



FINANCE, LEGAL & SAFETY COMMITTEE

March 11, 2025

10:30 A.M.

- APPROVAL OF MINUTES: February 11, 2025
- FINANCIAL
  - Safety
  - Law
- OLD BUSINESS
  - Litigation
  - Annual Policy Review/Attestation and Statement of Financial Disclosure for Schedule A Employees
- NEW BUSINESS
  - Other
  - Defensive Driving Training
  - FY2022 Critical Infrastructure Grant
  - Family Defense Grant Positions
- PERSONNEL
  - 3<sup>rd</sup> Assistant County Attorney vacancy
- RESOLUTIONS
  - RE-APPOINT MEMBER TO BOARD OF ETHICS
  - RE-APPOINT MEMBER TO BOARD OF ETHICS
  - AUTHORIZE ACCEPTANCE OF YEAR EIGHT FUNDING FROM THE NYS OFFICE OF INDIGENT LEGAL SERVICES AND ACCEPT YEAR EIGHT FUNDING FOR HURRELL-HARRING GRANT AND AMEND 2025 BUDGET
  - AUTHORIZATION TO APPLY FOR A STATE GRANT FROM NEW YORK STATE HOMELAND SECURITY AND EMERGENCY SERVICES
- PROCLAMATIONS
  - None
- EXECUTIVE SESSION

- ADJOURNMENT

## Office of the County Attorney

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

Peter J. DeWind County Attorney ☎ 607 687 8253 📠 607 223 7003 🌐 www.TiogaCountyNY.com



### FINANCE, LEGAL & SAFETY COMMITTEE

February 11, 2025

10:30 A.M.

#### ATTENDANCE:

Legislators: Chair Sauerbrey, Ciotoli, Monell, Flesher, Roberts, Brown, Standinger, Mullen and Bunce

Staff: Legislative Clerk Haskell, County Attorney DeWind, Treasurer McFadden, Safety Officer Holbrook Personnel Officer Parke, Chief Accountant Schurter, County Administrator Bailey

Guests: Jo Ellen Rose

#### • APPROVAL OF MINUTES:

- Legislator Ciotoli asked for a motion to approve January 14, 2025, minutes. Legislator Brown made the motion, seconded by Legislator Mullen and was unanimously carried.

#### • FINANCIAL:

- Legal and Safety: Legal and Safety's budgets are tracking well. Mr. DeWind will continue to monitor the Legal Fees line.

#### • OLD BUSINESS:

- Litigation: There are no new claims. Nothing to report on existing cases.
- In Rem: Mr. Humes is currently working on this years' processing with two hundred nine (209) parcels remaining delinquent. This office continues to have a small number of claims for surplus from previous foreclosure auctions.
- CDL Pre and Post Trip Inspection Training: The State Police provided guidance and training for Public Works employees as to what expectations are regarding pre and post trip inspections.
- Starting in 2022 municipal vehicles are now allowed to have green lights on snowplows. Green lights have been shown to enhance visibility, making it easier for drivers to see snowplow trucks. A County snowplow truck has added green lights along with the amber lights that were currently on the vehicle. New York State is in the process of adding green lights to all their snowplow trucks.

**DRAFT**

- The Highway Department recently attended NYSEG's live wire training and found the training useful.
- Annual Training: There are two employees who still need to complete their annual training.
- NEW BUSINESS:
  - Annual Policy Review/Attestation and Statement of Financial Disclosure for Schedule A Employees: The Annual Policy Review and Attestation is due March 31, 2025, for all employees with the Statement of Financial Disclosure due May 15, 2025, for Schedule A employees.
- PERSONNEL:
  - The new Paralegal started at DSS Legal office yesterday. Mr. DeWind is currently exploring how the recently vacated 3<sup>rd</sup> Assistant County Attorney position will be structured going forward. In addition to Termination of Parental Rights work this position was handling some of the large volume of Child support court cases. The DSS Legal positions are budgeted through the Department of Social Services (DSS) and will be involved in any modifications.
- RESOLUTIONS:
  - AUTHORIZE APPOINTMENT OF 2<sup>ND</sup> AND 4<sup>TH</sup> ASSISTANT DISTRICT ATTORNEY DISTRICT ATTORNEY'S OFFICE was moved into full Legislative Session without further questions.
- PROCLAMATIONS
  - N/A
  - EXECUTIVE SESSION N/A
- ADJOURNMENT:
  - Legislator Monell adjourned the Legal & Safety Committee at 10:57 A.M.

Respectfully submitted,

*Christine Freyvogel*

Paralegal to the County Attorney



# TIOGA COUNTY, NEW YORK

## Tioga County 2025 LEGAL BUDGET REPORT

FOR 2025 12

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>A General Fund</b>							
<b>A1420 Law</b>							
A1420 412706 Shared Services-At	-50,079	0	-50,079	.00	.00	-50,079.00	.0%
A1420 510010 Full Time	231,528	0	231,528	34,827.29	.00	196,700.71	15.0%
A1420 510020 Part Time/Temporar	41,641	0	41,641	6,062.67	.00	35,578.33	14.6%
A1420 520200 Office Equipment	450	0	450	.00	.00	450.00	.0%
A1420 540000 Contract Expense	500	0	500	32.31	.00	467.69	6.5%
A1420 540010 Advertising	635	0	635	.00	.00	635.00	.0%
A1420 540040 Books	1,500	0	1,500	631.61	.00	868.39	42.1%
A1420 540180 Dues	2,400	0	2,400	634.00	.00	1,766.00	26.4%
A1420 540330 Legal Fees	65,000	0	65,000	12,450.00	31,725.00	20,825.00	68.0%
A1420 540331 Legal Fees-Adolesc	1,500	0	1,500	.00	.00	1,500.00	.0%
A1420 540390 Mileage Expense	300	0	300	.00	.00	300.00	.0%
A1420 540420 Office Supplies	825	0	825	.00	.00	825.00	.0%
A1420 540480 Postage	150	0	150	.00	.00	150.00	.0%
A1420 540485 Printing/Paper	400	0	400	.00	.00	400.00	.0%
A1420 540731 Training/State Req	1,000	0	1,000	.00	.00	1,000.00	.0%
A1420 581088 State Retirement F	27,207	0	27,207	3,917.70	.00	23,289.30	14.4%
A1420 583088 Social Security Fr	20,191	0	20,191	3,742.15	.00	16,448.85	18.5%
A1420 584088 Workers Compensati	4,780	0	4,780	895.40	.00	3,884.60	18.7%
A1420 585588 Disability Insuran	204	0	204	33.30	.00	170.70	16.3%
A1420 586088 Health Insurance F	94,872	0	94,872	19,180.10	.00	75,691.90	20.2%
A1420 588988 Eap Fringe	64	0	64	11.80	.00	52.20	18.4%
<b>TOTAL Law</b>	<b>445,068</b>	<b>0</b>	<b>445,068</b>	<b>82,418.33</b>	<b>31,725.00</b>	<b>330,924.67</b>	<b>25.6%</b>
<b>TOTAL General Fund</b>	<b>445,068</b>	<b>0</b>	<b>445,068</b>	<b>82,418.33</b>	<b>31,725.00</b>	<b>330,924.67</b>	<b>25.6%</b>
<b>TOTAL REVENUES</b>	<b>-50,079</b>	<b>0</b>	<b>-50,079</b>	<b>.00</b>	<b>.00</b>	<b>-50,079.00</b>	
<b>TOTAL EXPENSES</b>	<b>495,147</b>	<b>0</b>	<b>495,147</b>	<b>82,418.33</b>	<b>31,725.00</b>	<b>381,003.67</b>	
<b>GRAND TOTAL</b>	<b>445,068</b>	<b>0</b>	<b>445,068</b>	<b>82,418.33</b>	<b>31,725.00</b>	<b>330,924.67</b>	<b>25.6%</b>

\*\* END OF REPORT - Generated by Freyvogel, Christine \*\*



# TIOGA COUNTY, NEW YORK

## Tioga County 2025 SAFETY BUDGET REPORT

FOR 2025 12

	ORIGINAL APPROP	TRNFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>CI Liability Insurance Fund</b>							
<b>CI8042 504 Coordinator/Safety</b>							
CI8042 424010 Interest And Earn	0	0	0	-509.02	.00	509.02	100.0%
CI8042 510010 Fulltime	60,568	0	60,568	8,818.28	.00	51,749.72	14.6%
CI8042 540070 Car Maintenance	1,000	0	1,000	.00	.00	1,000.00	.0%
CI8042 540140 Contracting Servi	4,500	0	4,500	.00	2,900.00	1,600.00	64.4%
CI8042 540140 M7674 Contracting	160,000	161,000	321,000	21,171.51	138,828.49	161,000.00	49.8%
CI8042 540220 Automobile Fuel	200	0	200	.00	.00	200.00	.0%
CI8042 540340 Literature	50	0	50	.00	.00	50.00	.0%
CI8042 540410 Nursing Supplies	2,000	0	2,000	89.97	.00	1,910.03	4.5%
CI8042 540420 Office Supplies	400	0	400	142.66	.00	257.34	35.7%
CI8042 540480 Postage	75	0	75	.00	.00	75.00	.0%
CI8042 540640 Supplies (Not Off	600	0	600	.00	.00	600.00	.0%
CI8042 540733 Training/All Othe	2,500	0	2,500	354.07	.00	2,145.93	14.2%
CI8042 581088 State Retirement	7,113	0	7,113	1,813.95	.00	5,299.05	25.5%
CI8042 583088 Social Security F	4,477	0	4,477	813.10	.00	3,663.90	18.2%
CI8042 584088 Workers Compensat	1,195	0	1,195	223.85	.00	971.15	18.7%
CI8042 585588 Disability Insura	68	0	68	11.10	.00	56.90	16.3%
CI8042 586088 Health Insurance	28,133	0	28,133	5,689.35	.00	22,443.65	20.2%
CI8042 588988 Eap Fringe	16	0	16	2.95	.00	13.05	18.4%
<b>TOTAL 504 Coordinator/Safety</b>	<b>272,895</b>	<b>161,000</b>	<b>433,895</b>	<b>38,621.77</b>	<b>141,728.49</b>	<b>253,544.74</b>	<b>41.6%</b>
<b>TOTAL Liability Insurance Fund</b>	<b>272,895</b>	<b>161,000</b>	<b>433,895</b>	<b>38,621.77</b>	<b>141,728.49</b>	<b>253,544.74</b>	<b>41.6%</b>
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-509.02</b>	<b>.00</b>	<b>509.02</b>	
<b>TOTAL EXPENSES</b>	<b>272,895</b>	<b>161,000</b>	<b>433,895</b>	<b>39,130.79</b>	<b>141,728.49</b>	<b>253,035.72</b>	
<b>GRAND TOTAL</b>	<b>272,895</b>	<b>161,000</b>	<b>433,895</b>	<b>38,621.77</b>	<b>141,728.49</b>	<b>253,544.74</b>	<b>41.6%</b>

\*\* END OF REPORT - Generated by Freyvogel, Christine \*\*

REFERRED TO:

LEGISLATIVE WORKSESSION  
LEGAL/FINANCE COMMITTEE

RESOLUTION NO. -25

RE-APPOINT MEMBER TO BOARD OF ETHICS

WHEREAS: Jenny Ceccherelli's first term on the Ethics Board expires as of March 31, 2025; and

WHEREAS: Jenny Ceccherelli, a resident of Tioga County, has expressed an interest and willingness to serve another term on the Board of Ethics; therefore be it

RESOLVED: That Jenny Ceccherelli is hereby re-appointed to the Board of Ethics for a second term beginning April 1, 2025 through March 31, 2028.

REFERRED TO:

LEGISLATIVE WORKSESSION  
LEGAL/FINANCE COMMITTEE

RESOLUTION NO. -25

RE-APPOINT MEMBER TO BOARD OF ETHICS

WHEREAS: Jenny Ceccherelli's first term on the Ethics Board expires as of March 31, 2025; and

WHEREAS: Jenny Ceccherelli, a resident of Tioga County, has expressed an interest and willingness to serve another term on the Board of Ethics; therefore be it

RESOLVED: That Jenny Ceccherelli is hereby re-appointed to the Board of Ethics for a second term beginning April 1, 2025 through March 31, 2028.



REFERRED TO: FINANCE/LEGAL COMMITTEE  
LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AUTHORIZE ACCEPTANCE OF YEAR EIGHT  
FUNDING FROM THE NYS OFFICE OF INDIGENT  
LEGAL SERVICES AND ACCEPT YEAR EIGHT  
FUNDING FOR HURRELL-HARRING GRANT AND  
AMEND 2025 BUDGET

WHEREAS: By Resolution No. 432-23 adopted on November 14, 2023, Tioga County entered into a three-year agreement with the New York State Office of Indigent Legal Services for distribution of funds to provide representation to persons legally entitled to counsel but unable to hire an attorney; and

WHEREAS: The allocated amount to Tioga County from NYS Office of Indigent Legal Services for the fiscal year April 2025 – March 2026 is \$781,014.42; and

WHEREAS: It is necessary for Tioga County to adopt the eighth-year funding budget for said distribution in said amount of \$781,014.42; and

WHEREAS: Said funding in the amount of \$781,014.42 needs to be appropriated and the 2025 budget be amended; therefore be it

RESOLVED: That the Tioga County Legislature hereby approves the eighth-year budget of said distribution in the amount of \$781,014.42; and be it further

RESOLVED: That upon execution of the eighth-year contract amendment, the ILS HH Grant of \$781,014.42 subtracting out the \$383,128.84 of Salary and Fringe expenses that Tioga County has already appropriated to the 2025 Budget be amended as follows:

Revenue Account: A 1174 430260 AC State Aid Indigent	\$ 232,238.57
A 1174 430260 PD State Aid Indigent	\$ 548,775.85

Expense Account: A 1174 510010 Full Time Salary	\$ 1,719.06
A 1174 510020 Part Time Salary	\$ 115,255.34

A 1174 520090 AC Computers	\$ 900.00
A 1174 520200 AC Office Equipment	\$ 3,000.00
A 1174 520210 AC Furniture	\$ 1,000.00
A 1174 540030 AC Assigned Counsel	\$ 10,000.00
A 1174 540040 PD Books	\$ 2,600.00
A 1174 540040 AC Books	\$ 1,900.00

A 1174 540140 PD Contracted Services	\$	21,000.00
A 1174 540140 AC Contracted Services	\$	35,000.00
A 1174 540180 PD Dues	\$	1,500.00
A 1174 540280 AC Investigations	\$	32,064.72
A 1174 540280 PD Investigations	\$	30,000.00
A 1174 540390 PD Mileage	\$	5,000.00
A 1174 540420 AC Supplies	\$	1,770.85
A 1174 540550 AC Rent	\$	26,100.00
A 1174 540550 PD Rent	\$	18,000.00
A 1174 540620 AC Software Expenses	\$	19,000.00
A 1174 540620 PD Software Expenses	\$	9,500.00
A 1174 540640 AC Other Supplies/not office	\$	250.00
A 1174 540733 AC Training/CLE	\$	2,500.00
A 1174 540733 PD Training/CLE	\$	2,000.00
A 1174 581088 Retirement	\$	-4770.00
A 1174 583088 Social Security	\$	21,520.23
A 1174 583088 Medicare	\$	11,940.00
A 1174 585588 Disability	\$	32.88
A 1174 584088 Workers Comp	\$	5,612.24
A 1174 586088 Health Ins/HRA	\$	23,403.18
A 1174 588988 EAP	\$	87.08

REFERRED TO: FINANCE/LEGAL/SAFETY COMMITTEE

RESOLUTION NO. -25 AUTHORIZATION TO APPLY FOR A  
STATE GRANT FROM NEW YORK STATE  
HOMELAND SECURITY AND EMERGENCY SERVICES

WHEREAS: New York State has released a grant opportunity titled "FY2022 Critical Infrastructure Grant Program Request for Applications (RFA)"; and

WHEREAS: The Tioga County Safety Office desires to pursue this grant opportunity to assist in the implementation of security measures for 56 Main Street; and

WHEREAS: Although the amount of the grant funding is not yet determined, as it will be based upon the competitive award process, the Safety Office will be requesting \$11,000; and

WHEREAS: The Tioga County Safety Office has partnered with Emergency Services, Information Technology, and the Department of Public Works on this potential grant opportunity; and

WHEREAS: Section 9, former County Policy 47, requires Legislative approval for grant applications that will require the signature of the Chief Elected Official; therefore be it

RESOLVED: That the Tioga County Safety Office is authorized to submit an application for the "FY2022 Critical Infrastructure Grant Program Request for Applications (RFA)" grant.