

Office of the Legislative Clerk

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



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

Legislative Support Minutes

March 7, 2024

1:00 p.m.

ATTENDANCE

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

Staff: Legislative Clerk Haskell, County Attorney DeWind, Personnel Officer Parke, and ED&P Director Tinney

Guests: None

APPROVAL OF MINUTES

Legislator Mullen made the motion, seconded by Legislator Brown to approve the February 8, 2024 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2024 YTD Budget Report: The 2024 Legislative Office YTD Budget Report is included in today's committee agenda packet and was mailed to all Legislators and posted on the County website prior to this meeting. Ms. Haskell reported 16.5% utilization, noting this is slightly higher than last year at this time due to increased conference participation.

County Auditor Accounts Payable Report: Legislative Clerk Haskell reported the following accounts payable report for the month of February 2024 and noted this report is included in today's committee agenda packet.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
February	880	\$2,888,872.15	187	\$41,647.43

OLD BUSINESS

February 2024 Meetings:

Minutes were taken, typed, copied, indexed, and recorded for the Legislature and Journal of Proceedings for the following Legislature meetings in February 2024:

- Second Regular Legislature Meeting – February 13, 2024
- Public Hearing: Annual Agricultural District Inclusions – February 22, 2024
- Public Hearing: CDBG Microenterprise Grant Application – February 22, 2024

The Legislative Clerk attended the following meetings/events in February 2024:

- Legislative Standing Committees – February 6 and 8, 2024
- Legislative Worksessions – February 8 and 22, 2024

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- Finance, Legal & Safety Committee – February 13, 2024
- Second Regular Legislature Meeting – February 13, 2024
- Executive Team Meeting – February 15, 2024
- Leaders Meeting – February 20, 2024

Fixed Assets Inventory/Tagging of Chairs: Ms. Haskell spoke with County Clerk Klett regarding tagging all new chairs for the purpose of maintaining a fixed asset inventory. She was in favor of this and is in the process of working with the Director of Records Management & Fixed Assets.

NEW BUSINESS

2024 NYSAC Directory Update – Ms. Haskell reported she submitted the County staff/elected officials updated information to NYSAC on February 13, 2024.

Introduction of Local Law Introductory No. A of 2024 - Ms. Haskell reported as part of the enacted 2023-2024 State budget, the NYS DEC pilot program allowing 12-and-13-year-old licensed hunters to hunt with a firearm or crossbow under the supervision of an adult licensed hunter has been extended from December 31, 2023 to December 31, 2025. Counties interested in participating must opt-in via local law. Tioga County opted-in during the initial phase of this program via Local Law No. 3 of 2021 that had a sunset date of December 31, 2023.

A new Local Law is included in today's meeting agenda packet for Legislature consideration. Legislator Standinger has offered to introduce Local Law Introductory No. A of 2024 at the March 12, 2024 Legislature meeting.

Public Hearing: Local Law Introductory No. A of 2024 – Ms. Haskell reported a public hearing is required for this local law and a resolution to schedule this public hearing is included in today's meeting agenda packet and will be presented for Legislature consideration at the March 12, 2024 Legislature meeting.

The public hearing is scheduled for Thursday, March 22, 2024 at 10:00 a.m. in the Legislative Conference Room. A quorum is required to conduct the public hearing. Ms. Haskell further reported legal notices will be published in the designated newspapers and meeting notices posted on the County website and Legislative bulletin boards.

March 2024 Legislative Meeting:

- **Prayer, Pledge, Voting:** Legislator Ciotoli will lead us in the prayer, pledge and voting process at the March 12, 2024 Legislature meeting.

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- **Recognition Resolutions:** We have no recognition resolutions for the March Legislative meeting.
- **Proclamations:** We have two (2) proclamations; **Bell of Sessions/Emma Sedore Day** and **Public Health Week (April 1-7, 2024)**.

Bell of Sessions/Emma Sedore Day: Ms. Haskell reported an outdoor press event is scheduled for Tuesday, March 12, 2024 at 12:00 p.m. on the lawn of the Ronald E. Dougherty County Office Building. Legislator Mullen will read and present the proclamation to County Historian Sedore. Immediately following the press event, the Legislature will reconvene in the Hubbard Auditorium for commencement of the Third Regular Legislature meeting.

Public Health Week (April 1-7, 2024): Ms. Haskell reported the Public Health Week proclamation has been read and presented in previous years, therefore, will just be noted in the minutes of the March 12, 2024 Legislature meeting.

- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the March 12, 2024 Legislature meeting.
- **Late-File Resolutions:** Ms. Haskell reported she is unaware of any late-file resolutions at this time.

PERSONNEL

- None

RESOLUTIONS

- C25 – Schedule Public Hearing Local Law Introductory No. A of 2024

OTHER

None

EXECUTIVE SESSION

None

ADJOURNMENT

Meeting adjourned at 2:02 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk