

# Agenda



## TIOGA COUNTY LEGISLATURE

2/11/2025

12:00 PM

EDWARD D. HUBBARD AUDITORIUM

Ronald E. Dougherty County Office Building

56 Main Street

Owego NY 13827

Meeting called by: Chair Martha Sauerbrey

Type of meeting: 2<sup>nd</sup> Regular

Attendees:  
 Legislator Brown  
 Legislator Bunce  
 Legislator Ciotoli  
 Legislator Flesher  
 Legislator Monell  
 Legislator Mullen  
 Legislator Roberts  
 Legislator Sauerbrey  
 Legislator Standinger

### Agenda topics

Invocation  
 Pledge of Allegiance

Legislator Monell  
 Legislator Monell

Recognition Resolution (1)

- Timothy Agan, Sheriff's Office

Proclamation (1)

- Candor Central Volleyball Team

Privilege of the Floor

Approval of Minutes

January 2, 14 and 23, 2025

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|--|---|
| <p>Petitions, Communications &amp; Notices</p> <p>Appointments/Reappointments</p> <p>Reports Standing Committees</p> | <p>Director of Veterans' Services Agency Search Committee – Legislator Roberts</p>  |
| <p>RESOLUTIONS</p>   | <ol style="list-style-type: none"><li>1. Adopt Local Law No. 1 of 2025</li><li>2. Resolution Requesting State Home Rule Legislation for Two-Year Extension of Additional 1% Sales Tax for Tioga County through November 30, 2027</li><li>3. Resolution to Set Public Hearing for the North Tioga Agricultural District Eight-Year Review</li><li>4. Set Public Hearing for 2025 Annual Agricultural District Inclusions</li><li>5. Advocating for Reform and Increased Funding for New York State's Code Blue Program</li><li>6. Erroneous Assessment – Town of Owego</li><li>7. Erroneous Assessment – Town of Owego</li><li>8. Resolution Appointing New Member to Community Services Board</li><li>9. Appoint Member to the Tioga County Planning Board</li><li>10. Appoint Member to the Tioga County Agricultural and Farmland Protection Board</li><li>11. Re-Appoint Member to the Tioga County Local Development Corporation (TCLDC)</li><li>12. Re-Appoint Member to the Tioga County Local Development Corporation (TCLDC)</li><li>13. Re-Appoint Member to the Tioga County Local Development Corporation (TCLDC)</li><li>14. Resolution Reappointing Member to Community Services Board</li><li>15. Recommend Members to the Susquehanna Heritage Area Commission</li></ol> |

16. Requesting Tioga County Veterans' Service Agency be Allowed to Exceed Food & Beverage Purchase Guidelines
17. Authorization to Apply for Grant – Public Health
18. Authorize Agreement with CredibleMind for Software Application – Public Health
19. Authorize Chair of Legislature to Sign Application for Grant Funds – Department of Social Services
20. Filing of an Application for Household Hazardous Waste State Assistance Program
21. Request for Reimbursement for Municipal Waste Reduction and Recycling State Assistance Program
22. Accept NYS Community Development Block Grant (CDBG) Award – Public Facilities Program and Modify Economic Development Budget
23. Authorize Contract with Thoma Development Consultants for Administration of Tioga County Community Development Block Grant Microenterprise Assistance Program
24. Administrative Services Agreement between the County of Tioga & the Tioga County Industrial Development Agency for January 1, 2025 through December 31, 2025
25. Memorandum of Understanding (MOU) NYS Homeland Security & Emergency Services – Office of Emergency Services
26. Authorize Agreement with Southern Tier Network for Village of Waverly Circuits
27. Authorize Agreement with Schneider Geospatial for ImageMate Online Subscription
28. Award Construction Support and Inspection Services to McFarland Johnson for BIN 3335020 – Public Works
29. Award Design Services to Delta Engineers for HVAC System at 56 Main Street North Wing
30. Approve Sole Source Purchase of Boilers at the Public Safety Building – Public Works

31. Renew Software License and Annual Support with Clear Ballot for Five Years
32. Apportioning Forfeiture of Crime Proceeds for Drug Enforcement Activities
33. Re-Establish Prior Year 2024 Capital Equipment Funds and Amend 2025 Budget – Public Health
34. Amend Budget & Appropriate Funds – Public Health
35. Amend 2025 Budget & Appropriate Funds – Public Health
36. Re-Establish Prior Year 2024 Public Works Funds
37. Re-Establish Prior Year 2024 Capital for 2025 Budget for Fire/EMO
38. Amend 2024 Capital Budget for Tioga County Culvert Program Phase I (FFY22) – Public Works
39. Amend 2024 Capital Budget for Day Hollow Rd., Taylor Rd., and Bodle Hill Rd. Paving Rehab – Public Works
40. Amend 2024 Capital Budget for Harnick Road over Apalachin Creek – Public Works
41. Amend 2025 Budget and Transfer Funds Cleaning Equipment – Public Works
42. Amend 2025 Capital Budget and Transfer Funds for Loader – Public Works
43. Transfer of Funds, 2025 Budget Modification – District Attorney
44. Transfer of Funds, 2025 Budget Modification – Coroner's Office
45. Appropriation of Funds, Budget Modification 2025 – Mental Hygiene
46. Appropriation of Funds and Amend 2025 Budget – Social Services
47. Appropriation of Funds and Amend 2025 Budget – Social Services
48. Appropriation of Funds and Amend 2025 Budget – Social Services
49. Appropriation of Funds and Amend 2025 Budget – Social Services

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|  | <ol style="list-style-type: none"><li>50. Appropriation of Funds and Amend 2025 Budget – Social Services</li><li>51. Amend Resolution No. 31-25; Authorize Salary Reallocation within CSEA Salary Schedule for Public Health Technician – Public Health</li><li>52. Authorize Appointment of 2<sup>nd</sup> and 4<sup>th</sup> Assistant District Attorney – District Attorney’s Office</li><li>53. Authorize Appointment of Deputy Clerk to the Legislature – Legislative Office</li><li>54. Re-Appointment of County Historian</li><li>55. Create and Fill Permanent, Full-Time Clinical Social Worker Position – Mental Hygiene</li><li>56. Amend Employee Handbook: Section IV. Personnel Rules; Subsection J., Management/Confidential Benefits; Paragraph II. B. Leave Accruals – Vacation Sell Back &amp; Paragraph IV. A. Bereavement</li></ol> |
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REFERRING TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -25 RESOLUTION RECOGNIZING  
TIMOTHY AGAN'S 25 YEARS  
OF DEDICATED SERVICE TO TIOGA COUNTY

WHEREAS: Timothy Agan was appointed as a Corrections Officer on 1/22/00; promoted to Corrections Sergeant on 10/29/05; and promoted to his current position of Corrections Lieutenant on 5/16/20; and

WHEREAS: Timothy Agan has been dedicated and loyal in the performance of his duties and responsibilities during the 25 years of service to Tioga County, thereby earning the respect of his colleagues and peers throughout Tioga County; and

WHEREAS: Timothy Agan will retire from the Tioga County Sheriff's Office on February 28, 2025; 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 Timothy Agan for 25 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, Timothy Agan.

**COUNTY OF TIOGA  
EXECUTIVE PROCLAMATION**

***~~Recognizing the 2024 Candor Central High School Volleyball Team~~***

WHEREAS: The Tioga County Legislature is extremely proud of all School Districts and appreciates the value that schools bring to our communities; and

WHEREAS: The Legislature is equally proud of our young people and recognize the students that participate in programs that build character through extracurricular activities and specifically sporting events; and

WHEREAS: Student-athletes can establish a strong foundation upon which they can go on to lead extraordinary lives; and

WHEREAS: The Candor Central High School Volleyball Team's hard work, dedication, sportsmanship, and overall talent was exhibited during the 2024 regular season with a record of 22 wins and 1 loss and the State Championship game on Saturday, November 23, 2024 in Glen Falls, NY defeating Ellicottville High School 3-2 earning them their fourth New York State Public High School Athletic Association (NYSPHSAA) Class D State Championship under the leadership of Head Coach Pam Quinlan and Assistant Coaches Michael Swartz and Brittney Noble; and

WHEREAS: Candor Central High School Volleyball Team previously won NYSPHSAA Class D State Championship titles in 2002, 2003, and 2019; and

WHEREAS: The Candor Central High School Volleyball team has brought great honor, not only to themselves, but to their school, their families, and their community; and

WHEREAS: The Tioga County Legislature proudly congratulates and applauds the coaches and following members of the 2024 Candor Central High School Volleyball team on their accomplishments, successful season, and 2024 State Championship victory and extends our best wishes to the six (6) departing seniors who successfully finished their high school volleyball careers as State Champions:

|                  |                  |                |
|------------------|------------------|----------------|
| Kathryn Stouffer | Phoebe Swartz    | Malley Heidl   |
| Ava Fernando     | Keanna Fay       | Ryleigh Bowman |
| Emmi McCracken   | Nicola Soper     | Leilani Lane   |
| Hazel Ray        | Kiera Austin     | Emmi Makie     |
| Tracy Reynolds   | Jillian Teribury |                |

Head Coach: Pam Quinlan  
Assistant Coach: Michael Swartz  
Assistant Coach: Brittney Noble

Therefore

THE TIOGA COUNTY LEGISLATURE does hereby recognize and commend the Candor Central High School Volleyball Team for their accomplishments in winning their fourth Class D State Championship title. Go Coyotes!

Dated: February 11, 2025

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MARTHA SAUERBREY, CHAIR  
TIOGA COUNTY LEGISLATURE



REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. -25 ADOPT LOCAL LAW NO. 1 OF 2025

WHEREAS: A public hearing was held on January 23, 2025, following due notice thereof to consider the adoption of Local Law Introductory No. A of 2025; a Local Law establishing the salary for the Office of County Treasurer for the term of office set forth by New York State legislation commencing on January 1, 2026; and

WHEREAS: It is in the best interest of the residents of Tioga County to adopt such Local Law which will be Local Law No. 1 of 2025; therefore be it

RESOLVED: That the following Local Law be and hereby is adopted:

County of Tioga County

Local Law No. 1 of the Year 2025.

A Local Law establishing the salary for the Office of County Treasurer for the term of office set forth by New York State legislation commencing on January 1, 2026

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: PURPOSE

As set forth in Local Law No. 3 of 2003, the annual salary for the elected public office of County Treasurer shall not be increased during a term of office.

Accordingly, it is the purpose and intent of this Local Law to establish the salary for Office of County Treasurer for the term of office set forth by New York State legislation commencing on January 1, 2026.

SECTION 2: ANNUAL SALARY

A) The annual salary for the Office of County Treasurer for the term of office set forth by New York State legislation commencing January 1, 2026 is hereby established as follows:

1. County Treasurer \$82,023

SECTION 3: SEVERABILITY

If any clause, sentence, phrase, paragraph, subdivision, section, rule or part of this ordinance shall be adjudged by any Court or Agency of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, phrase, paragraph, subdivision, section, rule or part thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 4: EFFECTIVE DATE

This Local law shall take effect January 1, 2026.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. -25 RESOLUTION REQUESTING STATE HOME RULE LEGISLATION FOR TWO-YEAR EXTENSION OF ADDITIONAL 1% SALES TAX FOR TIOGA COUNTY THROUGH NOVEMBER 30, 2027

WHEREAS: The County of Tioga presently has State Legislation authority to collect an additional 1% sales tax, but said authority expires as of November 30, 2025; and

WHEREAS: Tioga County is requesting State Home Rule Legislation for another two-year extension of the 1% sales tax through November 30, 2027; therefore be it

RESOLVED: That the Tioga County Legislature hereby requests our State Legislators, Assemblyman Christopher S. Friend and Senator Thomas F. O'Mara, to prepare a Home Rule Statute giving the County of Tioga authority to extend the additional 1% sales tax from November 30, 2025 to November 30, 2027, or the maximum time permissible.

REFERRED TO: ED&P AND AG COMMITTEES

RESOLUTION NO. -25 RESOLUTION TO SET PUBLIC HEARING  
FOR THE NORTH TIOGA AGRICULTURAL DISTRICT  
EIGHT-YEAR REVIEW

WHEREAS: The Tioga County Legislature is reviewing a proposed plan for modifications to the North Tioga Agricultural District; and

WHEREAS: This review is being conducted pursuant to Article 25-AA, §303a of the New York State Agricultural & Markets Law; and 6NYCRR Part 617 State Environmental Quality Review Act; and

WHEREAS: The proposed plan and map, as recommended by the Tioga County Agricultural & Farmland Protection Board, is available for public inspection at the Clerk of Legislature's Office at 56 Main Street in Owego and the Town Hall of Berkshire at 18 Railroad Avenue in Berkshire; therefore be it

RESOLVED: That a public hearing will be held on Tuesday, February 18, 2025 at the Berkshire Town Hall, 18 Railroad Avenue, Berkshire, NY at 1:00 PM. All interested parties will be heard by the Tioga County Legislature at this hearing.

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -25

SET PUBLIC HEARING FOR 2025  
ANNUAL AGRICULTURAL DISTRICT INCLUSIONS

WHEREAS: The Tioga County Legislature, as per Resolution No. 296-03 designated January 2<sup>nd</sup> through January 31<sup>st</sup> as the official annual enrollment period for inclusion of viable agricultural properties in agricultural districts as required by §303-B of the NYS Agricultural and Markets Law 25-AA; and

WHEREAS: Tioga County Planning has received requests for inclusion of land in agricultural districts and said law requires that the Tioga County Legislature hold a public hearing before making a decision on inclusion of lands; therefore be it

RESOLVED: That the Tioga County Legislature will hold a public hearing on requests of inclusion of viable agricultural land in agricultural districts received within the designated time period in 2025 on February 20, 2025 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY. All interested parties will be heard by the Tioga County Legislature at this hearing.

REFERRED TO: HEALTH AND HUMAN SERVICES  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 ADVOCATING FOR REFORM AND  
INCREASED FUNDING FOR NEW YORK STATE'S  
CODE BLUE PROGRAM

WHEREAS: The New York State Code Blue policy was established as an emergency Executive Order on December 16, 2016, with a commitment of reimbursement for additional costs to counties that are directly related to the requirements of the Code Blue regulation; and

WHEREAS: The current Code Blue policy is no longer adequate or effective given the significant changes in affordable housing availability and evolving human needs since that time; and

WHEREAS: The requirement for Departments of Social Services to simply provide space to keep people warm during extreme weather conditions is no longer sufficient to meet the growing and complex needs of unhoused individuals; and

WHEREAS: New York State leaders must recognize that any policy aimed at providing warm spaces for the most vulnerable individuals in our community must be comprehensive and involve the collaboration of all relevant human services agencies beyond the Office of Temporary and Disability Assistance (OTDA); and

WHEREAS: The expertise and resources of agencies such as the Office of Mental Health, the Office of Addiction and Substance Abuse Services, and the Office for people with Developmental Disabilities are essential to address the multifaceted needs of unhoused individuals; and

WHEREAS: County Departments of Social Services (DSS) are trained and equipped to deliver mandated income-based programs under the oversight of the NYS OTDA, but Code Blue services extend beyond these requirements and necessitate the involvement of additional state agencies and local service providers; and

WHEREAS: The cost of delivering Code Blue services continues to escalate due to increasing numbers of individuals in need, rising behavioral challenges stemming from untreated mental health conditions, substance use disorders, developmental disabilities, and the rising costs of staffing, utilities, and essential supplies; and

WHEREAS: New York State has capped the amount of funding allocated to counties for the operation of Code Blue programs, which does not account for the annual increase in operational costs or the growing demand for services; and

WHEREAS: The current level of funding is inadequate to cover the increased staffing and resources necessary to provide services to the homeless population in Tioga County thus the County seeks to avoid planning the burden of these rising costs on local taxpayers; therefore be it

RESOLVED: That the Tioga County Legislature strongly urges New York State to increase their funding commitment to adequately support the continued operation of Code Blue programs and ensure the safety and well-being of vulnerable individuals during cold weather conditions; and be it further

RESOLVED: That the Tioga County Legislature calls for the establishment of true partnerships between County DSS and other service systems, starting at the State level, that have both the expertise and shared accountability to design the services and space to keep our most vulnerable individuals safe; and be it further

RESOLVED: That copies of this resolution be forwarded to Governor Kathy Hochul, Senator Thomas F. O'Mara, Assemblymember Christopher S. Friend, the New York State Association of Counties (NYSAC), and all others deemed necessary and proper.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -25 ERRONEOUS ASSESSMENT  
TOWN OF OWEGO

WHEREAS: An Application for Corrected Tax Roll for the year 2025 indicates that parcel #143.05-1-15 acct #10408 in the Town of Owego assessed to Joseph & Carolyn Comer on the 2025 tax roll of the Town of Owego is erroneous in the fact the property owner submitted payment for school taxes to the Union Endicott School District. It was confirmed by the Union Endicott School District that the school tax payment was erroneously returned; therefore be it

RESOLVED: That the Return School amount should be the original \$4,025.15 without the \$367.90 in interest and penalties as follows:

| 143.02-1-15   | Original Bill #2819 | Corrected Bill #2819 |
|---------------|---------------------|----------------------|
| County        | 1668.14             | 1668.14              |
| Townwide      | 190.94              | 190.94               |
| Part Town     | 392.30              | 392.30               |
| Return School | 4393.05             | 4025.15              |
| Owego Fire    | 567.48              | 567.48               |
|               |                     |                      |
| <b>Total</b>  | <b>7211.91</b>      | <b>6844.01</b>       |

And be it further

RESOLVED: That the erroneous School tax \$367.90 be charged back to the proper accounts of the Tioga County Treasurer's Office.



REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -25 ERRONEOUS ASSESSMENT  
TOWN OF OWEGO

WHEREAS: An Application for Corrected Tax Roll for the year 2025 indicates that parcel #142.05-1-11 acct #7488 in the Town of Owego assessed to Richard Pulaski on the 2025 tax roll of the Town of Owego is erroneous in the fact the property owner paid school taxes to the Owego Apalachin Central School District; and

WHEREAS: The owner provided proof of payment and school tax was improperly relieved on the Town & County tax bill; therefore be it

RESOLVED: That the Return School amount of \$2,169.79 should be removed from the 2025 Town & County tax bill and a new bill issued as follows:

| 142.05-1-11    | Original Bill #6748 | Corrected Bill #6748 |
|----------------|---------------------|----------------------|
| County         | 1110.79             | 1110.79              |
| Townwide       | 127.14              | 127.14               |
| Part Town      | 261.23              | 261.23               |
| Return School  | 2169.79             | 0                    |
| Apalachin Fire | 364.07              | 364.07               |
|                |                     |                      |
| <b>Total</b>   | <b>4033.02</b>      | <b>1863.23</b>       |

And be it further

RESOLVED: That the erroneous School tax \$2169.79 be charged back to the proper accounts of the Tioga County Treasurer's Office.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
RESOLUTION NO. -25 RESOLUTION APPOINTING NEW MEMBER  
TO COMMUNITY SERVICES BOARD

WHEREAS: Dr. Keith Nichols has agreed to become a new member; and

WHEREAS: The Community Services Board has recommended Dr. Keith Nichols' appointment; and

WHEREAS: Section Article 41.11 (d) of the Mental Hygiene Law allows counties to determine the length of term of Community Services Board members; therefore be it

RESOLVED: That Dr. Keith Nichols be appointed to the Community Services Board for a full term, starting February 1, 2025 and ending January 31<sup>st</sup>, 2029.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -25 APPOINT MEMBER TO THE  
TIOGA COUNTY PLANNING BOARD

WHEREAS: One of the two County Alternate positions on the Tioga County Planning Board is vacant due to Chelsea Robertson resigning at the end of her term on 12/31/2024; and

WHEREAS: County Planning has found James Tornatore willing and able to serve in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints James Tornatore to the Tioga County Planning Board County Alternate position for a term of 2/12/25 – 12/31/27.

REFERRED TO: ED&P COMMITTEE  
AGRICULTURAL COMMITTEE

RESOLUTION NO. -25 APPOINT MEMBER TO THE  
TIOGA COUNTY AGRICULTURAL AND  
FARMLAND PROTECTION BOARD

WHEREAS: The Agricultural & Farmland Protection Board is looking to fill the unexpired term previously held by County Legislator Barb Roberts; and

WHEREAS: The Agricultural and Farmland Protection Board is desirous of filling the County Legislator position on the Agricultural & Farmland Protection Board and has found Legislator Ron Ciotoli willing to serve in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints Legislator Ron Ciotoli to the Agricultural and Farmland Protection Board in the County Legislator position for term of office.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -25 RE-APPOINT MEMBER TO THE  
TIOGA COUNTY LOCAL DEVELOPMENT  
CORPORATION (TCLDC)

WHEREAS: The term of Tioga County Local Development Corporation member, Marcia Kiechle, will expire as of March 31, 2025; and

WHEREAS: Marcia Kiechle has expressed a desire for re-appointment to serve another term; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoint Marcia Kiechle for another three-year term of 4/1/25 – 3/31/28.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -25 RE-APPOINT MEMBER TO THE  
TIOGA COUNTY LOCAL DEVELOPMENT  
CORPORATION (TCLDC)

WHEREAS: The term of Tioga County Local Development Corporation member, Jon Ward, will expire as of March 31, 2025; and

WHEREAS: Jon Ward has expressed a desire for re-appointment to serve another term; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoint Jon Ward for another three-year term of 4/1/25 – 3/31/28.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. - 25 RE-APPOINT MEMBER TO THE  
TIOGA COUNTY LOCAL DEVELOPMENT  
CORPORATION (TCLDC)

WHEREAS: The term of Tioga County Local Development Corporation member, Keith Flesher, will expire as of March 31, 2025; and

WHEREAS: Keith Flesher has expressed a desire for re-appointment to serve another term; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoint Keith Flesher for another three-year term of 4/1/25 – 3/31/28.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
RESOLUTION NO. -25 RESOLUTION REAPPOINTING MEMBER  
TO COMMUNITY SERVICES BOARD

WHEREAS: Robert Williams' appointment to the Community Services Board will expire on March 31, 2025; and

WHEREAS: The Community Services Board has recommended Robert Williams' reappointment; and

WHEREAS: Section Article 41.11 (d) of the Mental Hygiene Law allows counties to determine the length of term of Community Services Board members; therefore be it

RESOLVED: That Robert Williams be reappointed to the Community Services Board, for term starting April 1, 2025 and ending March 31, 2029.



REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -25 RECOMMEND MEMBERS TO THE  
SUSQUEHANNA HERITAGE AREA COMMISSION

WHEREAS: Per Resolution No. 25-16, the Tioga County Legislature resolved that the Economic Development and Planning Committee recommend designees for the Municipal Representative and also the Advisory Board Member on the Susquehanna Heritage Area (SHA) Commission for the term of office of the County Legislative Chair who appoints said persons; and

WHEREAS: Currently Rebecca Maffei, Tioga County Tourism Director, and Elaine Jardine, Tioga County Planning Director, have been serving as the two (2) SHA Commission members; and

WHEREAS: Rebecca Maffei, Tioga County Tourism Director, and Elaine Jardine, Tioga County Planning Director, are willing to serve as the two (2) SHA Commission members; therefore be it

RESOLVED: That the Economic Development and Planning Committee recommend Rebecca Maffei, the Tioga County Tourism Director, continue to serve as the Municipal Representative and Elaine Jardine, Tioga County Planning Director, continue to serve as the Advisory Board Member on the Susquehanna Heritage Area Commission for the term of office of the County Legislative Chair who appoints said person.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -25 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 February and March, 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:

- Jewelry Class (MHO/DP22 Grant), 2/14 - \$200.00
- Women's Veterans/Caregivers Breakfast (MHO) - \$900.00
- Coffee Mess (ARPA) - \$250.00

Therefore, be it

RESOLVED: That the Tioga County Legislature allows 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

RESOLUTION NO. -25 AUTHORIZATION TO APPLY FOR GRANT  
PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) has identified a grant opportunity to provide funding toward their Traffic Safety Car Seat Program; and

WHEREAS: County Policy requires Legislative approval for grant applications; and

WHEREAS: TCPH seeks approval from Tioga County Legislature to apply for the grant offered by Visions Federal Credit Union; and

WHEREAS: The amount of the grant funding is not yet determined, yet has a maximum award amount of \$10,000; and

WHEREAS: There will be no additional County cost for the grant (i.e. cash match) if awarded; and

WHEREAS: If awarded the grant, TCPH will submit a resolution to amend budget and appropriate the funds at that time; and

WHEREAS: The Tioga County Legislature supports TCPH in pursuing funding to provide this program to Tioga County residents; therefore be it

RESOLVED: That Tioga County Public Health is authorized to submit a grant application to Visions Federal Credit Union for up to \$10,000.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
ITCS COMMITTEE

RESOLUTION NO. -25 AUTHORIZE AGREEMENT WITH CREDIBLEMIND  
FOR SOFTWARE APPLICATION - PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) desires to license a software application developed by the National Association of City and County Health Officials (NACCHO) for local public health departments; and

WHEREAS: NACCHO selected CredibleMind, Inc. to be a partner and the developer of the application, so it is a sole source provider; and

WHEREAS: The software application does not reside on Tioga County networks; and

WHEREAS: Per Tioga County procurement policy, the amount of the sole source application requires an agreement; and

WHEREAS: Funding is available in the TCPH budget in account A4011 540620; therefore be it

RESOLVED: That the Public Health Director is authorized to execute a three (3) year agreement with annual renewals after, between Tioga County Public Health and CredibleMind, Inc., in the amount of \$6,210 annually with a one-time implementation fee of \$1,000.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 AUTHORIZE CHAIR OF LEGISLATURE  
TO SIGN APPLICATION FOR GRANT FUNDS  
DEPARTMENT OF SOCIAL SERVICES

WHEREAS: Tioga County is submitting a request for a grant of funds to the NYSDOT, pursuant to Section 5311, Title 49 United States Code, for a project to provide Mobility Management Services for Tioga, Broome, Chenango, Delaware and Otsego Counties through an agreement with Rural Health Network of South Central New York for the 2024-2025 fiscal years and has committed the local share; and

WHEREAS: Tioga County and the State of New York have entered a continuing agreement which authorizes the undertaking of the project(s) and reimbursement of the Federal and applicable State Shares; and

WHEREAS: Tioga County is contracting with a third-party subcontractor for the project(s) described above; therefore be it

RESOLVED: That the Chair of the Legislature is authorized to sign any contracts or agreements between Tioga County and any third-party subcontractor necessary to complete the public transportation project(s), subject to the approval of the County Attorney.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -25 FILING OF AN APPLICATION FOR  
HOUSEHOLD HAZARDOUS WASTE  
STATE ASSISTANCE PROGRAM

WHEREAS: The State of New York announced a grant from the DEC Household Hazardous Waste (HHW) program to assist counties and local governments with their household hazardous waste program expenses; and

WHEREAS: Through this grant Solid Waste would be partially reimbursed for their eligible costs of their HHW program; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Sustainability Manager to apply and administer said grant via NYS SFS Vendor Portal; and be it further

RESOLVED: That the Tioga County Legislature authorizes and directs the Chair or their designee to sign the application via NYS SSF Vendor Portal for grant upon approval by the County Attorney.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -25 REQUEST FOR REIMBURSEMENT FOR  
MUNICIPAL WASTE REDUCTION AND  
RECYCLING STATE ASSISTANCE PROGRAM

WHEREAS: The State of New York announced a grant from the DEC Municipal Waste Reduction and Recycling (MWRR) program to assist counties and local governments with their waste reduction and recycling program expenses; and

WHEREAS: Resolution No. 350-24 authorized the Sustainability Manager to apply and administer said grant; and

WHEREAS: Sustainability Manager applied for this grant in October 2024; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Sustainability Manager to complete a request for reimbursement for said grant.

REFERRED TO: ED&P COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 ACCEPT NYS COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) AWARD –  
PUBLIC FACILITIES PROGRAM AND  
MODIFY ECONOMIC DEVELOPMENT BUDGET

WHEREAS: Tioga County Economic Development and Planning (TCEDP) was approved by Resolution No. 235-24 authorizing the submission of a grant application to New York State Community Development Block Grant (CDBG) Public Facilities Program in the amount not to exceed \$400,000.00 and authorizing Legislative Chair signature on grant related documents; and

WHEREAS: TCEDP was approved by Resolution No. 191-24 to schedule a public hearing for the NYS CDBG Public Facilities Program; and

WHEREAS: TCEDP has received the CDBG Program Award letter dated November 19, 2024 stating that TCEDP has been selected for a \$243,533.00 award; and

WHEREAS: Tioga County will need to enter into a subrecipient grant agreement with Catholic Charities for the implementation of the mobile food truck project to establish a life skills café, community kitchen, and food rescue programs; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts said CDBG Public Facilities Program award of \$243,533.00 and authorizes the Chair of the Legislature to sign any and all grant related paperwork, including the subrecipient grant agreement, contingent upon review and approval of the County Attorney; and be it further

RESOLVED: That the 2025 budget be modified as follows:

|               |  |              |
|---------------|--|--------------|
| CE8668 449100 | CE010 CDBG Public Facilities Program         | \$243,533.00 |
| CE8668 540487 | CE010 Program Expense-CDBG Public Facilities | \$243,533.00 |

And be it further

RESOLVED: That the Chair of the Legislature or duly authorized representative (including County Treasurer and/or County Administrator), is hereby authorized to make any transfers of funds required within the Economic Development budget.



REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -25 AUTHORIZE CONTRACT WITH  
THOMA DEVELOPMENT CONSULTANTS FOR  
ADMINISTRATION OF TIOGA COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT  
MICROENTERPRISE ASSISTANCE PROGRAM

WHEREAS: Tioga County Economic Development and Planning (TCEDP) was awarded \$212,500.00 in grant funds through New York State Community Development Block Grant (CDBG) for a Microenterprise Assistance Program and per Resolution No. 351- 24 the CDBG grant funds were accepted and the TCEDP budget was modified; and

WHEREAS: The TCEDP Department submitted a Request for Proposal (RFP) for administration of the program; and

WHEREAS: Three firms responded to the RFP with scope of services and associated costs; and

WHEREAS: The TCEDP Department created a scoring rubric to evaluate the three proposals; and

WHEREAS: Thoma Development Consultants proposal ranked the highest out of all proposals received; therefore be it

RESOLVED: That the Tioga County Legislature does hereby authorize TCEDP to enter into a contract with Thoma Development Consultants to perform grant administration services for the Microenterprise Assistance Program not to exceed \$43,000 and authorizes the Tioga County Legislative Chair to sign all related contract paperwork, contingent upon review and approval of the County Attorney.

REFERRED TO: ED&P COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 ADMINISTRATIVE SERVICES AGREEMENT BETWEEN  
THE COUNTY OF TIOGA & THE TIOGA COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY FOR  
JANUARY 1, 2025 THROUGH  
DECEMBER 31, 2025

WHEREAS: The County of Tioga is entering into an Administrative Services Agreement with the Tioga County Industrial Development Agency (TCIDA) for the period of January 1, 2025 through December 31, 2025; and

WHEREAS: Said Administrative Services Agreement calls for the County of Tioga to provide the TCIDA with administrative services, IT technical assistance, office space and equipment via the Tioga County Economic Development and Planning (TCEDP) office; and

WHEREAS: The Administrative Services Agreement also calls for the TCIDA to contribute toward the cost of administration, office space and equipment for use by TCEDP staff to perform duties on behalf of the TCIDA; and

WHEREAS: The TCIDA will contribute toward the administrative services as stated in the agreement in the amount of \$5,000.00 to be paid quarterly for the term of January 1, 2025 through December 31, 2025; and

WHEREAS: The revenue line A6422 419890 – Contribution to Economic Development has previously been established and \$20,000 in anticipated revenue for this service is appropriated for 2025; therefore be it

RESOLVED: That upon the approval of the County Attorney, the Tioga County Legislature hereby authorizes and approves entering into the Administrative Services Agreement with the TCIDA and to accept the \$20,000.00 annually from the TCIDA for the Administrative Services performed via the TCEDP office for the period of January 1, 2025 through December 31, 2025.

REFERRED TO:

PUBLIC SAFETY COMMITTEE  
FINANCE /LEGAL COMMITTEE

RESOLUTION NO. -25

MEMORANDUM OF UNDERSTANDING (MOU)  
NYS HOMELAND SECURITY & EMERGENCY SERVICES  
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Tioga County Office of Emergency Services seeks to enhance its flood mitigation efforts through the use of state-provided equipment to help protect vulnerable areas and mitigate disaster impacts in Tioga County; and

WHEREAS: The Office of NYS Homeland Security will provide Tioga County with 2 light towers and one VMS Board for the purpose of flood mitigation; and

WHEREAS: NYS Homeland Security will transfer possession of said equipment, while retaining ownership, upon signing of the MOU; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Office of Emergency Services to enter into a Memorandum of Understanding (MOU) with the Office of NYS Homeland Security to transfer possession of 2 light towers and one VMS Board: and be it further

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to sign said MOU, upon approval by the County Attorney, and said equipment to transfer over upon final signatures of both parties.

REFERRED TO: ITCS COMMITTEE  
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -25 AUTHORIZE AGREEMENT WITH  
SOUTHERN TIER NETWORK FOR  
VILLAGE OF WAVERLY CIRCUITS

WHEREAS: The Chief Information Officer has determined an expiring agreement with Southern Tier Network which provides fiber optic connectivity to three Village of Waverly sites at 32 Ithaca Street, 424 Cayuta Avenue, and 81 Spring Street needs to be renewed; and

WHEREAS: The Chief Information Officer contacted Southern Tier Network to provide a 60-month renewal Scope of Work agreement to retain service to the Village of Waverly locations at an annual cost of \$7,464.00; and

WHEREAS: The renewal Scope of Work agreement annual cost of \$7,464.00 did not increase from the prior agreement; and

WHEREAS: This annual cost shall be initially paid out of the ITCS Operating budget using A1680.540660, then invoiced to the Village of Waverly for the same amount; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute this 60-month agreement between Tioga County and Southern Tier Network to continue to provide service to the three Village of Waverly locations at an annual cost of \$7,464.00, contingent upon review and approval of the County Attorney.

REFERRED TO: ITCS COMMITTEE  
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -25 AUTHORIZE AGREEMENT WITH  
SCHNEIDER GEOSPATIAL FOR  
IMAGEMATE ONLINE SUBSCRIPTION

WHEREAS: An application used by the Tioga County Real Property department, ImageMate Online has recently been acquired by a new company, Schneider Geospatial; and

WHEREAS: A proposed software renewal agreement from Schneider Geospatial to Tioga County, New York prorates a period beginning September 1, 2025 and ending December 31, 2025 for an amount of \$2,500; and

WHEREAS: This software renewal agreement also includes an annual amount of \$7,500 covering a period beginning January 1, 2026 and ending December 31, 2026; and

WHEREAS: This renewal agreement annual cost of \$7,500 did not increase from the prior agreement; and

WHEREAS: This agreement aligns the renewal period with the County's fiscal year; and

WHEREAS: This annual cost shall be initially paid out of the ITCS Operating budget using A1680.540620; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute this software renewal agreement between Tioga County and Schneider Geospatial to continue an ImageMate Online subscription at a total cost of \$10,000, contingent upon review and approval of the County Attorney.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD CONSTRUCTION SUPPORT AND  
INSPECTION SERVICES TO MCFARLAND JOHNSON  
FOR BIN 3335020 – PUBLIC WORKS

WHEREAS: Tioga County was awarded funding from NYSDOT to rehabilitate a bridge, East Spencer Road over South Branch Catatunk Creek BIN 3335020, in the Town of Spencer; and

WHEREAS: The Commissioner of Public Works received a proposal for construction support and inspection services for this project from McFarland Johnson, Binghamton, NY; and

WHEREAS: The proposal for this project came in at \$146,173; and

WHEREAS: Pending the County Legislature authorizes and approves the re-establishment of prior year accounts; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for construction support and inspection for East Spencer Road over South Branch Catatunk Creek to McFarland Johnson not to exceed \$146,173 to be paid out of the East Spencer over South Branch Catatunk Creek account H5110.540004.H2303.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD DESIGN SERVICES TO  
DELTA ENGINEERS FOR HVAC  
SYSTEM AT 56 MAIN STREET NORTH WING

WHEREAS: Tioga County has budgeted for the replacement of a portion of the HVAC system at the North Wing of the County Office Building at 56 Main Street; and

WHEREAS: The Commissioner of Public Works received a proposal for design services for this project from Delta Engineers, Endwell, NY; and

WHEREAS: The proposal for the design phase of the project is \$77,055; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for design services of the partial HVAC System Replacement at the County Office Building for Delta Engineers not to exceed \$77,055 to be paid out of the following account:

H1620.520911      Renovations 56 Main Street

REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 APPROVE SOLE SOURCE PURCHASE OF BOILERS  
AT THE PUBLIC SAFETY BUILDING  
PUBLIC WORKS

WHEREAS: Two boilers at the Public Safety Building are obsolete and failing; and

WHEREAS: The Commissioner of Public Works has budgeted for the replacement of these boilers in the 2025 Capital Budget; and

WHEREAS: The Commissioner of Public Works received a quote for the replacement of the two boilers for the amount of \$37,961.91 from Adirondack Combustion Technologies; and

WHEREAS: Legislative approval is required for all sole source purchases; and

WHEREAS: Adirondack Combustion Technologies is the sole source for replacement Patterson Kelly Boiler units which will only work with the current HVAC system installed at the Public Safety Building; and

WHEREAS: This purchase will be in Tioga County's best financial interest as it is less expensive for the County to purchase the boiler units directly from the vendor than to purchase it through a mechanical services contractor who will still need to purchase the item from Adirondack Combustion Technologies, further, this will allow Tioga County DPW personnel to install said boilers at an additional cost savings; and

WHEREAS: Funds are available for the purchase of the two boilers from Account H1620.520913; therefore be it

RESOLVED: That the Tioga County Legislature approve the purchase of the two boilers from Adirondack Combustion Technologies, Latham, NY in the amount of \$37,961.91 to be paid for out of H1620.520913.



REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 RENEW SOFTWARE LICENSE AND ANNUAL  
SUPPORT WITH CLEAR BALLOT FOR FIVE YEARS

WHEREAS: The Tioga County Board of Elections utilizes the ClearCount system by Clear Ballot to conduct election audits and count mail ballots; and

WHEREAS: The Board of Elections will continue to use this system for the foreseeable future, which is a sole source, approved by NYS-OGS, and the only independent automated audit tool for voting systems authorized for use in NYS; and

WHEREAS: The current five-year software license and support agreement expires on June 15, 2025; and

WHEREAS: The up-front cost to renew the five-year software license and annual support, plus hardware support is \$42,839.00; and

WHEREAS: The Board of Elections operating budget can accommodate annual installments to cover this expense; therefore be it

RESOLVED: That the Board of Elections is authorized to prepay the Five-Year License & Annual Support for ClearCount including hardware support, for the term 6/16/2025 to 6/15/2030, for \$42,839.00; and be it further

RESOLVED: That to cover this expense, \$8,567.80 shall be paid from the budget line A1450 540620 yearly for five years.

REFERRED TO: FINANCE/LEGAL COMMITTEE  
LEGISLATIVE WORKSESSION

RESOLUTION NO. -25 APPORTIONING FORFEITURE OF CRIME PROCEEDS  
FOR DRUG ENFORCEMENT ACTIVITIES

WHEREAS: Resolution No. 239-20 established a system for the disposal of property, the order of priority of disbursements and the restrictions on the use of both pre-conviction and post-conviction forfeitures of crime proceeds; and

WHEREAS: Tioga County has received \$1586.00 from a drug forfeiture case; and

WHEREAS: It is agreed the funds shall be divided between the agencies involved in the investigation in accordance with Section 1349 of the Civil Practice Laws and Rules; and

WHEREAS: Distribution details are as follows:

|   |                  |
|---|------------------|
| Tioga County District Attorney's Office (15%)                           | \$ 237.90        |
| Owego Police Department (5%)  | \$ 79.30         |
| NYS Office of Alcoholism and Substance Abuse Services (OASAS) \$ 507.52 |                  |
| Owego Police Department (75%)   | \$ 570.96        |
| Tioga County District Attorney's Office (25%)                           | \$ 190.32        |
|   | <u>\$1586.00</u> |

And

WHEREAS: Appropriation of funds and budget modifications require Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

|       |  |           |
|-------|--|-----------|
| FROM: | A1165-426250 Forfeiture of Crime Proceeds            | \$1268.80 |
|       | A1165-426260 Forfeiture of Crime Proceeds Restricted | \$ 317.20 |
| TO:   | A1165-540335 Asset Forfeiture Expense                | \$1268.80 |
|       | A1165-540336 Asset Forfeiture Expense-Restricted     | \$ 317.20 |

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 RE-ESTABLISH PRIOR YEAR 2024  
CAPITAL EQUIPMENT FUNDS AND  
AMEND 2025 BUDGET - PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) ordered a vehicle in 2024 as part of the Public Works Five Year Capital Plan; and

WHEREAS: Due to a still unresolved safety recall the vehicle could not be delivered in 2024; and

WHEREAS: Capital Equipment needs to be applied to the budget year in which the product is received; and

WHEREAS: 2024 Capital Equipment funds and related revenues need to be re-established and the 2025 budget increased accordingly; and

WHEREAS: Re-establishment of prior year Capital funds and Amending of Budget requires Legislative approval; therefore be it

RESOLVED: That Capital Equipment Car/Truck account H4011 520060 be re-established with 2024 funds in the amount of \$32,143.16 and the 2025 budget be increased accordingly:

|   |              |
|---|--------------|
| H4011 434010 State Aid-Public Health          | \$ 11,571.54 |
| H4011 520060 Public Health Capital: Car/Truck | \$ 32,143.16 |

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 AMEND BUDGET & APPROPRIATE FUNDS  
PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) appropriated funding awards via Resolution Nos. 238-22 and 465-23 for the purpose of the "Pilot Program for Protecting Vulnerable Private Wells and Smaller Water Systems"; and

WHEREAS: The funding originated from the Centers for Disease Control and is being distributed through Health Research Inc.; and

WHEREAS: TCPH has received official notice of the extension of the period to expend the funds and continue the pilot program; and

WHEREAS: The new funding period is through August 31, 2025; and

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

RESOLVED: That funding be appropriated as follows:

|       |  |           |
|-------|--|-----------|
| From: | A4090 434500-WELL State Aid-Public Health-Well | \$ 13,850 |
| To:   | A4090 540595-WELL Services Rendered-Well       | \$ 13,850 |

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 AMEND 2025 BUDGET & APPROPRIATE FUNDS  
PUBLIC HEALTH

WHEREAS: Tioga County Public Health has been awarded additional funding from the New York State Department of Health (NYSDOH); and

WHEREAS: The award is for successful participation in the NYSDOH Local Health Department Year 12 Performance Incentive Program; and

WHEREAS: The funding is designated for Public Health program related expenses; and

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

RESOLVED: That funding be appropriated as follows:

|                    |                                |          |
|--------------------|--------------------------------|----------|
| From: A4011 434010 | Public Health: State Aid       | \$20,286 |
| To: A4011 540487   | Public Health: Program Expense | \$20,286 |

REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 RE-ESTABLISH PRIOR YEAR 2024  
PUBLIC WORKS FUNDS

WHEREAS: Prior Year Public Works Funds need to be re-established for the remaining unspent balance as of year-end 2024 for purchase or completion in 2025; therefore be it

RESOLVED: That the following accounts and amounts be re-established and the 2025 budget is amended:

| <b>Capital Construction</b> |                         | <b>Amount to Re-Establish</b> |
|-----------------------------|-------------------------|-------------------------------|
| H1620.520911                | 56 Main Street HVAC     | \$795,392.35                  |
| H1620.520926                | PSB Chiller             | \$143,011.54                  |
| H1620.520927                | Court Annex Cupola/HVAC | \$532,605.72                  |
| H1620.520994.BG001          | Truck Wash Building     | \$320,407.08                  |
| H1620.521913                | PSB Piping              | \$200,000.00                  |

| <b>Capital Equipment</b> |               | <b>Amount to Re-Establish</b> |
|--------------------------|---------------|-------------------------------|
| H5130.521908             | Tandem Trucks | \$660,000.00                  |

| <b>Bridge Projects</b> |                               | <b>Amount to Re-Establish</b> |
|------------------------|-------------------------------|-------------------------------|
| D5110.435020           | State Aid Bridge Prev Maint   | \$ 36,548.73                  |
| D5110.445020           | Federal Aid Bridge Prev Maint | \$194,926.55                  |
| D5110.540050           | Bridge Preventive Maint       | \$192,657.87                  |

REFERRED TO: PUBLIC SAFETY COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 RE-ESTABLISH PRIOR YEAR 2024 CAPITAL  
FOR 2025 BUDGET FOR FIRE/EMO

WHEREAS: Personal Protective Equipment order was placed in 2024 for the Fire/EMO department but will not be received prior to the closing of 2025; and

WHEREAS: Prior year Capital Equipment requests need to be re-established for the remaining unspent balance as of year-end 2024 for purchase or completion in 2025; therefore it be

RESOLVED: That the following accounts and amounts be re-

established: Capital Equipment

|              |                               |            |
|--------------|-------------------------------|------------|
| A3410 520215 | Personal Protective Equipment | \$6,875.19 |
|--------------|-------------------------------|------------|

REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 AMEND 2024 CAPITAL BUDGET FOR  
TIOGA COUNTY CULVERT PROGRAM PHASE 1  
(FFY22) - PUBLIC WORKS

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation consisting of Federal and non-Federal funds for a project, Tioga County Culvert Program Phase 1 (FFY22), PIN 9754.94; and

WHEREAS: Resolution No. 217-21 established an expense account of \$45,000; and

WHEREAS: Resolution No. 222-21 established federal funding of \$300,000.00, state funding of \$56,250.00 and an unfunded portion of \$18,750.00 was to be taken from H 390900 Unrestricted Fund Balance; and

WHEREAS: Resolution No. 129-24 established that an additional expense account of \$66,643.00 was to be taken from H 390900 Unrestricted Fund Balance; and

WHEREAS: NYSDOT Supplemental Agreement #3 for PIN 9754.94 was executed on June 26, 2024; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That the revenue and fund balance lines for this project be revised as follows:

|                    |                                 |               |
|--------------------|---------------------------------|---------------|
| H5110.435020.H1008 | State Revenue for PIN 9754.94   | \$ 72,481.00  |
| H5110.445020.H1008 | Federal Revenue for PIN 9754.94 | \$ 386,563.00 |
| H 390900           | Unrestricted Fund Balance       | \$ 24,099.00  |



REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 AMEND 2024 CAPITAL BUDGET FOR  
DAY HOLLOW RD., TAYLOR RD., AND  
BODLE HILL RD. PAVING REHAB - PUBLIC WORKS

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation consisting of Federal and non-Federal funds for a project, Day Hollow Rd., Taylor Rd., and Bodle Hill Rd. Pavement Rehabilitation PIN 9755.30; and

WHEREAS: Resolution No. 268-24 established that the unfunded portion of \$223,340.00 was to be taken from H 390900 Unrestricted Fund Balance; and

WHEREAS: The non-Federal portion of Marchiselli funding has now been approved; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That fund balance and revenue accounts be revised as follows:

|                    |                               |               |
|--------------------|-------------------------------|---------------|
| H5110.435020.H2402 | State Revenue for PIN 9755.30 | \$ 167,505.00 |
| H 390900           | Unrestricted Fund Balance     | \$ 55,835.00  |

REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 AMEND 2024 CAPITAL BUDGET FOR  
HARNICK ROAD OVER APALACHIN CREEK –  
PUBLIC WORKS

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation consisting of Federal and non-Federal funds for a project, Harnick Road over Apalachin Creek PIN 9754.90; and

WHEREAS: Supplemental Agreement #2 with NYSDOT was executed on July 25, 2024 which added some additional funding; and

WHEREAS: The non-Federal portion of Marchiselli funding has now been approved; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That the state revenue account be revised as follows:

|                    |                          |              |
|--------------------|--------------------------|--------------|
| H5110.435020.H2102 | SA – Harnick Road Bridge | \$ 46,560.00 |
|--------------------|--------------------------|--------------|

REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 AMEND 2025 BUDGET AND  
TRANSFER FUNDS CLEANING EQUIPMENT  
PUBLIC WORKS

WHEREAS: The Commissioner of Public Works has identified a need for a few pieces of cleaning equipment; and

WHEREAS: These pieces of equipment were not budgeted for in 2025; and

WHEREAS: Public Works is willing to utilize the available funds in their 2025 Operating Budget for these pieces of equipment; and

WHEREAS: Legislative approval is needed to amend the 2025 Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2025 Budget:

|                    |                     |            |
|--------------------|---------------------|------------|
| From: A1620.540072 | Cleaning Supplies   | \$5,775.00 |
| To: A1620.520130   | Equipment (not car) | \$5,775.00 |

REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 AMEND 2025 CAPITAL BUDGET AND  
TRANSFER FUNDS FOR LOADER – PUBLIC WORKS

WHEREAS: The Commissioner of Public Works has budgeted for the purchase of a Compact Track Loader within the 2025 Capital Budget; and

WHEREAS: On December 19, 2024 the Commissioner of Public Works received a quote for the purchase of a Compact Track Loader; and

WHEREAS: The quote came in higher than the budgeted amount; and

WHEREAS: Budget amendments require Legislative approval; and

WHEREAS: Pending the County Legislature authorizes and approves the re-establishment of prior year accounts; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

|                          |                     |             |
|--------------------------|---------------------|-------------|
| From: H1620.520994.BG001 | Truck Wash Building | \$20,000.00 |
| To: H5130.520920         | Loader              | \$20,000.00 |

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 TRANSFER OF FUNDS  
2025 BUDGET MODIFICATION  
DISTRICT ATTORNEY

WHEREAS: The District Attorney's Office has a need for 4 ProBook 450 G10 Business Laptops, portable computers, for two Assistant District Attorneys and two District Attorney Investigators to work offsite; and

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

RESOLVED: That the District Attorney's 2025 budget be modified and the following sums be transferred from within the District Attorney's budget to cover the costs of said computer equipment.

|                                |            |
|--------------------------------|------------|
| From: A1165.540700 Transcripts | \$2,978.72 |
| To: A1165.520090 Computer      | \$2,978.72 |

REFERRED TO: PUBLIC SAFETY COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 TRANSFER OF FUNDS  
2025 BUDGET MODIFICATION  
CORONER'S OFFICE

WHEREAS: The Coroner's Office has a need to re-install a radio in a different vehicle for Coroner Ryan Kline; and

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

WHEREAS: The original 2025 budget did not include the A1185.540140 Contracting Services line; therefore be it

RESOLVED: That the Coroner's budget be modified and the following sums be transferred from within the Coroner's budget to cover the costs of said radio installation.

|                    |                      |          |
|--------------------|----------------------|----------|
| From: A1185.540590 | Services Rendered    | \$688.81 |
| To: A1185.540140   | Contracting Services | \$688.81 |

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -25 APPROPRIATION OF FUNDS  
BUDGET MODIFICATION 2025  
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene has been allocated additional pass-through state aid funding for the purpose of Alcohol and Substance Abuse Prevention; and

WHEREAS: Tioga County Mental Hygiene has contracted with the Tompkins-Seneca-Tioga BOCES and Council on Alcohol and Substance Abuses of Livingston County, d.b.a. Trinity to provide these services to Tioga County residents and Tioga County Jail inmates; and

WHEREAS: Tioga County Mental Hygiene will incur no local share increase, yet this will require an appropriation of funds into the proper account codes; and

WHEREAS: The appropriation of funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated and 2025 budget modified as follows:

|                    |                                 |             |
|--------------------|---------------------------------|-------------|
| From: A4211.434861 | State Aid Council on Alcoholism | \$ 2,013.00 |
| To: A4211.540590   | Services Rendered               | \$ 76.00    |
| To: A4211.540595   | Services Rendered Other         | \$ 1,937.00 |

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. - 25 APPROPRIATION OF FUNDS AND  
AMEND 2025 BUDGET  
SOCIAL SERVICES

WHEREAS: Additional funding has been awarded to Tioga County Department of Social Services from the Office of Children and Family Services for Non-Residential Domestic Violence Services; and

WHEREAS: A New Hope Center is the approved Non-Residential Domestic Violence Program in Tioga County; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A6010.446100 Federal Aid: Administration \$ 43,276

To: A6010.540140 Contracting Services \$ 43,276



REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. - 25 APPROPRIATION OF FUNDS AND  
AMEND 2025 BUDGET  
SOCIAL SERVICES

WHEREAS: Tioga County Department of Social Services has received a Code Blue allocation to implement emergency measures for the homeless during inclement winter weather; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

|   |          |
|---|----------|
| From: A6010.436100 State Aid: Social Services Admin | \$ 5,000 |
| To: A6010.540487 Program Expense                    | \$ 5,000 |

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. - 25 APPROPRIATION OF FUNDS AND  
AMEND 2025 BUDGET  
SOCIAL SERVICES

WHEREAS: Tioga County Department of Social Services has received funding through the American Rescue Plan Act of 2021: Grants To Enhance Adult Protective Services administered by the Administration of Community Living (ACL); and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

|  |          |
|--|----------|
| From: A6010.446100 Federal Aid: Administration | \$ 5,979 |
| To: A6010.540487 Program Expense               | \$ 5,979 |

And be it further

RESOLVED: That available funds on 12/31/25 of the original \$5,979 will be carried forward into the New Year.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. - 25 APPROPRIATION OF FUNDS AND  
AMEND 2025 BUDGET  
SOCIAL SERVICES

WHEREAS: Tioga County Department of Social Services has received a Shelter Arrears Eviction Forestallment (SAFE) Program allocation to provide services and expenses related to the payment of shelter arrears necessary to retain housing for certain households that are in receipt of or eligible for ongoing emergency Public Assistance; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A6010.436100 State Aid: Social Services Admin \$ 16,784

To: A6010.540487 Program Expense \$ 16,784

And be it further

RESOLVED: That available funds on 12/31/25 of the original \$16,784 will be carried forward into the New Year.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE  
LEGISLATIVE WORKSESSION  
FINANCE COMMITTEE

RESOLUTION NO. -25 APPROPRIATION OF FUNDS AND  
AMEND 2025 BUDGET  
SOCIAL SERVICES

WHEREAS: Additional funds have been awarded to Tioga County Department of Social Services from the Office of Children and Family Services for the operation of the Child Advocacy Center; and

WHEREAS: The plan submitted for expenditures of these funds for 1/1/2025-8/31/2025 has been approved; and

WHEREAS: Appropriation of these funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

|  |              |
|--|--------------|
| From: A6050.436100 State-Child Advocacy Center | \$ 66,666.00 |
| To: A6050.520090 Computers                     | \$ 15,786.00 |
| To: A6050.520210 Other Furniture               | \$ 14,800.00 |
| To: A6050.540140 Contracting Services          | \$ 10,316.00 |
| To: A6050.540191 Electric Utility              | \$ 100.00    |
| To: A6050.540640 Supplies (Not Office)         | \$ 1,107.00  |
| To: A6050.540487 Program Expense               | \$ 12,357.00 |
| To: A6050.540550 Rent/Lease                    | \$ 8,000.00  |
| To: A6050.540733 Training/All Other            | \$ 4,200.00  |

REFERRED TO: PERSONNEL COMMITTEE  
HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. -25 AMEND RESOLUTION NO. 31-25;  
AUTHORIZE SALARY REALLOCATION WITHIN  
CSEA SALARY SCHEDULE FOR  
PUBLIC HEALTH TECHNICIAN  
PUBLIC HEALTH

WHEREAS: Resolution No. 31-25 authorized the salary reallocation within CSEA salary schedule for Public Health Technician; and

WHEREAS: The CSEA salary schedule was just revised as part of the new collective bargaining agreement requiring the updating of the salary amount identified in the RESOLVED statement of Resolution No. 31-25; and

WHEREAS: The CSEA salary grade was VII (\$42,448-\$43,448) with the reallocation of the Public Health Technician to CSEA salary grade IX (\$47,284 -\$48,284); therefore be it

RESOLVED: That the 2025 annual salary of current incumbent in said title that was listed in Resolution No. 31-25 shall be increased by \$4,836 effective retroactive to January 13, 2025.

REFERRED TO: FINANCE COMMITTEE  
PERSONNEL COMMITTEE

RESOLUTION NO. -25 AUTHORIZE APPOINTMENT OF 2<sup>nd</sup> and  
4<sup>th</sup> ASSISTANT DISTRICT ATTORNEY  
DISTRICT ATTORNEY'S OFFICE

WHEREAS: A new 4<sup>th</sup> Assistant District Attorney position was created as part of the 2025 Budget process; and

WHEREAS: The 4<sup>th</sup> Assistant District Attorney duties are remote and include appeals and administrative filings, including but not limited to discovery compliance and responses; and

WHEREAS: The 2<sup>nd</sup> Assistant District Attorney, Torrance Schmitz, wishes to transition to the 4<sup>th</sup> Assistant District Attorney position; and

WHEREAS: The District Attorney seeks to fill the 4<sup>th</sup> Assistant District Attorney position with Torrance Schmitz; and

WHEREAS: The District Attorney seeks to immediately fill the 2<sup>nd</sup> Assistant District Attorney vacancy by promoting the 3<sup>rd</sup> Assistant District Attorney, Lillian Reardon, to the position of 2<sup>nd</sup> Assistant District Attorney; therefore be it

RESOLVED: That Tioga County District Attorney is hereby authorized to appoint Torrance Schmitz to the position of 4<sup>th</sup> Assistant District Attorney at an annual salary of \$88,825 retroactive to February 10, 2025; and be it further

RESOLVED: That the Tioga County District Attorney is hereby authorized to appoint Lillian Reardon to the position of 2<sup>nd</sup> Assistant District Attorney at an annual salary of \$107,750 retroactive to February 10, 2025.

REFERRED TO: LEGISLATIVE WORKSESSION  
PERSONNEL COMMITTEE

RESOLUTION NO. -25 AUTHORIZE APPOINTMENT OF  
DEPUTY CLERK TO THE LEGISLATURE  
LEGISLATIVE OFFICE

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

WHEREAS: The full-time position of Deputy Clerk to the Legislature has been vacant since August 2, 2024 due to resignation; and

WHEREAS: The Clerk of the Legislature has recruited for a replacement and after interviewing, a qualified candidate has been identified who is willing and eligible for appointment; therefore be it

RESOLVED: That the Clerk of the Legislature is hereby authorized to appoint Stephanie Baldwin to the title of Deputy Clerk to the Legislature with a start date of February 24, 2025, at an annual Management/Confidential salary of \$46,000; and be it further

RESOLVED: That this resolution will be null and void if Ms. Baldwin fails to pass the County mandated criminal background check.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE  
PERSONNEL COMMITTEE

RESOLUTION NO. -25 RE-APPOINTMENT OF COUNTY HISTORIAN

WHEREAS: Emma Sedore was first appointed Tioga County Historian on November 13, 2001; and

WHEREAS: She is a dedicated Historian; and

WHEREAS: Her term is set to expire March 31, 2025 and Ms. Sedore is willing and able to serve another two-year term; therefore be it

RESOLVED: That Emma Sedore is hereby re-appointed County Historian for a two-year term from April 1, 2025 until March 31, 2027.



REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE  
PERSONNEL COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 CREATE AND FILL PERMANENT, FULL-TIME  
CLINICAL SOCIAL WORKER POSITION  
MENTAL HYGIENE

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

WHEREAS: The Director of Community Services has identified a need for the additional position due to level of service demand; therefore be it

RESOLVED: That the Director of Community Services is hereby authorized to create one (1) permanent, full-time position of Clinical Social Worker at an annual rate of \$66,917 (CSEA SG XVI) effective March 10, 2025; and be it further

RESOLVED: That the Mental Hygiene Department's 2025 authorized full-time headcount shall increase from 44 to 45; and be it further

RESOLVED: That funding be appropriated as follows:

|                    |                             |             |
|--------------------|-----------------------------|-------------|
| From: A4310 416200 | Mental Health Fees          | \$79,903.36 |
| To: A4310 510010   | Full Time Salary            | \$54,266.94 |
| A4310 581088       | State Retirement Fringe     | \$ 5,526.80 |
| A4310 583088       | Social Security Fringe      | \$ 3,929.81 |
| A4310 584088       | Workers Compensation Fringe | \$ 969.06   |
| A4310 585588       | Disability Insurance Fringe | \$ 55.03    |
| A4310 586088       | Health Insurance Fringe     | \$15,142.86 |
| A4310 588988       | Eap Fringe                  | \$ 12.86    |

REFERRED TO: PERSONNEL COMMITTEE  
LEGISLATIVE WORKSESSION

RESOLUTION NO. -25 AMEND EMPLOYEE HANDBOOK:  
SECTION IV. PERSONNEL RULES;  
SUBSECTION j., MANAGEMENT/CONFIDENTIAL  
BENEFITS; PARAGRAPH II. B. LEAVE ACCRUALS  
VACATION SELLBACK & PARAGRAPH IV. A  
BEREAVEMENT

WHEREAS: The Personnel Officer and the Payroll Coordinator have identified a need to update the Management/Confidential policy sections entitled Bereavement and Vacation Sellback; and

WHEREAS: There is an issue with employees whose anniversary date falls within the 2<sup>nd</sup> payroll in January, and selling back vacation; and

WHEREAS: The bereavement policy needs to be updated to identify "stepparent" as an eligible bereavement leave; therefore be it

RESOLVED: That the Management/Confidential Benefits Policy Subsection j., Paragraph II. B. Leave Accruals - Vacation Sell Back be amended as follows:

B. VACATION SELLBACK

Full-time employees who have been employed full-time by Tioga County for at least 10 consecutive years may sell back Vacation days in accordance with the following parameters:

- A maximum of 5 days of Vacation may be sold back per budget year.
- A balance of at least 10 days of Vacation must exist after the sell-back occurs; if a Vacation balance of at least 10 days does not exist at the time the pay-out occurs, the sellback is nullified, and the pay-out will not occur.
- An employee must notify their Department Head (in the case of a Department Head selling back time, they notify the Chair of the Legislature) of their intent to sell-back Vacation days and how many by August 1 using the prescribed form; pay-out for the time will occur the following January in the second paycheck issued.
- An employee whose anniversary date falls between August 1 and January 1 may submit a notice in anticipation of Vacation time being received prior to the January pay-out.

- In the event an employee anniversary date falls within the 2<sup>nd</sup> payroll of January, the Treasurer's Office may adjust the vacation days accordingly.

And be it further

RESOLVED: That the Management/Confidential Benefits Policy Subsection j., Paragraph; IV. A. Bereavement be amended as follows:

#### **IV. BEREAVEMENT**

- A. Upon the death of a spouse, domestic partner, child, parent, stepparent or sibling, the County employee involved shall be entitled to five (5) working days with pay. When working four (4) ten-hour days, Public Works employees shall be granted forty hours of bereavement leave.

For this clause, the term "child" includes the employee's natural child, stepchild or any other child who has resided with the employee and for whom the employee has been the primary care provider, both financially and emotionally for such child.

For this clause, the term "domestic partner" includes a person:

- in a committed relationship with the employee;
- over 18 years of age;
- not married to the employee or another person;
- has shared a combined residence for at least one year with the employee;
- who is financially interdependent with the employee.

The employee must be able to provide documentation of their financial interdependence which is acceptable to the Personnel Officer.

Upon the death of a father-in-law, mother-in-law, son-in-law, daughter-in-law, grandparent, grandchild or step-relations, any County employee shall be entitled to three (3) working days with pay. When working four (4) ten-hour days, Public Works employees shall be granted thirty hours of bereavement leave.

Leaves for family deaths not covered by sub-section A above may be granted with Department Head approval and deducted from any

accumulated benefit time, subject to all other provisions. Bereavement leave is to be taken in consecutive full days unless authorized by the department head for extenuating circumstances.

And be it further

RESOLVED: That the remainder of Subsection j., Management/Confidential Benefits remains unchanged.