

# 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](http://www.TiogaCountyNY.gov)

**Cathy Haskell** Legislative Clerk **Stephanie Baldwin** Deputy Legislative Clerk



## **LEGISLATIVE SUPPORT AGENDA** **THURSDAY, JUNE 5, 2025**

### **MINUTES**

- Approval of May 8, 2025 minutes

### **FINANCIAL**

- 2025 Year to Date Budget Report
- 2025 County Auditor Accounts Payable Update
- 2026 Budget

### **OLD BUSINESS**

- May 2025 Meetings
- Driver Training
- Sales Tax Extender (2 Year)

### **NEW BUSINESS**

- Legislative Clerk Conference Update
- SAVE THE DATE: NYSAC Fall Conference – 9/8 – 9/10/25 (Niagara Falls, NY)
- June 2025 Legislative Meeting

### **PERSONNEL**

- None

### **RESOLUTIONS**

- F01 – Appoint County Legislator

### **PROCLAMATIONS**

- None

### **ADJOURNMENT**

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## Legislative Support Minutes

May 8, 2025

1:00 p.m.

### ATTENDANCE

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

**Staff:** Legislative Clerk Haskell, Deputy Legislative Clerk Baldwin, County Attorney DeWind.

**Guests:** Matt Freeze, Reporter, Morning Times

### APPROVAL OF MINUTES

Legislator Brown made the motion, seconded by Legislator Flesher to approve the April 10, 2025 Legislative Support minutes, as written. Motion carried.

### FINANCIAL

**2025 YTD Budget Reports:** Ms. Haskell reported 31.9% utilization noting the microfilming of the 2024 Journal of Proceedings and 2023 Annual Reports was recently completed and the invoice has been paid.

**County Auditor Accounts Payable Report:** Ms. Haskell reported the following accounts payable report for the month of April. This report is included in today's committee agenda packet. Ms. Haskell reported we are continuing to see a need to reject certain invoices for necessary revisions, but this has not been an issue.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
April	685	\$2,224,766.14	173	\$48,617.27

### OLD BUSINESS

#### April 2025 Meetings:

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

- Fourth Regular Legislature Meeting – April 15, 2025
- Second Special Legislature Meeting – April 24, 2025

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The Legislative Clerk attended the following meetings in April 2025:

- Policy Review Committee – April 3, 2025
- Legislative Committees – April 8 and 10, 2025
- Legislative Worksessions – April 10 and 24, 2025
- Finance, Legal & Safety Committee – April 15, 2025
- Fourth Regular Legislature Meeting – April 15, 2025
  - Executive Team Meeting – April 17, 2025
- Second Special Legislature Meeting – April 24, 2025
  - Leaders Meeting – April 29, 2025

**Sales Tax Extender (2 Year):** Ms. Haskell reported the current Sales Tax Extender legislation is still pending. Ms. Haskell reported NYSAC recently issued a 2025 end of session Legislative priorities document and one of the County priorities identified was granting Counties sales tax permanency at their existing rates and authorize all counties to raise sales tax rates to 4%. In the event this was to occur, this would negate the need to do a sales tax extender resolution every two years.

## NEW BUSINESS

**2024 Journal of Proceedings and 2023 Annual Reports** – Ms. Haskell reported the Director of Records Management & Fixed Assets notified her that the microfilming of these Legislative records have been completed and received. Ms. Haskell reported the invoice for this annual service has been paid.

**Legislator Mullen Service Name Plate:** Ms. Haskell reported she submitted an order on May 1, 2025 for former Legislator Mullen's service name plate that will be installed on the new Legislator Service Wall Plaque outside of the Hubbard Auditorium. Ms. Haskell received correspondence from the vendor on May 7, 2025 indicating the order has been placed and proof is forthcoming.

## May 2025 Legislative Meeting:

- **Prayer, Pledge, Voting:** Chair Sauerbrey will lead us in the prayer, pledge and voting process for the May 13, 2025 Legislature meeting.
- **Recognition Resolution:** There is one recognition resolution that will be read and presented at the May 13, 2025 Legislature meeting. Legislator Standinger will read and present to former Legislator Dennis Mullen.

**Recognizing Dennis M. Mullen's 9 Years of  
Dedicated Service to the Tioga County Legislature**

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- **Proclamations:** There are three proclamations for the May 13, 2025 Legislature meeting:

### ***American Stroke Month –***

The proclamation will be read by Legislator Standinger and presented to Kristin Russell, Public Health Educator.

### ***Foster Care Awareness Month –***

The proclamation will be noted in the minutes of the May 13, 2025 Legislature meeting.

### ***Mental Health Awareness –***

The proclamation will be noted in the minutes of the May 13, 2025 Legislature meeting.

- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the May 13, 2025 Legislature meeting.
- **Late-File Resolutions:** Ms. Haskell reported she is unaware of any late-file resolutions at this time.

## **PERSONNEL**

- **Legislative Clerk Conference:** Ms. Haskell reported she will be out of the office May 14-16, 2025 attending the annual NYS Association of Clerks of County Legislative Boards (NYSACCLB) conference in Java Center, NY. Ms. Haskell reported she will be accessible by email during this time.

## **RESOLUTIONS**

- E01 – Resolution Recognizing Dennis M. Mullen's 9 Years of Dedicated Service to the Tioga County Legislature.

## **PROCLAMATIONS**

- None

## **ADJOURNMENT**

Meeting adjourned at 1:14 p.m.

Respectfully submitted,

*Cathy Haskell*

Legislative Clerk

**Tioga County**  
**YEAR-TO-DATE BUDGET REPORT**

FOR 2025 06

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>A1010 Legislative Board</b>							
A1010 510010 Full Time	291,186	0	291,186	107,169.23	.00	184,016.77	36.8%
A1010 510050 All Other(On Call,	9,894	0	9,894	4,816.70	.00	5,076.95	48.7%
A1010 540010 Advertising	700	0	700	80.00	.00	620.00	11.4%
A1010 540140 Contracting Servic	100	0	100	.00	.00	100.00	.0%
A1010 540180 Dues	300	0	300	300.00	.00	.00	100.0%
A1010 540320 Leased/Service Equ	2,100	0	2,100	670.30	165.18	1,264.52	39.8%
A1010 540340 Literature	695	0	695	306.03	.00	388.97	44.0%
A1010 540390 Mileage Expense	3,450	0	3,450	1,201.34	.00	2,248.66	34.8%
A1010 540420 Office Supplies	700	0	700	181.34	.00	518.66	25.9%
A1010 540480 Postage	215	0	215	44.08	.00	170.92	20.5%
A1010 540485 Printing/Paper	150	0	150	.00	.00	150.00	.0%
A1010 540520 Recording/Microfil	450	0	450	416.00	.00	34.00	92.4%
A1010 540640 Supplies (Not Offi	400	0	400	100.00	.00	300.00	25.0%
A1010 540660 Telephone	955	0	955	64.94	.00	890.06	6.8%
A1010 540732 Training/County Re	7,950	0	7,950	2,940.00	.00	5,010.00	37.0%
A1010 581088 State Retirement F	34,691	0	34,691	13,267.35	.00	21,423.33	38.2%
A1010 583088 Social Security Fr	22,497	0	22,497	8,388.39	.00	14,108.61	37.3%
A1010 584088 Workers Compensati	13,145	0	13,145	5,131.04	.00	8,013.96	39.0%
A1010 585588 Disability Insuran	136	0	136	37.61	.00	98.11	27.7%
A1010 586088 Health Insurance F	156,512	0	156,512	73,981.91	.00	82,530.09	47.3%
A1010 588988 Eap Fringe	176	0	176	69.29	.00	106.71	39.4%
TOTAL Legislative Board	546,401	0	546,401	219,165.55	165.18	327,070.32	40.1%
TOTAL General Fund	546,401	0	546,401	219,165.55	165.18	327,070.32	40.1%
TOTAL EXPENSES	546,401	0	546,401	219,165.55	165.18	327,070.32	

TIOGA COUNTY, NEW YORK

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### COUNTY AUDITOR ACCOUNTS PAYABLE UPDATE – MAY 2025

MONTH/ QUARTER	AP INVOICES	AP INVOICE TOTALS	P-CARD TRANSACTIONS	P-CARD TOTAL
May	857	\$1,772,298.09	189	\$41,027.17

REFERRED TO:

LEGISLATIVE WORKSESSION  
PERSONNEL COMMITTEE

RESOLUTION NO. -25

APPOINT COUNTY LEGISLATOR

WHEREAS: District 5 Legislative position representing the Village of Waverly and Town of Barton has been vacant since May 2, 2025; and

WHEREAS: The term of office for Legislative District 5 runs until December 31, 2025; and

WHEREAS: Pursuant to Local Law 3 of 2016, Legislative District 5 vacancy may be filled by Legislative appointment by way of majority vote until such time as the office is filled as a result of a general election as provided by law; and

WHEREAS: The next upcoming general election is November 4, 2025; and

WHEREAS: The Legislature has found and determined that a qualified resident-electror residing in the Village of Waverly shall be appointed to discharge the duties of District 5 Legislator until December 31, 2025 with the understanding that continued service is contingent upon the results of the November 4, 2025 general election; therefore be it

RESOLVED: That Andrew F. Aronstam is hereby appointed District 5 Legislator effective June 10, 2025 to discharge the duties of District 5 Legislator until December 31, 2025.