



LEGISLATIVE SUPPORT AGENDA *THURSDAY, JULY 3, 2024*

MINUTES

- Approval of June 6, 2024 minutes

FINANCIAL

- Year to Date Budget Report
- County Auditor Accounts Payable Update
- 2025 Budget

OLD BUSINESS

- June 2024 Meetings

NEW BUSINESS

- NYSAC Fall Conference
- July 2024 Legislative Meeting

PERSONNEL

- Legislative Clerk Vacation Days: July 5th, 8th, 19th, 26th, and 29th.

RESOLUTIONS

- None

PROCLAMATIONS

- None

ADJOURNMENT

Office of the Legislative Clerk



Legislative Support Minutes

June 6, 2024

1:00 p.m.

ATTENDANCE

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

Staff: Legislative Clerk Haskell, Deputy Legislative Clerk Eiklor, County Attorney DeWind, and Personnel Officer Parke.

Guests: None

APPROVAL OF MINUTES

Legislator Brown made the motion, seconded by Legislator Flesher to approve the May 9, 2024 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2024 YTD Budget Report: The 2024 Legislative Office YTD Budget Report is included in today's committee agenda packet and was mailed to all Legislators and posted on the County website prior to this meeting. Legislative Clerk Haskell reported 45.7% utilization. Of note, I requested the Budget Officer to transfer the Government Services Expo dedicated funds from the County Administrator budget to the Legislative budget for payment of event expenses. The funds have been added to budget line 540733 – Training/All Other that was not currently being used and these funds are specifically dedicated to this event.

Additionally, Ms. Haskell reported the Budget Officer transferred funds from the Contingency Account, per last month's resolution, for the purchase of the Legislator Service Wall Plaque. These funds were transferred to a newly established Capital account for the Legislative Office for this specific purchase.

County Auditor Accounts Payable Report: Ms. Haskell reported the following accounts payable report for the month of May 2024 and noted this report is included in today's committee agenda packet.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
May	764	\$1,490,697.33	169	\$28,086.22

OLD BUSINESS

Legislator Service Plaque Wall Display: Ms. Haskell reported she spoke with the vendor, and the order for the service plaque that is identical to our existing one is in progress. Once the plaque arrives, the vendor will work with Buildings & Grounds on installation.

Office of the Legislative Clerk

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



☎ 607 687 8240 📠 607 687 8232 🌐 www.TiogaCountyNY.gov

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

May 2024 Meetings:

Minutes were taken, typed, copied, indexed, and recorded for the Legislature and Journal of Proceedings for the following Legislature meetings in May 2024:

- Fifth Regular Legislature Meeting – May 14, 2024

The Legislative Clerk attended the following meetings/events in May 2024:

- Legislative Standing Committees – May 7 and 9, 2024
- Legislative Worksession – May 9, 2024
- Finance, Legal & Safety Committee – May 14, 2024
- Fifth Regular Legislature Meeting – May 14, 2024
- Leaders Meeting – May 29, 2024

NEW BUSINESS

Public Hearing: CDBG Public Facilities Grant Application – Ms. Haskell reported ED&P submitted a resolution for Legislature consideration to set a public hearing for Thursday, June 20, 2024 at 10:00 a.m. in the Legislative Conference Room for the CDBG Public Facilities Grant Application to support the purchase and use of a mobile food truck for grant recipient Catholic Charities Tompkins/Tioga to establish a skills café, community kitchen, and food rescue programs. A quorum is required to conduct this public hearing.

DATE CHANGE: July Legislative Committee Meetings & First Monthly Worksession – Ms. Haskell reminded the Legislators that due to the holiday, the Legislative Standing Committees and 1st Legislative Worksession will be held on Tuesday, July 2nd, and Wednesday, July 3rd.

SAVE THE DATE: 2024 NYSAC Fall Conference: Ms. Haskell reported the NYSAC Fall Conference will be held September 9 -11th at World Resorts Casino, Monticello, NY. Ms. Haskell asked Legislators to keep this date in mind and if interested in attending to let her know, as once the registration and hotel accommodations open, the hotel generally fills quickly.

June 2024 Legislative Meeting:

- **Prayer, Pledge, Voting:** Legislator Monell will lead us in the prayer, pledge and voting process for the June 11, 2024 Legislature meeting.
- **Recognition Resolutions:** We have one recognition resolution for the June Legislative meeting:
 - ✓ **Recognition Resolution Recognizing Peter L. Ward Posthumously**
Chair Sauerbrey spoke with the family of Mr. Ward and extended an invitation to attend the June 11, 2024 Legislative Meeting. Legislator Standinger has offered to read and present this resolution if the family is able to attend. Otherwise, the resolution will be mailed to the family of Mr. Ward following the Legislature meeting.

Office of the Legislative Clerk

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



☎ 607 687 8240 📠 607 687 8232 🌐 www.TiogaCountyNY.gov

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

- **Proclamations:** We have one (1) proclamation for the June 11, 2024 Legislature meeting:
 - ✓ **Elder Abuse Awareness Month** – This proclamation has been read and presented in previous years, therefore, will be noted for the Legislative meeting minutes of June 11, 2024.
- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the June 11, 2024 Legislature meeting.
- **Late-File Resolutions:** Ms. Haskell reported she is unaware of any late-file resolutions at this time.

PERSONNEL

- **Legislative Clerk – Appointed to NYS Association of Clerks of County Legislative Boards Executive Committee** – Ms. Haskell reported she was recently asked if she would consider being nominated to the Executive Committee of the NYS Association of Clerks of County Legislative Boards and just prior to today's meeting was notified that the nomination was accepted and approved for a three-year term.

RESOLUTIONS

- **F09** – Resolution Calling on Members of the NYS Senate and Assembly to Reform the State's Competency Restoration Process and Support the Passage of S.1874 (Brouk)/A.5063 (Gunther) in the 2024 Legislative Session.
- **F12** – Standard Work Day and Reporting Resolution
- **F13** – Recognition Resolution Recognizing Peter L. Ward Posthumously
- **F14** – Advocating Against OSHA Reforms in New York State for Firefighters

OTHER

None

EXECUTIVE SESSION

None

ADJOURNMENT

Meeting adjourned at 1:36 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
A General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
A1010 Legislative Board							
A1010 510010 Full Time	283,946	0	283,946	125,150.59	.00	158,795.41	44.1%
A1010 510050 All other(On Call,	9,894	0	9,894	5,915.75	.00	3,977.90	59.8%
A1010 540010 Advertising	350	1,000	1,350	1,022.88	.00	327.12	75.8%
A1010 540140 Contracting Servic	100	0	100	.00	.00	100.00	.0%
A1010 540180 Dues	100	0	100	100.00	.00	.00	100.0%
A1010 540320 Leased/Service Equ	2,600	0	2,600	998.88	.00	1,601.12	38.4%
A1010 540340 Literature	545	0	545	306.03	.00	238.97	56.2%
A1010 540390 Mileage Expense	3,650	-1,000	2,650	1,021.21	.00	1,628.79	38.5%
A1010 540420 Office Supplies	700	0	700	63.82	.00	636.18	9.1%
A1010 540480 Postage	215	0	215	43.20	.00	171.80	20.1%
A1010 540485 Printing/Paper	150	0	150	.00	.00	150.00	.0%
A1010 540520 Recording/Microfil	450	0	450	404.00	.00	46.00	89.8%
A1010 540640 Supplies (Not Offi	400	0	400	278.00	.00	122.00	69.5%
A1010 540660 Telephone	955	0	955	231.96	.00	723.04	24.3%
A1010 540732 Training/County Re	3,950	0	3,950	2,390.84	.00	1,559.16	60.5%
A1010 540733 Training/All Other	0	1,000	1,000	.00	.00	1,000.00	.0%
A1010 581088 State Retirement F	52,514	-26,985	25,529	16,540.56	.00	8,988.51	64.8%
A1010 583088 Social Security Fr	0	16,672	16,672	9,633.69	.00	7,038.36	57.8%
A1010 584088 Workers Compensati	22,853	-10,626	12,227	6,235.70	.00	5,991.44	51.0%
A1010 585588 Disability Insuran	204	-85	119	62.64	.00	56.15	52.7%
A1010 586088 Health Insurance F	37,696	94,487	132,183	87,101.10	.00	45,081.69	65.9%
A1010 588988 Eap Fringe	76	77	153	82.68	.00	70.64	53.9%
TOTAL Legislative Board	421,348	74,540	495,888	257,583.53	.00	238,304.28	51.9%
TOTAL General Fund	421,348	74,540	495,888	257,583.53	.00	238,304.28	51.9%
TOTAL EXPENSES	421,348	74,540	495,888	257,583.53	.00	238,304.28	



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR: H	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
Capital Fund							
H1010 Capital Legislative							
H1010 520210 Other Furniture	0	8,000	8,000	.00	.00	8,000.00	.0%
TOTAL Capital Legislative	0	8,000	8,000	.00	.00	8,000.00	.0%
TOTAL Capital Fund	0	8,000	8,000	.00	.00	8,000.00	.0%
TOTAL EXPENSES	0	8,000	8,000	.00	.00	8,000.00	



**COUNTY AUDITOR
ACCOUNTS PAYABLE UPDATE – JUNE 2024**

MONTH/ QUARTER	AP INVOICES	AP INVOICE TOTALS	P-CARD TRANSACTIONS	P-CARD TOTAL
June	713	\$1,567,077.14	174	\$46,213.80
2 ND Quarter	2162	\$4,859,463.28	524	\$120,493.63
YTD January – June	4,377	\$12,065,318.48	1,082	\$251,675.91