

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

July 10, 2025

1:00 p.m.

ATTENDANCE

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

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

Guest: Matt Freeze, Reporter, Morning Times

APPROVAL OF MINUTES

Legislator Roberts made the motion, seconded by Legislator Ciotoli to approve the June 5, 2025 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2025 YTD Budget Reports: Legislative Clerk Haskell reported 48.5% utilization noting the following non-recurring expenses: Accrual leave payout for former Deputy Legislative Clerk, Bronze Service Plaque for former Legislator Mullen, and NYSAC Fall Conference registrations for five (5) Legislators.

County Auditor Accounts Payable Report: Ms. Haskell reported the following accounts payable report for the month of June and 2nd Quarter of 2025. This report is included in today's committee agenda packet.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
June	647	\$1,585,673.79	214	\$4,804.25
2 nd Quarter	2,189	\$5,582,738.02	594	\$138,853.55

2026 Budget: Ms. Haskell reported she has begun the process of preparing the 2026 budget and does not foresee an issue with adhering to the zero-based budget directive.

Ms. Haskell proposed moving from daily paper delivery of the Press & Sun-Bulletin to digital copy for an annual savings of \$311.00 All Legislators were in favor.

Ms. Haskell reported the final Legislative Office copier lease payment has been made and is waiting to receive guidance from Information Technology on how they want to proceed. This may not be known until a new Chief Information Officer is hired. Ms. Haskell reported she will maintain the same budget line for 2026.

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OLD BUSINESS

June 2025 Meetings:

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

- Sixth Regular Legislature Meeting – June 10, 2025
- Fourth Special Legislature Meeting – June 19, 2025

The Legislative Clerk attended the following meetings/trainings in June 2025:

- Legislative Standing Committee Meetings – June 3 and 5, 2025
 - Legislative Worksessions – June 5 and 19, 2025
 - Coroner Meeting – June 6, 2025
- Finance, Legal & Safety Committee – June 10, 2025
 - Sixth Regular Legislature Meeting – June 10, 2025
 - Executive Committee Meeting – June 12, 2025
 - Fourth Special Legislature Meeting – June 19, 2025
- New Legislator Orientation for Legislator Aronstam – June 19, 2025
- Parliamentary Procedure Zoom Training (Roberts Rules of Order)- June 22, 2025
 - Active Shooter Training – June 23, 2025
- Munis Training w/Veterans' Service Agency Director – June 24 and July 7, 2025
 - IT Steering Committee – June 24, 2025
 - Coroner's 2026 Budget Meeting – June 26, 2025
 - Policy Review Committee – June 26, 2025

Sales Tax Extender (2 Year): Ms. Haskell reported the Sales Tax Extender legislation is pending Governor Hochul's signature. A resolution has been prepared and emailed to County Attorney DeWind for his review. Ms. Haskell reported she has sent email correspondence to the County's assigned NYS Taxation & Finance attorney regarding timeframe for instructions and guidance and when this information is received, the resolution will be emailed to the NYS Taxation & Finance attorney for his review.

Strategic Plan Update (Legislative Clerk): Ms. Haskell reported that in December 2024 she requested inclusion in the County's Strategic Plan with the addition of a 2nd Deputy Legislative Clerk position as a long-term goal for 2026-2027. Ms. Haskell reported she would like to continue to keep this long-term goal for future planning. All Legislators were in favor.

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NEW BUSINESS

Amend Local Law No. 1 of 2024: 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 with a sunset date of December 31, 2025.

Ms. Haskell reported this program began in 2021 and at that time the County adopted Local Law No. 3 of 2021 with a sunset date of December 31, 2023.

Ms. Haskell reported she received a letter from NYS DEC Division of Fish and Wildlife in June announcing that with the passage of the NYS Budget, this program has been extended through December 31, 2028 and encouraged counties to amend or adopt a new local law without a sunset date using language that the local law remains in effect as long as the State Legislature extends Environmental Conservation Law (ECL) Section 11-0935. This new local law will be for the fall 2026 deer season.

Ms. Haskell proposed preparing a new local law effective January 1, 2026 and allowing the current local law to sunset on December 31, 2025 rather than amending our current local law. All Legislators were in favor.

Ms. Haskell will prepare a new local law for Legislature consideration with an effective date of January 1, 2026 and including language that the local law remains in effect as long as the State Legislature extends the ECL legislation.

Reschedule Ninth Regular Legislature Meeting and Finance, Legal & Safety Committee (9/9/25): Ms. Haskell reported the Ninth Regular Legislature Meeting and Finance, Legal & Safety Committee on September 9, 2025 conflicts with the Fall NYSAC Conference and we will not have a quorum to conduct these meetings. Ms. Haskell proposed rescheduling the meetings to Thursday, September 11th or moving the meetings to the following week on Tuesday, September 16th at the regular time. Legislators were in favor of rescheduling the September Legislature meeting and Finance, Legal & Safety Committee to Tuesday, September 16th at their respective times. Ms. Haskell will update the Legislative Calendar and September Committee Meeting Notice and distribute accordingly.

NYSACCLB Association Sponsored Training: Ms. Haskell reported she participated in a Parliamentary Procedure Zoom training on Sunday, June 22nd, from 5:00 – 7:00 p.m. regarding Roberts Rules of Order/Parliamentary Procedure that her Legislative Clerk's Association sponsored.

July 2025 Legislative Meeting:

- **Prayer, Pledge, Voting:** Legislator Aronstam will lead us in the prayer, pledge and voting process for the July 15, 2025 Legislature meeting.

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- **"I Voted" Sticker Presentation:** Chair Sauerbrey, along with Board of Elections Commissioners Johnson and Wahls will be awarding certificates to the three category winners at the July 15, 2025 Legislature meeting.
- **Recognition Resolutions:** There is one recognition resolution for the July 15, 2025 Legislature meeting that will just be noted, as Ms. Ayers is unable to attend.
 - ***Resolution Recognizing Marietta Ayers' 20 Years of Dedicated Service to Tioga County***
- **Management/Confidential Salary Committee Appointment:** Chair Sauerbrey will be appointing the following Legislators and staff to this committee at the July 15, 2025 Legislature meeting:
 - Personnel Officer
 - County Administrator
 - Commissioner of Public Works
 - Public Health Director of Administrative Services
 - Chair of Personnel Committee
 - Legislative Representative*
 - Secretary to the Sheriff

***The Legislative Representative will be appointed annually with Legislator Ciotoli serving in 2025.**

- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the July 15, 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 July 15, 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:** Ms. Haskell reported the position has been posted on the County website and Indeed. Applications are continuing to be received and reviewed and anticipates scheduling interviews later this month.

RESOLUTIONS

- None

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PROCLAMATIONS

- None

ADJOURNMENT

Meeting adjourned at 2:55 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk