



Tioga County Worksession Minutes **September 19, 2024 – 10:00 a.m.**

Legislators Present:

Legislator Brown
Legislator Ciotoli
Legislator Monell
Legislator Mullen (*arrived at 10:34 a.m.*)
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standinger

Legislators Absent:

Legislator Flesher

Guests:

None

Staff present:

Peter DeWind, County Attorney
Cathy Haskell, Legislative Clerk
Jackson D. Bailey II, County Administrator
Katie Chandler, Deputy Treasurer
Linda Parke, Personnel Officer
Camille Mattison-Corneby, Benefits Manager
Andrea Klett, County Clerk

Call Meeting to Order: Chair Sauerbrey opened the meeting at 10:02 a.m. for the **Second Special Legislature Meeting of 2024** for Legislature consideration of the following:

- **Authorize Donation of Time – Motor Vehicle Bureau**
- **Supreme Court Order – Town of Tioga**

Legislative Clerk Haskell took roll call. Chair Sauerbrey led in the prayer, pledge, and voting process. Special Meeting adjourned at 10:11 a.m. with regular worksession immediately following.

County Administrator Update/2025 Budget Update:

County Administrator Report:

2024 Fall NYSAC Conference - County Administrator Bailey reported he attended the 2024 Fall NYSAC Conference with Legislators Flesher, Roberts, and Sauerbrey noting this was a great experience, and the workshops were very engaging. Mr. Bailey reported he met with Livingston County Administrator Ian Coyle and had a special meeting with the County Administrator's group.

Strategic Plan - Regarding the County's Strategic Plan, Mr. Bailey met with Legislators Roberts, Sauerbrey, and Legislative Clerk Haskell to discuss the status of the Plan and to determine how we want to proceed with reporting requirements. Mr. Bailey made the recommendation to create an automated form for each Department so they can update their objectives outlined in the Plan on a quarterly basis with their Legislative Standing Committees starting in October 2024. Mr. Bailey contacted the original Strategic Plan Committee members and updated them on the status and the plan to move forward. Thus far, Mr. Bailey reported he has received positive feedback, and everyone is on board with moving forward in this direction. Mr. Bailey redesigned the Strategic Plan so he and Ms. Haskell can work together on modifications based on Department responses. Mr. Bailey will also discuss this process with the Department Heads at the September 24, 2024 Leaders Meeting.

Legislator Roberts thanked everyone for revising this document and moving it forward to keep it viable. Legislator Roberts reported this document should be posted on the County's Intranet.

Chair Sauerbrey gave accolades to Mr. Bailey for compiling the information from the Strategic Plan to create the Excel spreadsheet and quarterly reporting form.

Departmental Visits – Mr. Bailey reported his next Department visit is scheduled with the Personnel Office for an all-day meeting on Friday, September 27, 2024.

2025 Budget Update:

Budget Status – Mr. Bailey reported the budget is currently at Level 2 (County Administrator) and following this meeting will roll to Level 3 (Legislative). Any changes to the budget at this point such as salary and fringe will need to be approved by the Legislature before they can be included.

Sales Tax - Mr. Bailey reported every year he takes all the sales tax history going forward and analyzes the State's information through NYSAC and OSC and looks at our historical trends to come up with the best measuring of budgeting for sales tax. Historically, Mr. Bailey reported he kept the budgeted number extremely conservative with the understanding that sales tax could drop as we saw during COVID-19. Sales tax is a primary revenue source for the County; however, most municipalities are encouraged to not depend on this source entirely. Last year, we budgeted \$23 million and for 2025 Mr. Bailey reported he is raising it \$25 million. For 2023, our actuals were \$33 million, so the actuals are coming in higher, but NYSAC and OSC are reporting that sales tax is leveling off. Some counties are seeing a negative decrease, so it is expected to level off and possibly go down. Mr. Bailey reported 10% of the sales tax goes to capital and the remainder of the budgeted amount goes to the capital fund. Mr. Bailey reported 25% is distributed to towns and villages.

NYSAC Breakdown of Total Taxable Sales by Category for Tioga County – Mr. Bailey reported this is an informational document that shows the top five sources of sales tax: automobile sales, gasoline stations, electronic shopping/mail order houses, electronic power generation, and restaurants/eating establishments. Mr. Bailey reported the State is changing some of the categories, so for comparison purposes in the future this may not be accurate.

Tax Cap Five Year Analysis – Mr. Bailey reported he has updates from both the Tioga County IDA and Treasurer’s Office regarding the PILOTs (Payment In Lieu of Taxes). When the PILOT estimates change for the next year, it changes our tax cap. The PILOT receivable for next year changed \$2.3 million, which changes the proposed allowable limit of taxes to \$26,887,598.00. From last year, this is a \$591,000 increase or 2.25%, as allowable by the OSC. Going forward, depending on where we are budgetarily after salaries and fringe, the Legislature will need to make the determination of whether to stay at the maximum allowable amount.

Breakdown of IDA PILOTs/Housing and Solar Projected PILOTs – Mr. Bailey reported ED&P Director Woodburn and Deputy Director Schnabl did a great job compiling the IDA information. Mr. Bailey reported Deputy Treasurer Chandler did an awesome job of putting all the PILOT information together and auditing to ensure accurate rates are applied. Mr. Bailey also acknowledged the work of the County Attorney’s office regarding ensuring the contracts for the PILOTs are all in Munis. This has been a big effort with everyone to ensure the level of accuracy going forward.

Mr. Bailey reported the Housing and Solar Projected PILOTs are the ones that do not come through the IDA. These are negotiated with the towns and villages.

Next Budget Update - Mr. Bailey will provide the next budget update at the October 10, 2024 Legislative Worksession. Mr. Bailey expects to have some known salary figures to have a better idea regarding Fund Balance and where the Legislature wants to be with the tax cap. Additionally, final discussion on the outside agency funding requests will occur at the October 10, 2024 Legislative Worksession. Mr. Bailey emailed breakdown information regarding the Southern Tier Food Bank specifically to Tioga County to all Legislators prior to today’s meeting.

Management/Confidential Salary Committee Recommendations: Personnel Officer Parke reported the Management/Confidential Salary Committee met on July 25, 2024 and September 5, 2024 to determine the 2025 recommendations for the Management/Confidential staff.

Ms. Parke reported the following M/C Committee recommendations were presented:

TOPIC	M/C Recommendation
Health Insurance Contribution and HRA	FT Employees – remain @ 15% 4 day/week Attorneys – remain @ 15 % PT Attorneys – remain @ 20% PT Dentists – remain @ 20%
Salary Range Adjustments	All salary ranges for new hires increase by 5%
Salary Increases	FT and PT employee salary increase of 5%.

Ms. Parke reported these recommendations were initially proposed to the Legislators at the August 8, 2024 Legislative Worksession and the Legislators were not in favor of the 5%

recommended salary range adjustments and increases for 2025. The Legislature agreed to reduce these two recommendations from 5% to 3.5%.

Mr. Bailey reported the 3.5 % salary increase would be an increase of \$220,000 and the 5% salary increase would be an overall increase of \$315,000.

On a straw poll vote, Legislators Monell, Ciotoli, Roberts, Standinger, Mullen, Brown, and Sauerbrey were in favor of the M/C Salary Committee recommendation for maintaining the health insurance contributions and HRA deductible at the 2024 percentage/rate.

On a straw poll vote, Legislators Monell, Ciotoli, Roberts, Standinger, Mullen, Brown, and Sauerbrey were not in favor of the M/C Salary Committee recommendation of 5% salary range adjustments for M/C employees, however, was in favor of a 3.5% salary increase for 2025.

On a straw poll vote, Legislators Monell, Ciotoli, Roberts, Standinger, Mullen, Brown, and Sauerbrey were not in favor of the M/C Salary Committee recommendation of 5% salary increases for M/C employees, however, was in favor of a 3.5% salary increase for 2025.

Ms. Parke reported the two outstanding areas for discussion are the 2025 Board of Elections and Legislator salaries. The Legislator salaries are generally tied to the same increase as the M/C employees.

Ms. Parke reported the Board of Elections submitted their 2025 salary proposals and they are requesting a 5% increase for the Commissioners, a 5.34% for the Deputy Commissioners, and a 9% increase for the Voting Technicians. Ms. Parke recommended Board of Elections salaries be the same as the M/C employee salary increase of 3.5% for these positions.

On a straw poll vote, Legislators Monell, Ciotoli, Roberts, Standinger, Mullen, Brown, and Sauerbrey were not in favor of the Board of Elections proposal and was in favor of Ms. Parke's recommendation for a 3.5% salary increase for the Board of Elections Commissioners, Deputy Commissioners, and Voting Technicians for 2025. Ms. Parke will do the annual resolution for the Board of Elections salaries for an upcoming Legislature meeting.

On a straw poll vote, Legislators Monell, Ciotoli, Roberts, Standinger, Mullen, Brown, and Sauerbrey were favor of a 3.5% salary increase for all Legislators in 2025.

Broome County Purchasing Alliance:

Benefits Manager Mattison-Corneby reported Tioga County received a letter dated September 4, 2024 from the Broome County Purchasing Alliance (BCPA) regarding the Medicare Advantage Plan for eligible retirees. The County joined the Broome County Purchasing Alliance and changed to United Health Care for the Medicare Advantage Plan effective January 1, 2022 for a three-year plan. The current contract is set to expire December 31, 2024 and BCPA recently went out for RFP for 2025-2027 and Excellus won the bid. Ms. Mattison-Corneby reported the proposed Excellus Plan 1 is comparable to our current United Health Care plan. Ms. Mattison-Corneby reported we currently have 295 Medicare-eligible retirees in the County's plan.

Personnel Officer Parke reported the County currently pays \$275.00 per person/per month in the current United Health Care plan through the Alliance. If we continue with the same United Health Care Plan 1, the cost for 2025 will increase to \$540.00 per person/per month with unknown cost increases for Years 2 and 3. If we change to Excellus, the cost will increase to

\$508.00 per person/per month for 2025 with a rate cap in Years 2 and 3 of 3-7.5%. Of the current cost, County Administrator Bailey reported the retiree's contribution is approximately \$225,000 per year. Legislator Ciotoli inquired as to whether the \$225,000 estimated retiree contribution amount is a percentage or a flat amount. Legislator Monell inquired of the current \$936,000 cost to the County, this amount is currently offset by \$225,000. However, when we move to a new plan, we do not know the cost to the County until the calculations are done. Mr. Bailey reported the rate will need to be applied to each individual retiree. Legislator Monell inquired as to when the County needs to decide. Ms. Mattison-Corneby reported the County needs to let BCPA know by October 1, 2024.

County Administrator Bailey inquired as to whether Personnel knows how many retirees they plan to add in 2025. Ms. Mattison-Corneby reported they do not.

As an additional option to staying with the BCPA, Ms. Parke reported she asked our broker to go out to RFP and he is working on this with no figures to date. However, he does not think that he will come in competitively, but we want to do our due diligence.

Legislator Standinger inquired as to whether the retirees are currently happy with the current plan and Ms. Mattison-Corneby concurred they are.

Chair Sauerbrey inquired as to whether Personnel has spoken to any of the retiree representatives. Ms. Parke reported they have not as they wanted to have a conversation with the Legislature first.

Ms. Mattison-Corneby reported that regardless of BCPA awarding the bid to Excellus, some entities are choosing to stay with United Health Care.

Regardless of what plan is chosen, the cost is increasing to both the County and the retiree.

Legislator Mullen reported although it may not be ideal, we should proceed with the insurance carrier that is offering the rate cap and produce a letter to be sent out immediately to the retirees informing them that the coverage is comparable, however, there is a rate increase to what you are paying currently. We need to communicate with the people we are serving so they are aware of the changes.

From a fiscal protection standpoint, Legislator Roberts reported we would need to change to Excellus for this three-year period, as they are offering a rate cap for Years 2 and 3 and United Health Care is not. Legislators Monell and Mullen concurred.

Legislator Monell proposed staying with BCPA and changing to Excellus, so we have some guarantee of what we can expect in the future.

On a straw poll vote, Legislators Monell, Ciotoli, Roberts, Mullen, Brown, and Sauerbrey were in favor of staying with BCPA and changing to the Excellus Plan 1 with Legislator Standinger stating he would prefer that we stay with the current United Health Care insurance plan.

Personnel will move forward with drafting a resolution to enter into a contract with Excellus for Retiree Medicare Advantage Plan through BCPA.

Approval of Worksession Minutes: On motion of Legislator Monell, seconded by Legislator Ciotoli, the September 5, 2024 minutes were unanimously approved.

Action Items:

ACTION ITEMS FROM MAY 23, 2024:

ACTION ITEM #1 – 5/23/24 Legislative Worksession – Confidential Databases/Software Programs

The Legislature was in favor of County Attorney DeWind speaking to Chief Information Officer Loveland regarding the amendment of the Comprehensive Security Policy to include language regarding access and usage of confidential databases/software program and disciplinary action for improper usage or access to unauthorized users. The Legislature expressed there was no immediate urgency but did want the policy revised at some point to address this issue. **This action item will be carried forward to the October 10, 2024 Legislative Worksession.**

Other:

- ***Tioga Castings Property*** – Chair Sauerbrey reported we are moving forward with the issue related to the Tioga Castings property.

Executive Session: With no confidential topics for discussion, an Executive Session was not necessary.

Meeting adjourned at 11:06 a.m.

Next Worksession scheduled for Thursday, October 10, 2024, at 1:00 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk