tinney reported she anticipates bringing in a candidate as an entry-level position with a base salary of \$43,000.

Ms. Tinney reported ED&P's authorized headcount is six full-time positions and one part-time position noting the part-time position is the Land Bank Director, which is fully funded by the Land Bank for duties exclusive to the Land Bank. Ms. Tinney reported that if this backfill request were denied, ED&P would have five full-time employees.

Ms. Tinney reported she shared with the ED&P Committee that the Department has shown impressive improvements in our economic status over the past five years including occupancy tax increase, unemployment rate decrease, marginally increased sales tax revenue and would like to maintain the same level of work force.

Ms. Tinney reported a yearly re-evaluation of this position would occur.

Legislator Sullivan reported this position was initially funded with an agricultural emphasis and inquired about the length of time this position was held by Mr. Baker and the agricultural accomplishments achieved during that time. Ms. Tinney reported Mr. Baker held this position for a year. Ms. Tinney reported the development of the Ag & Farmland Protection Plan identified many goals, which were tasked to the appropriate person/agency. Ms. Tinney reported CCE stepped up with their part-time staff doing some great work. Mr. Baker focused on the community outreach with the municipalities, establishment with the farm community, development of the Department's Facebook page for agricultural promotion, development of a brochure and information for potential funding sources for farmers. Up until the time of Mr. Baker's resignation, he was working on analyzing the need for slaughterhouses, however, was unable to produce a result due to his employment departure. Ms. Tinney reported Mr. Baker also assisted the Department in a non-agricultural capacity in the economic development area. He was responsible for mapping and maintaining the Department's database. Mr. Baker's forte was analysis and statistical data.



Legislator Sullivan reported with the initial funding to CCE for \$25,000 and the Tioga County's IDA annual contribution commitment of \$20,000 this covers the position's salary.

Legislator Mullen reported the statistical work done has been very beneficial, therefore, would like to see this position continue to analyze raw data and present statistical information.

Chief Accountant/Budget Officer Hollenbeck inquired as to why this position could not be contracted again through CCE and ED&P hire a part-time employee to avoid the fringe benefits cost. Legislator Sullivan reported this is how this position originated and it was not a feasible arrangement, as it is not up to the Legislature to dictate how an outside agency runs their operation. Ms. Tinney reported this position would have agricultural emphasis, however, would also have economic development specific work not feasible for CCE.

Chair Sauerbrey reported the Governor just signed a Farm Bill requiring farmers to pay overtime. This is going to affect the farming community and will require advocacy assistance.

Legislator Sullivan reported she would like the ability for the Legislature to re-evaluate this position again in a year and would like additional information on the position's accomplishments.

Legislator Weston inquired as to whether this position is going to have a background in agricultural. Ms. Tinney reported this is going to be a new employee in an entry-level position starting at the base salary.

Looking over the past five years in ED&P and the accomplishments to date, Legislator Weston reported he is in support of this new position with the condition to re-evaluate in a year.

Chair Sauerbrey reported a resolution is not required, therefore, requested a straw poll vote to move forward with the position backfill as requested.

On a straw poll vote, Legislators Balliet, Hollenbeck, Monell, Mullen, Roberts, Sauerbrey, Standing, Sullivan, and Weston were in favor of this position backfill request with the condition to re-evaluate in one year.



Approval of Worksession Minutes – June 20, 2019 -

Legislator Roberts motioned to approve the June 20, 2019 Legislative Worksession minutes as written, seconded by Legislator Hollenbeck with Legislators Balliet, Hollenbeck, Monell, Mullen, Roberts, Sauerbrey, Standinger, Sullivan, and Weston voting yes. Motion carried.

Action Items -

Currently, there are no action items.

Other –

➤ **Ethics Board Membership** – Legislator Standinger reported he sent an email to the Legislature regarding a potential Ethics Board member candidate for Legislature consideration. Legislator Standinger reported he did not request a resume at this time, but is willing to do so if the Legislature wants to proceed.

Chair Sauerbrey reported Legislator Balliet also has potential candidate interested in serving on the Ethics Committee. Chair Sauerbrey reported she spoke with the County Attorney's secretary, Diane Stephens, and there is a possibility of two vacancies. Ms. Stephens will contact the existing member to determine their interest in continuing to serve.

Chair Sauerbrey further reported an individual approached her with potential interest; therefore, we have interested candidates.

A resume will be required for Legislature consideration to fill Board of Ethics member vacancies.

ACTION: Chair Sauerbrey will follow-up with the County Attorney's office to determine number of vacancies and with Legislators Balliet and Standinger regarding potential candidates.

➤ **Property Buy-backs:** County Attorney DeWind updated the Legislature on the current buy-back process. Mr. DeWind reported the couple in attendance at the Legal/Finance Committee meeting on July 9, 2019 who expressed interest in a buy-back has since decided not to proceed. Mr. DeWind reported this property would now be sold at this year's foreclosure auction.

As for the authorization of property sale to Borough Furnace, Mr. DeWind reported this is going forward and should close soon.

Mr. DeWind reported there is another property (FLT Holding, Inc.) buy-back previously mentioned that, as of yesterday, appears to be moving forwarding. Mr. Keiler expressed interest in a buy-back, but was concerned about the interest and



penalty fees. Mr. DeWind reported it is statutory to pay all penalties and interest. Mr. DeWind reported Mr. Keiler expressed interest in proceeding and will provide a bank check prior to August 1, 2019 and this property will be removed from the auction list.

At this time, Mr. DeWind reported all other properties would move forward with the auction process. Mr. DeWind reported signage is going on the properties today.

Mr. DeWind reported GIS Technician, Bryan Goodrich, created a map of the parcels to assist with marketing. This map is located on the County's website.

➤ **Nighttime Arraignment Process for Juveniles** – Mr. DeWind reported the first run of the nighttime arraignment process for juveniles was conducted yesterday. Mr. DeWind reported a recap meeting was held with the Sheriff's Office just prior to this meeting. Mr. DeWind reported there were a couple of areas identified for need for improvement, but for the most part this process worked well.

Executive Session –

Motion by Legislator Sullivan, seconded by Legislator Hollenbeck to move into Executive Session to discuss an individual personnel matter. Motion carried to go into Executive Session at 10:20 a.m. with County Attorney DeWind remaining in attendance.

Executive Session adjourned at 10:45 a.m.

Meeting adjourned at 10:45 a.m.

Next worksession scheduled for Thursday, August 8, 2019, at 1:00 p.m.

Respectfully submitted,

Cathy Haskell

Deputy Legislative Clerk