


<p>Agenda</p> 	<p style="text-align: center;">TIOGA COUNTY LEGISLATURE</p> <p style="text-align: right;">7/9/2024 12:00 PM EDWARD D. HUBBARD AUDITORIUM Ronald E. Dougherty County Office Building 56 Main Street Owego NY 13827</p>	
<p>Meeting called by:</p>	<p>Chair Martha Sauerbrey</p>	
<p>Type of meeting:</p>	<p>7th Regular</p>	
<p>Attendees:</p>	<p>Legislator Brown Legislator Ciotoli Legislator Flesher Legislator Monell Legislator Mullen Legislator Roberts Legislator Sauerbrey Legislator Standinger</p>	
	<p style="text-align: center;">Agenda topics</p>	
<p>Invocation Pledge of Allegiance Recognition Resolution (1) Privilege of the Floor Approval of Minutes Petitions, Communications & Notices Appointments/Reappointments Reports Standing Committees</p>	<p>Legislator Mullen Legislator Mullen Jessica Williams, Sheriff's Office June 11 and 20, 2024</p>	

RESOLUTIONS

1. Erroneous Assessment Town of Barton
2. Execute Lease Extension with MCP Enterprises, Inc. for Child Advocacy Center
3. Authorize Acceptance of Year Seven Funding from the NYS Office of Indigent Legal Services and Accept Year Seven Funding for Hurrell-Harring Grant and Amend 2024 Budget
4. Authorize Acceptance of a Grant from the New York State Division of Criminal Justice Services, Establish New Budget Line and Amend 2024 Budget
5. Authorize Acceptance of a Grant from the New York State Division of Criminal Justice Services, Establish New Budget Line and Amend 2024 Budget
6. Authorize Commitment of Cash Match for Broome-Tioga Susquehanna Heritage Area Management Plan Amendment – Economic Development & Planning
7. Authorize Economic Development and Planning to Submit Application for NYS CDBG Public Facilities Program and Authorize Legislative Chair Signature on Grant Related Documents
8. Authorize Grant Application to NYS SWIMS Lifeguard Program in Partnership with the Village of Owego
9. Award Bid for Wilson Creek Road Pavement Overlay
10. Award 20 Court Street Carrier RTU Construction Proposal – Public Works
11. Amend Resolution No. 82-24; Award Design Services to Delta Engineers for County Office Building South Wing HVAC – Department of Public Works
12. Approve Contract, Appropriation of Funds, and Amend 2024 Budget – Social Services
13. Amend Budget and Transfer Funds – Public Works
14. Amend Budget & Appropriate Funds – Mental Hygiene

15. Transfer of Funds, 2024 Budget Modification – Mental Hygiene
16. Modify 2024 Budget and Transfer Funds – DMV
17. Transfer of Funds, 2024 Budget Modification – District Attorney
18. Request and Transfer Contingency Funds & Modify 2024 Budget – Assigned Counsel
19. Requesting Tioga County Veterans' Service Agency be Allowed to Exceed Food & Beverage Purchase Guidelines
20. Staff Change 2024 Budget – Public Health
21. Appoint Secretary to the 1st Assistant County Attorney – Law Department
22. Adjust Salary Range for 2nd Assistant County Attorney – Law Department
23. Appointment of Election Clerk (PT) – Board of Elections
24. Authorize Three (3) Position Reclassifications – Social Services
25. Authorize Creation of a Full-Time Certified Peer Specialist Position – Mental Hygiene
26. Authorize Creation of a Full-Time Senior Clinical Social Worker Position – Mental Hygiene
27. Create (1) Full-Time Benefit Assistant Position – Personnel Department
28. Authorization to Fund and Fill Economic Development Specialist Position
29. Authorize Salary Above CSEA Base for Probation Officer
30. Approve Salary Above Hiring Base Deputy Sheriff Position – Sheriff's Office
31. Authorize Wage Reallocations within CSEA Salary Schedule – Probation Department

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -24 RESOLUTION RECOGNIZING
JESSICA WILLIAMS' 27 YEARS OF
DEDICATED SERVICE TO TIOGA COUNTY

WHEREAS: Jessica Williams was appointed as a Part-Time Corrections Officer on 6/21/97; appointed to a Full-Time Corrections Officer on 4/6/99; and then appointed to Corrections Sergeant on 2/18/06; and

WHEREAS: Jessica Willilams has been dedicated and loyal in the performance of her duties and responsibilities during her 27 years of service to Tioga County, thereby earning the respect of her colleagues and peers throughout Tioga County; and

WHEREAS: Jessica Williams will retire from the Tioga County Sheriff's Office on July 22, 2024; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Jessica Williams for her 27 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Jessica Williams.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -24 ERRONEOUS ASSESSMENT
TOWN OF BARTON

WHEREAS: An Application for Refund or Credit of Real Property Taxes for the year 2024 indicates that parcel #166.11-1-81 acct #1215 in the Town of Barton assessed to Jeffrey Terwilliger on the 2024 tax roll of the Town of Barton is erroneous in the fact the property owner submitted a renewal application for the Senior Citizen exemption. The amount of the exemption was contingent upon the owner's income. There was a clerical error in the calculation of the income used. The income used for his exemption was \$16,104.00 and it should have been \$10,092.00; therefore be it

RESOLVED: That a refund check for the overpayment of the 2024 tax in the amount of \$103.67 be issued to Jeffrey Terwilliger by the Tioga County Treasurer's Office as follows:

166.11-1-81	Original Bill #1368	Corrected Bill #1368
County	345.05	287.54
Townwide	118.69	72.53
Barton Fire	51.34	51.34
Total	515.08	411.41

And be it further

RESOLVED: That the erroneous County tax \$103.67 be charged back to the proper accounts of the Tioga County Treasurer's Office.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. - 24 EXECUTE LEASE EXTENSION WITH
MCP ENTERPRISES, INC. FOR
CHILD ADVOCACY CENTER

WHEREAS: The Department of Social Services has a lease with MCP Enterprises, Inc. for office space at 6 McMaster St. Owego for the Child Advocacy Center in Tioga County; and

WHEREAS: MPC Enterprises, Inc. has offered a six-month extension of this lease at the current monthly rate of \$900; therefore be it

RESOLVED: That the Chair of the Legislature is authorized and directed to sign said lease extension with MCP Enterprises, Inc. for space at 6 McMaster St., Suite #3, Owego, NY for a six-month lease term commencing on August 1, 2024 at the monthly rate of \$900.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AUTHORIZE ACCEPTANCE OF YEAR SEVEN
FUNDING FROM THE NYS OFFICE OF
INDIGENT LEGAL SERVICES AND ACCEPT
YEAR SEVEN FUNDING FOR HURRELL-
HARRING GRANT AND AMEND 2024 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 2024 – March 2025 is \$771,014.42; and

WHEREAS: It is necessary for Tioga County to adopt the seventh-year funding budget for said distribution in said amount of \$771,014.42; and

WHEREAS: Said funding in the amount of \$771,014.42 needs to be appropriated and the 2024 budget be amended; therefore be it

RESOLVED: That the Tioga County Legislature hereby approves the seventh-year budget of said distribution in the amount of \$771,014.42; and be it further

RESOLVED: That upon execution of the seventh-year contract amendment, the ILS HH Grant of \$771,014.42 subtracting out the \$30,000.00 of Investigation expenses that Tioga County has already appropriated to the 2024 Budget be amended as follows:

Revenue Account: A1174 430260 State Aid Indigent \$ 771,014.42

Expense Account: A 1174 510010 Full Time Salary	\$ 165,830.00
A 1174 510020 Part Time Salary	\$ 214,970.90
A 1174 520200 Office Equipment	\$ 2,750.00
A 1174 520250 Remodeling	\$ 46,100.00
A 1174 520210 Other Furniture	\$ 3,250.00
A 1174 540030 Assigned Counsel	\$ 10,000.00
A 1174 540040 Books	\$ 3,500.00
A 1174 540140 Contracted Services	\$ 46,000.00

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A 1174 540180 Dues	\$	1,500.00
A 1174 540280 Investigations	\$	45,529.42
A 1174 540320 Leased Services	\$	2,000.00
A 1174 540390 Mileage	\$	5,000.00
A 1174 540420 Office Supplies	\$	1,500.00
A 1174 540550 Rent	\$	18,000.00
A 1174 540620 Software Expenses	\$	9,500.00
A 1174 540640 Supplies (Not Office)	\$	250.00
A 1174 540733 Training/CLE	\$	4,500.00
A 1174 581088 Retirement	\$	29,281.91
A 1174 583088 Social Security	\$	26,830.58
A 1174 585588 Disability	\$	179.35
A 1174 584088 Workers Comp	\$	10,515.65
A 1174 586088 Health Ins/HRA	\$	93,887.04
A 1174 588988 EAP	\$	139.57

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AUTHORIZE ACCEPTANCE OF A GRANT
FROM THE NEW YORK STATE DIVISION OF
CRIMINAL JUSTICE SERVICES, ESTABLISH NEW
BUDGET LINE AND AMEND 2024 BUDGET

WHEREAS: Tioga County has been notified by NYS Division of Criminal Justice Services of a grant award notice for \$63,049.00 for Aid to Defense for Discovery Reform for the time period of April 1, 2023 – March 31, 2025; and

WHEREAS: It is necessary for Tioga County to accept the grant funding for the distribution in said amount of \$63,049.00; and

WHEREAS: Said funding in the amount of \$63,049.00 needs to be appropriated and the 2024 budget be amended; and

WHEREAS: Acceptance of grant funding and appropriation of funds require Legislature approval; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts the NYS Division of Criminal Justice Services Grant of said distribution in the amount of \$63,049.00; and be it further

RESOLVED: That the following budget lines be established with project codes: Legal Fees (A1172.540330.DOCJS) and Contracted Services (A1170.540140.DOCJS) in the 2024 Budget; and be it further

RESOLVED: That upon receipt of the funds through the Division of Criminal Justice Services Grant of \$63,049.00, the 2024 Budget be amended as follows:

Revenue Accounts: A1170.430250 – State Aid DOCJS	\$ 31,524.50
A1172.430250 - State Aid DOCJS	\$ 31,524.50

Expense Accounts: A1172.540330.DOCJS – Legal Fees	\$31,524.50
A1170.540140.DOCJS – Contracted Services	\$31,524.50

And be it further

RESOLVED: That available funds on 12/31/24 of the original grant award of \$63,049.00 allocated in each of these budget lines be carried forward into the New Year 2025.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AUTHORIZE ACCEPTANCE OF A GRANT
FROM THE NEW YORK STATE DIVISION OF
CRIMINAL JUSTICE SERVICES, ESTABLISH NEW
BUDGET LINE AND AMEND 2024 BUDGET

WHEREAS: Tioga County has been notified by NYS Division of Criminal Justice Services of a grant award notice for \$63,049.00 for Aid to Defense for Supplemental Reform for the time period of April 1, 2023 – March 31, 2025; and

WHEREAS: It is necessary for Tioga County to accept the grant funding for the distribution in said amount of \$63,049.00; and

WHEREAS: Said funding in the amount of \$63,049.00 needs to be appropriated and the 2024 budget be amended; and

WHEREAS: Acceptance of grant funding and appropriation of funds require Legislature approval; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts the NYS Division of Criminal Justice Services Grant of said distribution in the amount of \$63,049.00; and be it further

RESOLVED: That the following budget lines be established with project codes: Investigations (A1170.540280.DOCJS) and Office Equipment (A1170.520200.DOCJS) in the 2024 Budget; and be it further

RESOLVED: That upon receipt of the funds through the Division of Criminal Justice Services Grant of \$63,049.00, the 2024 Budget be amended as follows:

Revenue Accounts: A1170.430250.DOCJS – State Aid DOCJS \$ 31,524.50
A1172.430250.DOCJS – State Aid DOCJS \$ 31,524.50

Expense Accounts: A1172.540330.DOCJS – Legal Fees \$ 31,524.50
A1170.540280.DOCJS – Investigations \$ 25,024.50
A1170.520200.DOCJS – Office Equipment \$ 6,500.00

And be it further

RESOLVED: That available funds on 12/31/24 of the original grant award of \$63,049.00 allocated in each of these budget lines be carried forward into the New Year 2025.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -24 AUTHORIZE COMMITMENT OF
CASH MATCH FOR BROOME-TIOGA
SUSQUEHANNA HERITAGE AREA
MANAGEMENT PLAN AMENDMENT
ECONOMIC DEVELOPMENT & PLANNING

WHEREAS: Tioga County has been part of the Susquehanna Heritage Area along with Broome County since the Susquehanna Heritage Area Management Plan Amendment of 2009 expanded the area to the two designated counties; and

WHEREAS: The 2009 Susquehanna Heritage Area Management Plan is out of date and in need of modernizing to current day circumstances; and

WHEREAS: Broome County Department of Planning and Economic Development is writing and submitting a grant application to NYS Empire State Development's (ESD) Strategic Planning and Feasibility Studies program to update the 2009 Plan to an Arts and Cultural Master Plan for Broome and Tioga Counties; and

WHEREAS: The Arts and Cultural Master Plan will provide Broome and Tioga counties with an understanding of how they can improve and promote historic, cultural, and creative assets and identify opportunities to further increase tourism and economic activity; and

WHEREAS: There is a 50% cash match requirement for this ESD grant program and Broome County has requested that Tioga County partner to provide the cash match; and

WHEREAS: In 2025, Economic Development and Planning will have \$5,000 total available between the two budget line items of A8020.540590 Services Rendered (\$2,500) and A6422.540590 Services Rendered (\$2,500) to commit as Tioga County's cash match to said grant application; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes earmarking a total cash match commitment of \$5,000 from the 2024 Economic Development and Planning budgets as specified; and be it further

RESOLVED: That if Broome County Department of Planning and Economic Development is awarded the grant request from NYS Empire State Development in late fall of 2024 these funds be carried forward to the specified accounts in 2025.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -24 AUTHORIZE ECONOMIC DEVELOPMENT AND PLANNING TO SUBMIT APPLICATION FOR NYS CDBG PUBLIC FACILITIES PROGRAM AND AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON GRANT RELATED DOCUMENTS

WHEREAS: Catholic Charities Tompkins/Tioga has a Tioga Outreach Center that offers food rescue and life skills training, as well as offering hot and nutritious meals for Tioga County children and adults; and

WHEREAS: Catholic Charities Tompkins/Tioga has relocated to an office space that does not have the necessary certified kitchen and has found the purchase of a mobile food truck would provide better mobility and therefore offer greater accessibility for Tioga County residents; and

WHEREAS: The proposed purchase of a mobile food truck at the estimated cost not to exceed \$400,000 will be funded through Community Development Block Grant (CDBG) Public Facilities Program; and

WHEREAS: This grant source, administered by the NYS Office of Community Renewal, requires no local match and allows a maximum request of \$1 million in funding per application; and

WHEREAS: Per Resolution No. 191-24, a Public Hearing was held June 20, 2024 and no comments were received; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes submission and administration of said grant to New York State Office of Community Renewal in the amount not to exceed \$400,000; and be it further

RESOLVED: That upon award, authorizes the Chair of the Legislature to sign any and all grant-related contract and other paperwork, contingent upon review by the County Attorney.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -24 AUTHORIZE GRANT APPLICATION TO
NY SWIMS LIFEGUARD PROGRAM IN
PARTNERSHIP WITH THE VILLAGE OF OWEGO

WHEREAS: NYS DOS Division of Local Government Services is offering grant funds to cities and counties in partnership with municipalities to increase safe swimming opportunities and Tioga County is eligible for up to \$25,000; and

WHEREAS: The Village of Owego has approached Tioga County Department of Economic Development & Planning to partner on said grant application to fund increased lifeguard coverage at their Marvin Park Pool and said grant deadline is July 26, 2024; and

WHEREAS: The Village of Owego has provided a workplan for increased lifeguard coverage at Marvin Park pool in an amount not to exceed \$25,000; and

WHEREAS: The Village of Owego Board of Trustees has committed to up front the total project cost of up to \$25,000 as the grant operates on a reimbursement only basis; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes Tioga County Department of Economic Development & Planning to apply to the NYS SWIMS Lifeguard grant in partnership with the Village of Owego in an amount not to exceed \$25,000; and be it further

RESOLVED: That upon award, authorizes the Chair of the Legislature to sign any and all grant-related contract and other paperwork, contingent upon review by the County Attorney.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -24

AWARD BID FOR WILSON CREEK ROAD
PAVEMENT OVERLAY

WHEREAS: The Commissioner of Public Works budgeted for this project; and

WHEREAS: On June 28, 2024 the Department of Public Works received sealed bids from the following contractors:

Suit-Kote Corporation, Cortland NY	\$ 910,030.00
Broome Bituminous Products, Vestal NY	\$1,099,720.00
Dalrymple Gravel & Contracting, Pine City, NY	\$1,150,525.00
Lancaster Development, Richmondville NY	\$1,296,489.56
Barrett Paving Materials, Liverpool, NY	\$1,318,418.00
Elmira Road Materials, LLC, Binghamton, NY	\$1,397,120.00

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, Suit-Kote Corporation, Cortland NY not to exceed \$910,030.00 to be paid out of the Paving Projects Account H5110.540001.H2301.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -24 AWARD 20 COURT STREET CARRIER RTU
CONSTRUCTION PROPOSAL
PUBLIC WORKS

WHEREAS: Tioga County has been working with Postler & Jaeckle Corporation on Probation's AC unit; and

WHEREAS: The rooftop unit is nearing the end of its service life; and

WHEREAS: The Commissioner of Public Works received a proposal from Postler & Jaeckle Corporation for \$62,900.00, purchased under Broome Contract Reference #CA 11-1973-1; therefore be it

RESOLVED: That the Tioga County Legislature authorize awarding the proposal to Postler & Jaeckle Corporation, Endicott, NY not to exceed \$62,900.00 to be paid out of the following account:

H1620.520927 – Court Annex

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 AMEND RESOLUTION NO. 82-24;
AWARD DESIGN SERVICES TO
DELTA ENGINEERS FOR COUNTY OFFICE
BUILDING SOUTH WING HVAC
DEPARTMENT OF PUBLIC WORKS

WHEREAS: Resolution No. 82-24 awarded design services to Delta Engineers for County Office Building South Wing HVAC; and

WHEREAS: An amount of \$469 for direct expenses was not included; therefore be it

RESOLVED: That Resolution No. 82-24 be amended to include \$469 for direct expenses bringing the total not to be exceeded to \$30,088 to be paid out of the following account:

H1620.520911

Renovations 56 Main St

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 APPROVE CONTRACT, APPROPRIATION OF
FUNDS AND AMEND 2024 BUDGET
SOCIAL SERVICES

WHEREAS: Funding for Summer Youth Employment Programs was awarded (24-LCM-06) to Tioga County Department of Social Services from the Office of Temporary and Disability Assistance (OTDA); and

WHEREAS: The Office of Temporary and Disability Assistance has approved a plan for Broome-Tioga BOCES to administer the Summer Youth Employment Program; therefore be it

RESOLVED: That the Department of Social Services be authorized to contract with Broome-Tioga BOCES in an amount not to exceed \$127,738 for the period of July 9, 2024 to September 30, 2024; and be it further

RESOLVED: That upon approval of said contract funding be appropriated as follows:

From: A6010.446100 Federal Aid: Administration	\$ 137,738
To: A6010.540140 Contracting Services	\$ 127,738
To: A6010.540487 Program Expense	\$ 10,000

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 AMEND BUDGET AND TRANSFER FUNDS
PUBLIC WORKS

WHEREAS: Tioga County has budgeted for 56 Main Street South Wing HVAC;
and

WHEREAS: The Commissioner of Public Works has received bids for the new
HVAC system and there are insufficient funds for this project in the current
budget; and

WHEREAS: Funds are available in another capital line item; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That funding be transferred as follows:

From: H1620.520927 Court Annex \$200,000

To: H1620.520911 Renovations 56 Main Street \$200,000

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 AMEND BUDGET & APPROPRIATE FUNDS
MENTAL HYGIENE

WHEREAS: Medicaid Administrative Claiming Funds have been granted to Tioga County Mental Hygiene and must be allocated by the end of 2025; and

WHEREAS: The Director of Community Services has recognized a need for additional services for the treatment of Eating Disorder for youth in Tioga County; and

WHEREAS: The Healing and Health Retreat, LLC (Hea Hea) organization has agreed to prioritize treatment to youth that reside in Tioga County, providing services to those who are struggling with an eating disorder; and

WHEREAS: The one-time funding allocated would assist Hea Hea in opening the Partial Hospitalization Program; and

WHEREAS: Regulations allow Medicaid Administrative Claiming funds to be used towards community-based services; and

WHEREAS: Amending of Budget and Appropriation of Funds requires Legislative approval; therefore be it

RESOLVED: That Medicaid Administrative Claiming funds in the 2024 Budget be appropriated as follows:

FROM: A4309 444900 Federal Aid – Medicaid Admin \$100,000

TO: A4320 540590 Services Rendered \$100,000

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 TRANSFER OF FUNDS
2024 BUDGET MODIFICATION
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene has received funding from The Southern Tier Rural Integrated Performing Provider Systems, Inc. d/b/a Care Compass Network; and

WHEREAS: Tioga County Mental Hygiene would like to spend funding on IT Infrastructure; and

WHEREAS: This requires an appropriate budget line and transfer of funding into this budget line; and

WHEREAS: Budget Line creation and transfer of funds requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Mental Hygiene 2024 budget be modified, and funds be transferred as follows:

From: A4312 540590 WAIVR Services Rendered	\$ 5,126.08
To: A4312 520090 WAIVR Computer	\$ 5,126.08

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 MODIFY 2024 BUDGET AND TRANSFER FUNDS
DMV

WHEREAS: The DMV has a need for a new chair to replace a broken chair;
and

WHEREAS: The chair selected costs \$217.79; and

WHEREAS: Chairs must be purchased using a Chair expense line 520070 and
the 2024 DMV budget does not have any funds on this established line; and

WHEREAS: Legislative approval is required for budget amendments;
therefore be it

RESOLVED: That the following funds be transferred for said purchase:

From: A1411.540420 Office Supplies \$ 217.79

To: A1411.520070 Chairs \$ 217.79

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -24 TRANSFER OF FUNDS
2024 BUDGET MODIFICATION
DISTRICT ATTORNEY

WHEREAS: The District Attorney's Office has a need for a ProBook 450 G9 Business Laptop, a portable computer, for Confidential Secretary to the District Attorney to work remotely; and

WHEREAS: Amending of Budget and Transfer of Funds requires Legislative approval; therefore be it

RESOLVED: That the District Attorney's budget be modified and the following sums be transferred from within the District Attorney's budget to cover the costs of said office furnishings.

From: A1165.540480	Postage	\$800.00
To: A1165.520090	Computer	\$800.00

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. - 24 REQUEST AND TRANSFER OF
CONTINGENCY FUNDS &
MODIFY 2024 BUDGET
ASSIGNED COUNSEL

WHEREAS: The Assigned Counsel program has experienced a significant increase in the caseload of court matters including the High-Profile Criminal Cases in 2024 along with the effects of the NYS Assigned Counsel Rate Increase; and

WHEREAS: Contingency Funds will need to be transferred from the Contingency Account to the Assigned Counsel Account, & Modify Assigned Counsel 2024 Budget to accommodate the increase in court caseload for 2024; therefore be it

RESOLVED: That the Tioga County Legislature authorizes a transfer from the Contingency Account as follows:

From: A1990.540715	Contingency Transfer	\$ 150,000
To: A1172.540030	Assigned Counsel	\$ 150,000

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -24 REQUESTING TIOGA COUNTY VETERANS'
SERVICE AGENCY BE ALLOWED TO EXCEED
FOOD & BEVERAGE PURCHASE GUIDELINES

WHEREAS: The Tioga County Veterans' Service Agency (TCVSA) conducts multiple community outreach events monthly and at these events provides food, beverages, and supplies to those in attendance as well as information on resources, benefits, and services available to veterans, military, and their families; and

WHEREAS: County Policy – Section III; Subsection H. Purchase of Food, Beverages, and Supplies limit expenses to \$150 per event; and

WHEREAS: The TCVSA will be holding the following events in August, with grant funds being used, that will exceed the \$150.00 per event limit, and requests to exceed the event limit must be made by resolution and require the approval of the County Legislature:

August 7: Tioga County Fair Booth - \$350.00 (ARPA Funds)

August 14: "No One Left Behind" Onward Ops Outreach - \$750.00 (ETSSP Grant)

Therefore be it

RESOLVED: That the Tioga County Legislature allow the Tioga County Veterans' Service Agency to exceed the per event limit using grant funding as identified, noting that TCVSA will not exceed the total amount mentioned for each event above.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 STAFF CHANGE 2024 BUDGET
PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) requested staffing changes as part of the 2024 Budget Process; and

WHEREAS: Those changes were approved by the County Legislature and included in the Approved Budget; and

WHEREAS: The required resolution to capture the approved changes for Personnel Office records was not previously done; therefore be it

RESOLVED: That the following staffing change is effective retroactively to January 1, 2024:

<u>Name</u>	<u>Current Title/ Salary Grade</u>	<u>New Title/ Salary Grade</u>	<u>Budget Impact</u>
VACANT	Public Health Technician (Grade 7)	Fund	\$40,212

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 APPOINT SECRETARY TO THE
1ST ASSISTANT COUNTY ATTORNEY
LAW DEPARTMENT

WHEREAS: Legislative approval is required for any appointments made to a Management/Confidential position; and

WHEREAS: Since May 16, 2024, the position of Secretary to the 1st Assistant County Attorney has been vacant; and

WHEREAS: The 1st Assistant County Attorney has recruited for a replacement and after interviewing a satisfactory candidate has been identified; therefore be it

RESOLVED: That the County Attorney is hereby authorized to provisionally appoint Sandra Short to the title of Secretary to the 1st Assistant County Attorney, with a start date of July 15, 2024, pending successful completion of the of civil service requirements at an annual Management/Confidential salary of \$41,528.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 ADJUST SALARY RANGE FOR
2ND ASSISTANT COUNTY ATTORNEY
LAW DEPARTMENT

WHEREAS: Legislative approval is required for any salary range adjustments for Management/Confidential positions; and

WHEREAS: Due to a retirement and promotion the position of the 2nd Assistant County Attorney has remained vacant since May 20, 2024; and

WHEREAS: The County Attorney has been unable to complete a successful search for a qualified candidate to fill the position; and

WHEREAS: The County Attorney, in consultation with the Personnel Officer, has identified a need to increase the salary range of this position; therefore be it

RESOLVED: That the salary range for the 2nd Assistant County Attorney position be increased from \$67,407-\$77,407 (2024 M/C) to \$77,518-\$87,518 (2024 M/C) effective July 9, 2024.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 APPOINTMENT OF ELECTION CLERK (PT)
BOARD OF ELECTIONS

WHEREAS: Legislative approval is required for any appointment to any position not covered by a collective bargaining agreement or part of the Management/ Confidential listing; and

WHEREAS: The position of the Democratic Election Clerk (PT) has been vacant since June 14, 2024; and

WHEREAS: Authorization to backfill the vacancy was approved on June 11, 2024; and

WHEREAS: The Democratic Election Commissioner has selected a candidate to fill said vacancy; therefore be it

RESOLVED: That Julia Ferencik be appointed as Democratic Election Clerk (PT) effective July 17, 2024 at the 2024 rate of \$18.57/hr.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 AUTHORIZE THREE (3) POSITION
RECLASSIFICATIONS
SOCIAL SERVICES

WHEREAS: Legislative approval is required for position reclassification; and

WHEREAS: On April 8, 2024, the Personnel Department received position description questionnaire for three Office Specialist I positions in the Department of Social Services (CSEA grade III); and

WHEREAS: This resulted in the review of work tasks performed by Kathleen Wage, Crystal Wagstaff and Sarah Dusinberre in comparison to the Office Specialist classification levels; and

WHEREAS: Due to the type of work assigned to and performed by Ms. Wage, Ms. Wagstaff and Ms. Dusinberre, the Personnel Officer has determined justification exists to reclassify them to Office Specialist II (CSEA grade IV); therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification of three Office Specialist I positions currently filled by Kathleen Wage, Crystal Wagstaff and Sarah Dusinberre to Office Specialist II, and they each shall receive an increase of \$1,728 to their current annual salary; and be it further

RESOLVED: That Kathleen Wage's new rate will be \$31,131 retroactive to April 8, 2024; and be it further

RESOLVED: That Crystal Wagstaff's new rate will be \$31,131 retroactive to April 8, 2024; and be it further

RESOLVED: That Sarah Dusinberre's new rate will be \$31,131 retroactive to April 8, 2024.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO.-24 AUTHORIZE CREATION OF A FULL-TIME
CERTIFIED PEER SPECIALIST POSITION
MENTAL HYGIENE

WHEREAS: Legislative approval is required for the creation of positions within a County Department; and

WHEREAS: The Director of Community Services has a demonstrated need of creating a full-time Certified Peer Specialist position due to the state request to have a mobile crisis service; and

WHEREAS: A Certified Peer Specialist is required to receive the designation to operate a licensed Mobile Crisis Program; and

WHEREAS: Funding for this position is Office of Mental Health State Aid and future Fee-For-Service billable revenue; therefore be it

RESOLVED: That one Full-Time Certified Peer Specialist (CSEA SG VI \$35,451) position is created effective August 1, 2024 and may be filled effective August 12, 2024; and be it further

RESOLVED: That the Mental Hygiene Department's headcount shall increase from 42 to 43; and be it further

RESOLVED: That funding be appropriated as follows:

From: A4310 434900	State Aid-Mental Health	\$35,430.13
To: A4310 510010	Full Time Salary	\$17,725.50
A4310 581088	State Retirement Fringe	\$ 2,472.47
A4310 583088	Social Security Fringe	\$ 1,180.85
A4310 584088	Workers Compensation Fringe	\$ 636.61
A4310 585588	Disability Insurance Fringe	\$ 33.93
A4310 586088	Health Insurance Fringe	\$13,372.84
A4310 588988	Eap Fringe	\$ 7.93

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 AUTHORIZE CREATION OF A FULL-TIME
SENIOR CLINICAL SOCIAL WORKER POSITION
MENTAL HYGIENE

WHEREAS: Legislative approval is required for the creation of positions within a County Department; and

WHEREAS: Due to OMH (Office of Mental Health) request to create a Mobile Crisis Program, the Director of Community Services has a demonstrated need of creating an additional full-time Senior Clinical Social Worker position; and

WHEREAS: A Licensed Clinical Social Worker is required to receive the designation to operate a Mobile Crisis Program; and

WHEREAS: Funding for this position is Office of Mental Health State Aid and future Fee-For-Service billable revenue; therefore be it

RESOLVED: That one full-time Senior Clinical Social Worker (CSEA SG XVII \$66,879) position is created effective August 1, 2024, and may be filled effective August 12, 2024; and be it further

RESOLVED: That the Mental Hygiene Department's headcount shall increase from 43 to 44.

RESOLVED: That funding be appropriated as follows:

From: A4310 434900	State Aid-Mental Health	\$53,018.24
To: A4310 510010	Full Time Salary	\$33,439.50
A4310 581088	State Retirement Fringe	\$ 3,054.65
A4310 583088	Social Security Fringe	\$ 2,472.78
A4310 584088	Workers Compensation Fringe	\$ 636.61
A4310 585588	Disability Insurance Fringe	\$ 33.93
A4310 586088	Health Insurance Fringe	\$13,372.84
A4310 588988	Eap Fringe	\$ 7.93

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. -24 CREATE ONE (1) FULL-TIME
BENEFIT ASSISTANT POSITION
(PERSONNEL DEPARTMENT)

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: Due to numerous changes within the department the Personnel Officer has reviewed work assignments, staffing structure, and future succession training needs within the department for the administration of Benefits; and

WHEREAS: In order to address said issues, the Personnel Officer has determined that creating a Benefit Assistant, will help in those efforts; and

WHEREAS: Funding for the position is available in our current budget, therefore, no increase to the budget; therefore be it

RESOLVED: That one (1) full-time Benefits Assistant position is created within the Management/Confidential annual salary range of \$44,000-\$54,000, effective July 15, 2024; and be it further

RESOLVED: That the Personnel Department's full-time headcount shall increase from 7 to 8.

REFERRED TO: ED&P COMMITTEE
PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 AUTHORIZATION TO FUND AND FILL
ECONOMIC DEVELOPMENT SPECIALIST
POSITION

WHEREAS: Legislative approval is required for the appropriation of unfunded positions within Tioga County; and

WHEREAS: The Economic Development and Planning 2024 authorized full-time head count is nine (9), of which there is an unfunded full-time Economic Development Specialist position noted; and

WHEREAS: Due to a recent retirement and part-time vacancy, there is no need for an increase to the 2024 Economic Development budget salary appropriation; therefore be it

RESOLVED: That one full-time Economic Development Specialist position shall be funded within the Management/Confidential salary range of \$54,725.00 - \$64,725.00 effective July 9, 2024.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 AUTHORIZE SALARY ABOVE CSEA BASE FOR
PROBATION OFFICER

WHEREAS: Legislative approval is required to hire above the established CSEA salary base; and

WHEREAS: The Probation Director has identified a candidate to fill the Probation Officer 1 (CSEA SG XI, \$48,941 - \$49,941) with over four years of prior relevant work experience including current employment with the New York State Office of Children and Family Services as a Youth Support Specialist at the Finger Lake Residential Center. Certification in Crisis Prevention and Management including Dialectical Behavioral Therapy skills and more than three years of experience as a Correction Officer; therefore be it

RESOLVED: That Jeremiah Warnimont is hereby appointed to the title of Probation Officer 1 at \$49,941/year (increment stage 2 of CSEA SG XI) effective July 15, 2024.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 APPROVE SALARY ABOVE HIRING BASE
DEPUTY SHERIFF POSITION
SHERIFF'S OFFICE

WHEREAS: Resolution No. 211-99 requires Legislative approval for any appointments made above an established base salary amount; and

WHEREAS: There is one full-time Deputy Sheriff position vacant; and

WHEREAS: In order to maintain adequate staffing levels for the Road Patrol Division, the Sheriff has an immediate need to backfill said position; and

WHEREAS: The Sheriff has received approval from the Tioga County Law Enforcement Association to hire a new Deputy Sheriff, who has over four years of police experience, at an annual salary rate reflecting four years of experience per the current union contract, or \$74,501; and

WHEREAS: Morgan Smith, a transfer candidate with over 4 years of Police Officer experience, has applied and has been found both eligible and willing to accept a transfer from the Sidney Police Department to a Deputy Sheriff vacancy in Tioga County; therefore be it

RESOLVED: That the Sheriff is hereby authorized to backfill the vacant, full-time Deputy Sheriff position with Morgan Smith at an annual salary of \$74,501 effective July 13, 2024.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AUTHORIZE WAGE REALLOCATIONS
WITHIN CSEA SALARY SCHEDULE
PROBATION DEPARTMENT

WHEREAS: Legislative approval is required for salary upgrades and wage reallocations; and

WHEREAS: The Probation Director has identified the following Probation titles be upgraded one salary grade level: Probation Assistant Grade 7 to Grade 8, Probation Officer 1 Grade 11 to Grade 12, Probation Officer 2 Grade 12 to Grade 13, and Probation Supervisor Grade 15 to Grade 16; and

WHEREAS: Discussion occurred in the Public Safety and Personnel Legislative Standing Committees; and

WHEREAS: The Probation Director presented justification to the Legislature for these position upgrades; and

WHEREAS: Funding for these position upgrades is currently within the Probation Department's 2024 budget; therefore be it

RESOLVED: That effective July 29, 2024, the above listed Probation titles shall be upgraded one salary grade and the employees holding said titles shall receive corresponding increases to their current 2024 wages.