



LEGISLATIVE SUPPORT AGENDA
THURSDAY, OCTOBER 6, 2022
1:00 P.M.

APPROVAL OF MINUTES

- Approval of September 8, 2022 minutes

FINANCIAL

- Year to Date Budget Report

OLD BUSINESS

- September 2022 Meetings

NEW BUSINESS

- October 2022 Legislative Meetings

PERSONNEL

- N/A

RESOLUTIONS

- N/A

PROCLAMATIONS

- N/A

ADJOURNMENT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 10

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
A General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
A1010 Legislative Board							
A1010 510010 Full Time	259,191	0	259,191	185,217.77	.00	73,973.23	71.5%
A1010 510020 Part Time/Temporar	2,746	0	2,746	1,901.16	.00	844.84	69.2%
A1010 510050 All Other(On Call,	8,487	0	8,487	3,798.48	.00	4,688.42	44.8%
A1010 520070 Chairs	0	500	500	.00	.00	500.00	.0%
A1010 540010 Advertising	350	200	550	359.31	.00	190.69	65.3%
A1010 540140 Contracting Servic	100	0	100	32.40	.00	67.60	32.4%
A1010 540180 Dues	100	0	100	100.00	.00	.00	100.0%
A1010 540320 Leased/Service Equ	2,700	0	2,700	1,360.35	.00	1,339.65	50.4%
A1010 540340 Literature	445	0	445	312.82	.00	132.18	70.3%
A1010 540390 Mileage Expense	4,800	-575	4,225	1,413.69	.00	2,811.31	33.5%
A1010 540420 Office Supplies	1,000	0	1,000	196.27	.00	803.73	19.6%
A1010 540480 Postage	315	0	315	166.12	.00	148.88	52.7%
A1010 540485 Printing/Paper	350	-350	0	.00	.00	.00	.0%
A1010 540520 Recording/Microfil	200	125	325	325.00	.00	.00	100.0%
A1010 540640 Supplies (Not Offi	400	0	400	240.99	.00	159.01	60.2%
A1010 540660 Telephone	1,205	0	1,205	444.76	.00	760.24	36.9%
A1010 540732 Training/County Re	2,200	100	2,300	1,411.00	.00	889.00	61.3%
A1010 581088 State Retirement F	35,538	0	35,538	26,231.03	.00	9,307.39	73.8%
A1010 583088 Social Security Fr	19,834	0	19,834	13,545.31	.00	6,288.21	68.3%
A1010 584088 Workers Compensati	15,917	0	15,917	11,361.64	.00	4,555.60	71.4%
A1010 585588 Disability Insuran	204	0	204	99.18	.00	104.54	48.7%
A1010 586088 Health Insurance F	192,221	0	192,221	123,591.10	.00	68,630.10	64.3%
A1010 588988 Eap Fringe	190	0	190	130.40	.00	59.96	68.5%
TOTAL Legislative Board	548,493	0	548,493	372,238.78	.00	176,254.58	67.9%
TOTAL General Fund	548,493	0	548,493	372,238.78	.00	176,254.58	67.9%
TOTAL EXPENSES	548,493	0	548,493	372,238.78	.00	176,254.58	



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

FOR 2022 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	548,493	0	548,493	372,238.78	.00	176,254.58	67.9%

** END OF REPORT - Generated by Haskell, Cathy **



Legislative Support Minutes
September 8, 2022
1:00 p.m.

ATTENDANCE

Legislators: Legislators Brown, Ciotoli, Mullen, Roberts, Sauerbrey, Standinger, and Weston were present with Legislators Hollenbeck and Monell being absent.

Staff: Legislative Clerk Haskell, Deputy Legislative Clerk Eiklor, County Attorney DeWind, Budget Officer Bailey, Safety Officer Thorpe, Commissioner of Public Works Hammond, and Personnel Officer Parke.

Guests: None

APPROVAL OF MINUTES

Legislator Standinger made the motion, seconded by Legislator Brown to approve the August 4, 2022 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2022 YTD Budget Report: Legislative Clerk Haskell reported the 2022 YTD Budget Report was emailed to all Legislators prior to this meeting and is included in today's committee agenda packet. Ms. Haskell reported the Legislative Office has expended 60.5% of their budget to date, which is slightly less than the percentage expended last year at this time. There is nothing notable to report at this time.

OLD BUSINESS

August 2022 Meetings:

Minutes were taken, typed, copied, indexed, and put on disc for the Legislature and Journal of Proceedings for the following Legislature meetings in August 2022:

- Eighth Regular Legislature Meeting – August 9, 2022

The Legislative Clerk attended the following meetings in August 2022:

- Legislative Standing Committees – August 2 and 4, 2022
- Legislative Worksessions – August 4 and 18, 2022
- Eighth Regular Legislative Meeting – August 9, 2022
- Leadership Tioga – August 10, 2022
- Executive Team Meeting – August 11, 2022
- Leaders Meeting – August 23, 2022

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 **Amy Eiklor** Deputy Legislative Clerk

NEW BUSINESS

Department Head Evaluations – Ms. Haskell reminded the Legislators that the Department Head evaluations are due no later than September 9, 2022 in the Personnel Office.

Employee Recognition Luncheon – Ms. Haskell reminded the Legislators that the Employee Recognition Luncheon will be held on September 28, 2022 from 12:00 – 2:00 p.m. at Donoli's Restaurant. Those wishing to attend need to RSVP and submit payment to Camille Mattison-Corneby in the Personnel Office no later than September 13, 2022.

September 2022 Legislative Meeting - The Ninth Regular Legislature meeting will be held on Tuesday, September 13, 2022, at 12:00 p.m. with Finance, Legal, and Safety Committee meeting held just prior at 10:30 a.m. Legislator Standing will lead the Legislature in the prayer, pledge, and voting process.

There is one (1) recognition resolution this month; **Recognizing Carlton Snapp's 35 Years of Dedicated Service to Tioga County – Public Works Department.** Mr. Snapp will not be attending the September 13, 2022 Legislative meeting, however, Commissioner of Public Works Hammond will accept and speak on behalf of the employee at the September 13, 2022 Legislature meeting.

There are four (4) proclamations:

- **Employee Recognition and Appreciation Week (September 19-23, 2022)** – Employee Recognition Committee member, Steven Palinosky, will read and present the resolutions to the five (5) honorees for their 25 years of service.
- **Healthy Aging Month** – Legislator Standing will read and present this resolution to Laura Bennett, Public Health Educator, at the September 13, 2022 Legislature meeting.
- **Child Welfare Appreciation Week** – Legislator Standing will read and present this resolution to Liz, Myers, Director of Social Services, at the September 13, 2022 Legislature meeting.
- **National Recovery Month in Tioga County** – This resolution has been read and presented in year's past, therefore, will be noted in the minutes of the September 13, 2022 Legislature meeting.

All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the September 13, 2022 Legislature Meeting with the following resolution being pulled and possibly re-presented as a late-file resolution at the Finance/Legal Committee to allow for additional discussion:

- **Reso 144 – Authorize Purchase of Hi Scan 5030C X-Ray System and a HIPEPLUS/PZ Metal Detector using American Rescue Plan Act (ARPA) Funds**

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Cathy Haskell Legislative Clerk **Amy Eiklor** Deputy Legislative Clerk

PERSONNEL

N/A

RESOLUTIONS

Reso 104 – 2022 Budget Modification and Transfer of Funds for Purchase of Office Chairs for the Legislative Office – Ms. Haskell reported the Legislative Office has two office chairs in need of replacement and does not have an established budget line for chairs in the 2022 budget. This resolution authorizes the purchase of the chairs and the budget modification to establish a budgetary line with the appropriate transfer of funds from existing budgetary lines. This resolution has been reviewed by the Budget Officer and Chief Accountant.

PROCLAMATIONS

N/A

EXECUTIVE SESSION

N/A

ADJOURNMENT

Legislator Standinger motioned to adjourn at 3:15 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk