

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



Legislative Support Minutes

August 7, 2025

1:00 p.m.

ATTENDANCE

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

Staff: Legislative Clerk Haskell, County Administrator Bailey, County Attorney DeWind, Personnel Officer Parke.

Guest: Matt Freeze, Reporter, Morning Times

APPROVAL OF MINUTES

Legislator Roberts made the motion, seconded by Legislator Monell to approve the July 10, 2025 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2025 YTD Budget Reports: Legislative Clerk Haskell reported 55.4% utilization noting no issues or concerns.

County Auditor Accounts Payable Report: Ms. Haskell reported the following accounts payable report for the month of July and YTD 2025. This report is included in today's committee agenda packet.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
July	836	\$1,884,821.82	178	\$44,249.72
YTD	5,476	\$13,905,330.29	1378	\$315,991.62

2026 Budget: Ms. Haskell presented the Legislative Office 2026 budget noting vacation sell-back of 5 days for the Legislative Clerk, per County policy. Additionally, she noted that she would like to increase the taxable mileage budget line due to two (2) new incoming Legislators in 2026.

UPDATE: Following the meeting, Ms. Haskell further reviewed the history of this budget line and determined that an increase would not be necessary after all. An updated budget report was generated, and budget was submitted to the Budget Officer on August 8, 2025.

OLD BUSINESS

July 2025 Meetings:

Minutes were taken, typed, copied, recorded, distributed and indexed for the Legislature and Journal of Proceedings for the following Legislature meetings in July 2025:

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- Seventh Regular Legislature Meeting – July 15, 2025
 - CDBG Public Hearing – July 24, 2025

The Legislative Clerk attended the following meetings in July 2025:

- Legislative Standing Committee Meetings – July 8 and 10, 2025
 - Legislative Worksessions – July 10 and 24, 2025, 2025
 - Finance, Legal & Safety Committee – July 15, 2025
 - Seventh Regular Legislature Meeting – July 15, 2025
 - Executive Committee Meeting – July 17, 2025
- New Department Head Orientation for Veterans' Director – July 17, 2025
 - Employee Onboard/Offboarding Meeting – July 17, 2025
 - CDBG Public Hearing – July 24, 2025
- Deputy Legislative Clerk Interviews – July 25, 30, and 31, 2025
 - Leaders Meeting – July 29, 2025
 - Policy Review Committee – July 31, 2025

Sales Tax Extender (2 Year): Ms. Haskell reported the Sales Tax Extender legislation is pending Governor Hochul's signature. A resolution was prepared and emailed to County Attorney DeWind in June for his review. On July 25, 2025, Ms. Haskell emailed the resolution to the County's assigned NYS Taxation & Finance Attorney for his review and on this date received email notification that the resolution was good as written and we were all set to move forward with adoption of the resolution once the Governor signs the extender. Ms. Haskell reported she received NYS Taxation & Finance guidance and instructions regarding the process once the Governor signs the extender. Ms. Haskell reported the sales tax extender was delivered to the Governor on August 4, 2025 and she has ten (10) days not including Sunday to sign the extender. Just prior to this meeting, Ms. Haskell reported she received a follow-up email from our assigned attorney that the resolution is still pending and has not received final approval as there may be a need to add language to the resolution.

Ms. Haskell reported that most likely a Special Meeting will be called for August 21, 2025 at 10:05 a.m. to adopt the resolution as this will be after the Governor's ten-day requirement to sign the sales tax extender. This still allows the County to meet the 90-day requirement of having the resolution postmarked by September 2, 2025.

Ms. Haskell reported in the event we cannot meet this 90-day requirement and a waiver needs to be requested, the assigned NYS Taxation & Finance Attorney has indicated this would not be an issue.

DATE CHANGE: September Legislature Meeting & Finance, Legal & Safety Committee

Ms. Haskell reminded the Legislators that the date for the September Legislature meeting and Finance, Legal & Safety Committee has been changed to

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Tuesday, September 16, 2025 due to Legislator attendance at the NYSAC Fall Conference scheduled for September 8-10, 2025.

NEW BUSINESS

Local Law Introductory No. B of 2025 and Public Hearing: Ms. Haskell reported this local law authorizes twelve and thirteen-year-old licensed hunters to hunt deer with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter for the fall 2026 hunting season. With the passage of the State budget, this program has been extended through December 31, 2028. However, NYS Department of Conservation encouraged counties to adopt a local law without a sunset date and add language that the local law will remain in effect as long as the State law continues to be extended.

The County's current Local Law No. 1 of 2024 will continue until December 31, 2025 and the new local law will go into effect January 1, 2026.

Ms. Haskell provided the following timeline for the local law:

- 8/12/25 – Local Law will be introduced by Legislator Standinger and resolution to set public hearing will be presented at the Legislature meeting.
- 8/21/25 – Public Hearing will be held at the beginning of the Legislative Worksession.
- 9/16/25 – Local Law will be presented for adoption at the September Legislature meeting.
- 1/1/26 – Local Law effective date.

Essential Personnel List: Ms. Haskell reported, in accordance with the County's Building Closing and/or Services Shutdown Procedure policy, the Legislative Clerk annually requests updated information from all Departments as to who they deem essential employees who would be required to remain at work or come into work to maintain essential services in an emergency.

Ms. Haskell notified the Departments and provided them with the previous year's listing requesting updates, if necessary. Departments were given a due date of August 15, 2025 to submit essential personnel information to be filed with the Clerk of the Legislature.

Ms. Haskell reported the policy states that Department Heads are required to maintain a paper copy in the event of an emergency and every Legislator shall maintain a current copy in their home. Ms. Haskell reported once the lists are finalized, she will provide every Legislator with a copy.

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August 2025 Legislative Meeting:

- **Prayer, Pledge, Voting:** Legislator Brown will lead us in the prayer, pledge and voting process for the August 12, 2025 Legislature meeting.
- **Moment of Silence:** Chair Sauerbrey will ask for a Moment of Silence for Dr. John B. Bezirganian who passed away on July 18, 2025. Dr. Bezirganian was the Medical Director for Tioga County Mental Hygiene for nearly 7 years and provided contracted services prior to becoming an employee.
- **Proclamation:** There is one proclamation for the August 12, 2025 Legislature meeting that will just be noted.

Immunization Awareness Month

- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the August 12, 2025 Legislature meeting. Ms. Haskell noted that the ED&P and Public Safety Committee meetings did not have a quorum. Legislators were in favor of moving all resolutions forward to the August 12, 2025 Legislature meeting for Legislature consideration.
- **Late-File Resolutions:** Ms. Haskell reported she is unaware of any late-file resolutions at this time.

PERSONNEL

- **Deputy Legislative Clerk Vacancy:** This agenda topic was moved to Executive Session.

RESOLUTIONS

- None

PROCLAMATIONS

- None

ADJOURNMENT

Meeting adjourned at 3:17 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk