



Tioga County Worksession Minutes

July 24, 2025 – 10:00 a.m.

Legislators Present:

Legislator Aronstam
Legislator Brown
Legislator Bunce
Legislator Ciotoli
Legislator Monell
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standingier

Legislators Absent:

Legislator Flesher

Guests:

None

Staff present:

Cathy Haskell, Legislative Clerk
Jackson D. Bailey II, County Administrator
Linda Parke, Personnel Officer (*departed @ 10:30 a.m.*)
Brandon Clark, ITCS Deputy Director (*departed @ 10:30 a.m.*)

Call Meeting to Order: Chair Sauerbrey opened the meeting at 10:02 a.m. with a ***Public Hearing on NYS CDBG Grant Application for 2025 Program Year.***

Legislative Clerk Haskell took roll call and read the legal notice as published in the Tioga County designated newspapers. Public Hearing adjourned at 10:12 a.m.

County Administrator Report: County Administrator Bailey provided the following report:

- **2026 Budget Update:** The July 18, 2025 deadline for Capital submissions has passed. Mr. Bailey met with Public Works and ITCS to work on their 5-year Capital Plans and walked them through the entire process so they will be prepared to present these plans at their August Legislative Committee meetings. In September, Mr. Bailey reported he will present the full Capital Budget to the Legislature for their review.

Mr. Bailey reported he will remind the Departments to be prepared to present their 2026 budgets at the August Legislative Committee meetings and include the required Budget Report with Notes. This report reflects the original 2025 budget, proposed 2026 budget and notes regarding any differences supporting the Legislative zero-based

budget directive. Mr. Bailey has been working with Departments and providing budget training, as requested and showing departments how to run this required report. Departments will be reminded that this report should be included in their August Legislative committee agenda packets and to report on any grant funded positions, per the Legislature's budget directive.

In addition to the respective Departmental budgets, Mr. Bailey reported he will also prepare a budget report and send it to the Legislature for each Legislative Committee including staff vacancies.

Mr. Bailey reported August 15, 2025 is the submission deadline for departments to submit their budgets and provide final notification to the County Administrator. The budget will roll from Level 1 – Departmental to Level 2 – Budget Officer on this date.

Mr. Bailey reported the big known updates at this time is programmatic requests from Social Services and the Sheriff's Office K-9 proposal that the Public Safety Committee was in favor of receiving additional information. The Treasurer's Office is creating a separate Org for this new program so it will have its own function independent of the Sheriff's Office programmatic budget.

- **Leaders Meeting:** The meeting is scheduled for July 29, 2025 at the Public Safety Meeting with the Threat Assessment Management (TAM) consultants leading a discussion on domestic terrorism and the Governor's Executive Order 18 and how the County is maintaining compliance. Additionally, D5 Consulting will also be doing De-escalation training for the Department Heads.

Approval of Worksession Minutes: On motion of Legislator Brown, seconded by Legislator Bunce, the July 10, 2025 minutes were unanimously approved.

Action Items: Currently, there are no action items.

Other:

- **Newark Valley Flooding/Storm Recovery:** Chair Sauerbrey reported she and County Administrator Bailey participated on a phone call yesterday with Division of Homeland Security and Emergency Services (DHSES) and municipal elected officials. The Village of Newark Valley Mayor and Town of Newark Valley Supervisor were hoping to secure FEMA assistance funding, but the storm damage did not meet the established threshold. Chair Sauerbrey reported Soil & Water is working on making contacts with Natural Resources Conservation Service (NRCS) for possible resources and assistance.

County Administrator Bailey reported everyone on this call and prior meetings accoladed Director of Emergency Services Cornelius for her mitigation efforts and presence during this event.

- **Cayuga Radio Interview:** County Administrator Bailey and Director of Emergency Services Cornelius did a radio interview on Friday, July 25, 2025 regarding the radio tower project and the recent Newark Valley flood event.

Executive Session: Eight Legislators were in attendance along with County Administrator Bailey, Legislative Clerk Haskell, Personnel Officer Parke, and ITCS Deputy Director Clark. Motion by Legislator Ciotoli, seconded by Legislator Bunce, to move into Executive Session to discuss matters regarding public safety, potential property acquisition and employment history of particular individuals at 10:21 a.m. Motion carried.

Personnel Officer Parke and ITCS Deputy Director Clark were excused at 10:30 a.m.

Motion by Legislator Flesher, seconded by Legislator Monell to adjourn Executive Session at 11:20 a.m.

Meeting adjourned at 11:20 a.m.

Next Worksession scheduled for Thursday, August 7, 2025, at 1:00 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk