



FINANCE, LEGAL & SAFETY COMMITTEE

August 13, 2024

10:00 A.M.

- APPROVAL OF MINUTES: July 9, 2024

- FINANCIAL
 - Safety
 - Law

- OLD BUSINESS
 - Litigation
 - In Rem

- NEW BUSINESS
 - 2025 Budget
 - District Attorney
 - Public Defender
 - Safety
 - County Attorney
 - Barton Solar, LLC PILOT Agreement
 - Juvenile Delinquents

- PERSONNEL
 - 2nd Assistant County Attorney

- RESOLUTIONS
 - AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES, SUBSECTION T. ENTITLED RIGHTS OF NURSING EMPLOYEES TO EXPRESS BREAST MILK
 - AUTHORIZING LEGISLATIVE CHAIR SIGNATURE ON BARTON SOLAR, LLC PAYMENT IN LIEU OF TAX (PILOT) AGREEMENT
 - AUTHORIZE THE SUBMISSION OF REQUEST FOR PROPOSALS (RFP) FOURTH FAMILY DEFENSE QUALITY IMPROVEMENT AND CASELOAD REDUCTION GRANT
 - APPOINT 2nd ASSISTANT COUNTY ATTORNEY LAW DEPARTMENT

- PROCLAMATIONS
 - None
- EXECUTIVE SESSION
- ADJOURNMENT

Office of the County Attorney



FINANCE, LEGAL & SAFETY COMMITTEE

July 9, 2024

10:30 a.m.

ATTENDANCE:

Legislators: Chair Sauerbrey, Ciotoli, Monell, Flesher, Roberts, Brown, Standinger, and Mullen

Staff: Legislative Clerk Haskell, County Attorney DeWind, Deputy Treasurer Chandler, Safety Officer Holbrook, Chief Accountant Douglas, Accountant Schurter, Public Defender Cline, Clerk Fahey, ILS Administrator Graven, County Administrator Bailey

• APPROVAL OF MINUTES:

- Legislator Ciotoli asked for a motion to approve the June 11, 2024, minutes. Legislator Roberts made the motion seconded by Legislator Brown and was unanimously carried.

• FINANCIAL:

- Safety's budget is tracking well. Ms. Holbrook is working cooperatively with departments to pursue grants alleviating the need to use County funds for these purchases. Due to ongoing outside counsel litigation costs Legal's "Legal Fees" object line could potentially require an influx of funds in the coming months.

• OLD BUSINESS:

- Litigation: The In Rem litigation is in process, one case is coming to a motion to dismiss while civil litigations are in a holding pattern.
- In Rem: The new redemption date for all delinquent taxpayers is August 11, 2024. The new foreclosure process does provide for re-establishing former liens should property be sold back to the prior owner by the Legislature. There are still details to be worked out with the Court regarding implementing these details. Court now has an online form on how to claim funds from properties that have been foreclosed on. There are major issues that will need to be addressed such as how properties will be appraised, what this process will look like, and the impact appraisal cost will have on this year and ongoing year's budgets. Mr. Humes is continuing to work on the new required

extra steps for service and will be submitting a petition in August for the County to take title of the properties listed on the Treasurer's spreadsheet.

- Ethics Board: The Ethics Board met last month to review annual policy review attestations and financial disclosure statements. Chair Davis and Vice Chair Ceccherelli were reelected to their positions. Starting this year and going forward thank you letters will be sent to County employee board liaisons whose board has a one hundred percent (100%) compliance rate.
- NEW BUSINESS:
 - Budget: Legal will be adding a line for translation services. This line will be zero based with funds pulled from "Legal Fees". Contemplated salary adjustments could impact the budget and Legal would like to explore which budget hosts the In Rem expenses including appraisal work. These currently are all in the treasurer's budget.
 - Services Expo: This event was well attended. Ms. Holbrook was instrumental in the set up of this event. Fair housing had birdhouses for children to paint and Mr. Humes was on hand to speak with the public regarding the foreclosure process.
 - Compliance Programs: Most of the County's compliance programs sit in the Law Department with some shared duties with Personnel. The County does not have a stand-alone compliance program or officer. The investigations can take up a good deal of County Attorney time unless sent to outside counsel at no small expense. Currently workplace violence claims are taking up quite a lot of time as these claims need to be investigated immediately. Mr. DeWind suggested looking at a compliance program coordinator, which is fairly common in other counties, to not only investigate workplace violence claims but to also ensure the County is complaint will state and federal guidelines.
 - Contracts: Legal has reached out to departments to ensure all contracts are being entered into MUNIS in a timely manner.
 - ILS Budget: Ms. Graven stated the state is allowing some of the funds from Year 6 to be rolled over into this year. However, for the 2025 ILS budget seven hundred thousand dollars (\$700,000 USD) is going to be requested to cover the increase of assigned counsel rates and new discovery demands. The state will reimburse twenty-five percent (25%) of assigned counsel vouchers up to one hundred seventy-five

thousand dollars (\$175,000 USD) which is split between ILS and the Public Defender's Office. The Public Defender's case load is higher however ILS has a majority of the high-profile cases. There are two high profile cases that will be going to trial by the end of this year requiring interim vouchers to be approved.

- Public Defender's Budget: Mr. Cline stated the Public Defender's budget will be zero based.

- PERSONNEL:
 - 2nd Assistant County Attorney Position: A resolution is being presented to increase the salary range for this position. Mr. DeWind noted his appreciation for the work Personnel did and his hopes that with a more competitive salary there will be an increase in applications.
 - Secretary to the 1st Assistant County Attorney Position: An offer has been made and accepted for this position with a start date of July 15, 2024.

- RESOLUTIONS:
 - APPOINT SECRETARY TO THE 1ST ASSISTANT COUNTY ATTORNEY LAW DEPARTMENT; 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; REQUEST AND TRANSFER OF CONTINGENCY FUNDS & MODIFY 2024 BUDGET ASSIGNED COUNSEL; TRANSFER OF FUNDS BUDGET MODIFICATION DISTRICT ATTORNEY; AUTHORIZE ACCEPTANCE OF A GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES, ESTABLISH NEW BUDGET LINE AND AMEND 2024 BUDGET; AUTHORIZE ACCEPTANCE OF A GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES, ESTABLISH NEW BUDGET LINE AND AMEND 2024 BUDGET; ADJUST SALARY RANGE FOR 2ND ASSISTANT COUNTY ATTORNEY LAW DEPARTMENT were moved into full Legislative Session without further questions.

- PROCLAMATIONS
 - N/A

- EXECUTIVE SESSION
 - N/A
- ADJOURNMENT:
 - Legislator Ciotoli adjourned the Legal & Safety Committee at 11:53 A.M.

Respectfully submitted,

Christine Freyvogel

Secretary to the County Attorney

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County 2024 SAFETY BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
CI Liability Insurance Fund							
CI8042 504 Coordinator/Safety							
CI8042 424010 Interest And Earn	0	0	0	-2,987.49	.00	2,987.49	100.0%
CI8042 510010 Fulltime	58,520	0	58,520	33,504.00	.00	25,016.00	57.3%
CI8042 540140 Contracting Servi	164,500	-160,000	4,500	2,446.50	353.50	1,700.00	62.2%
CI8042 540140 M7674 Contracting	0	170,855	170,855	74,760.41	85,239.59	10,854.88	93.6%
CI8042 540340 Literature	250	0	250	.00	.00	250.00	.0%
CI8042 540410 Nursing Supplies	2,000	0	2,000	605.47	.00	1,394.53	30.3%
CI8042 540420 Office Supplies	400	0	400	169.82	.00	230.18	42.5%
CI8042 540480 Postage	75	0	75	.64	.00	74.36	.9%
CI8042 540640 Supplies (Not Off	600	0	600	366.67	.00	233.33	61.1%
CI8042 540733 Training/All Othe	3,500	0	3,500	1,313.23	.00	2,186.77	37.5%
CI8042 581088 State Retirement	0	4,687	4,687	4,377.28	.00	309.91	93.4%
CI8042 583088 Social Security F	0	2,747	2,747	2,527.01	.00	220.09	92.0%
CI8042 584088 Workers Compensat	0	878	878	735.36	.00	143.13	83.7%
CI8042 585588 Disability Insura	0	46	46	41.76	.00	4.71	89.9%
CI8042 586088 Health Insurance	0	18,369	18,369	17,312.80	.00	1,055.87	94.3%
CI8042 588988 Eap Fringe	0	12	12	9.76	.00	1.79	84.5%
TOTAL 504 Coordinator/Safety	229,845	37,594	267,439	135,183.22	85,593.09	46,663.04	82.6%
TOTAL Liability Insurance Fund	229,845	37,594	267,439	135,183.22	85,593.09	46,663.04	82.6%
TOTAL REVENUES	0	0	0	-2,987.49	.00	2,987.49	
TOTAL EXPENSES	229,845	37,594	267,439	138,170.71	85,593.09	43,675.55	
GRAND TOTAL	229,845	37,594	267,439	135,183.22	85,593.09	46,663.04	82.6%

** END OF REPORT - Generated by Freyvogel, Christine **



TIOGA COUNTY, NEW YORK

Tioga County 2024 LEGAL BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A1420 Law							
A1420 412706 Shared Services-At	-50,079	0	-50,079	-19,493.04	.00	-30,585.96	38.9%*
A1420 510010 Full Time	223,698	0	223,698	128,071.56	.00	95,626.44	57.3%
A1420 510020 Part Time/Temporar	40,233	0	40,233	23,034.15	.00	17,198.85	57.3%
A1420 520200 Office Equipment	450	0	450	.00	.00	450.00	.0%
A1420 540010 Advertising	635	0	635	.00	.00	635.00	.0%
A1420 540040 Books	1,500	0	1,500	26.50	.00	1,473.50	1.8%
A1420 540180 Dues	2,400	0	2,400	862.00	.00	1,538.00	35.9%
A1420 540330 Legal Fees	65,000	0	65,000	41,419.25	17,250.00	6,330.75	90.3%
A1420 540331 Legal Fees-Adolesc	2,000	0	2,000	.00	.00	2,000.00	.0%
A1420 540390 Mileage Expense	300	0	300	.00	.00	300.00	.0%
A1420 540420 Office Supplies	825	0	825	161.63	.00	663.37	19.6%
A1420 540480 Postage	150	0	150	92.97	.00	57.03	62.0%
A1420 540485 Printing/Paper	400	0	400	.00	.00	400.00	.0%
A1420 540731 Training/State Req	1,000	0	1,000	425.00	.00	575.00	42.5%
A1420 581088 State Retirement F	13,971	3,815	17,786	16,742.08	.00	1,043.84	94.1%
A1420 583088 Social Security Fr	0	15,479	15,479	11,360.18	.00	4,118.54	73.4%
A1420 584088 workers Compensati	0	4,385	4,385	2,941.44	.00	1,443.70	67.1%
A1420 585588 Disability Insuran	0	178	178	125.28	.00	52.91	70.3%
A1420 586088 Health Insurance F	76,972	409	77,381	58,383.04	.00	18,998.17	75.4%
A1420 588988 Eap Fringe	0	58	58	39.04	.00	18.63	67.7%
TOTAL Law	379,455	24,323	403,779	264,191.08	17,250.00	122,337.77	69.7%
TOTAL General Fund	379,455	24,323	403,779	264,191.08	17,250.00	122,337.77	69.7%
TOTAL REVENUES	-50,079	0	-50,079	-19,493.04	.00	-30,585.96	
TOTAL EXPENSES	429,534	24,323	453,858	283,684.12	17,250.00	152,923.73	
GRAND TOTAL	379,455	24,323	403,779	264,191.08	17,250.00	122,337.77	69.7%

** END OF REPORT - Generated by Freyvogel, Christine **



TIOGA COUNTY, NEW YORK

Tioga County
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20251 2025 OPERATING BUDGET FOR PERIOD 12

ACCOUNTS FOR:		2023	2024	2024	2024	2024	2025	PCT
General Fund		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Department	CHANGE
A1165	District Attorney							
A1165	426250 Forfeit Cp	-339.00	.00	-54,376.52	-6,511.00	.00	.00	.0%
A1165	426260 Forf Cp Rs	-1,661.47	.00	-26,536.70	-9,520.00	.00	.00	.0%
A1165	426270 Stop Dwi	-1,000.00	-10,000.00	-10,000.00	-1,000.00	.00	-10,000.00	.0%
A1165	427010 Rf Of Py E	-2,889.70	.00	.00	.00	.00	.00	.0%
A1165	427703 TDP Fees	-169,793.20	-100,000.00	-100,000.00	-146,480.00	.00	-100,000.00	.0%
A1165	430300 Sa Dist At	-72,189.00	-50,000.00	-50,000.00	.00	.00	-50,000.00	.0%
A1165	430890 Sa Prosec	-82,615.00	-30,200.00	-30,200.00	.00	.00	-30,200.00	.0%
A1165	430891 SSG	.00	.00	.00	-114,690.00	.00	.00	.0%
A1165	510010 Salary Ft	516,853.00	555,800.00	555,800.00	325,272.24	.00	576,500.00	3.7%
A1165	510020 Salary Pt	63,874.58	81,412.96	81,412.96	34,434.60	.00	81,412.96	.0%
A1165	520070 Chairs	288.33	.00	.00	.00	.00	.00	.0%
A1165	520090 Computer	3,192.13	.00	1,599.69	799.69	.00	.00	.0%
A1165	540040 Books	6,217.51	3,500.00	4,878.38	2,880.15	.00	3,500.00	-28.3%
A1165	540070 Car Maint	1,252.66	500.00	500.00	.00	.00	500.00	.0%
A1165	540140 Cont Svs	2,243.92	7,340.00	7,340.00	1,984.57	.00	7,340.00	.0%
A1165	540180 Dues	950.00	1,000.00	1,800.00	900.00	.00	1,000.00	-44.4%
A1165	540280 Investigat	2,389.42	2,400.00	2,400.00	930.80	.00	2,400.00	.0%
A1165	540320 Leased Eq	183.74	3,800.00	3,800.00	420.92	.00	3,800.00	.0%
A1165	540335 AF Expense	3,142.30	.00	54,376.52	38,805.10	.00	.00	.0%
A1165	540336 Asset Forf	2,356.80	.00	26,536.70	7,747.43	.00	.00	.0%
A1165	540390 Mileage	2,758.56	2,800.00	2,800.00	1,279.70	.00	2,800.00	.0%
A1165	540420 Office Sup	3,729.66	3,000.00	3,000.00	1,745.35	.00	3,000.00	.0%
A1165	540480 Postage	688.74	2,500.00	900.31	408.93	.00	2,500.00	177.7%
A1165	540485 Printpaper	364.14	300.00	300.00	286.94	.00	300.00	.0%
A1165	540660 Telephone	577.48	500.00	500.00	289.55	.00	500.00	.0%
A1165	540700 Transcript	27,462.35	55,000.00	52,821.62	14,288.08	.00	55,000.00	4.1%
A1165	540720 Trial Cost	23,227.80	10,000.00	10,000.00	9,138.98	.00	10,000.00	.0%
A1165	540733 Train Oth	593.94	600.00	600.00	.00	.00	600.00	.0%
A1165	581088 St Ret	32,167.35	50,351.06	28,111.59	21,630.72	.00	35,150.00	25.0%
A1165	583088 Social Sec	42,658.37	.00	37,467.97	28,413.43	.00	50,331.00	34.3%
A1165	584088 Work Comp	8,227.76	8,571.04	7,400.48	4,412.16	.00	7,170.00	-3.1%
A1165	585588 Disab Ins	134.45	271.72	118.79	83.52	.00	136.00	14.5%
A1165	586088 Health Ins	107,044.81	23,658.00	94,060.21	69,251.20	.00	112,532.00	19.6%
A1165	588988 Eap	108.31	.00	97.33	58.56	.00	96.00	-1.4%
	TOTAL District Attorney	522,200.74	623,104.78	707,509.33	287,261.62	.00	766,367.96	8.3%
	TOTAL General Fund	522,200.74	623,104.78	707,509.33	287,261.62	.00	766,367.96	8.3%
	GRAND TOTAL	522,200.74	623,104.78	707,509.33	287,261.62	.00	766,367.96	8.3%

** END OF REPORT - Generated by Bailey, Jackson **

Budget Notes

Org	Obj	2024 Budget	2025 Budget	Difference	Notes
A1165 - District Attorney	426250 - Forfeiture Of Crime Proceeds	\$0.00		\$0.00	
	426260 - Forfeiture Of Crime Proceeds-R	\$0.00		\$0.00	
	426270 - Stop DWI Program	(\$10,000.00)	(\$10,000.00)	\$0.00	
	427010 - Refunds Of Prior Years Expense	\$0.00		\$0.00	
	427703 - Traffic Diversion Program	(\$100,000.00)	(\$100,000.00)	\$0.00	
	430300 - State Aid-District Attorney	(\$50,000.00)	(\$50,000.00)	\$0.00	
	430890 - State Aid-Other (Specify)	(\$30,200.00)	(\$30,200.00)	\$0.00	
	430891 - State Aid Grant	\$0.00		\$0.00	
	510010 - Fulltime	\$555,800.00	\$576,500.00	\$20,700.00	
	510020 - Part Time/Temporary	\$81,412.96	\$81,412.96	\$0.00	We are submitting a proposal to eliminate the part time Confidential Assistant position so that we can use the funds towards a new full time ADA and new part time investigator position.
	510050 - All Other-On Call,Cloth,Stipe,	\$0.00		\$0.00	
	520020 - Audio Visual Equipment	\$0.00		\$0.00	
	520070 - Chairs	\$0.00		\$0.00	
	520090 - Computer	\$0.00		\$0.00	
	520200 - Office Equipment	\$0.00		\$0.00	
	540040 - Books	\$3,500.00	\$3,500.00	\$0.00	
	540070 - Car Maintenance	\$500.00	\$500.00	\$0.00	
	540140 - Contracting Services	\$7,340.00	\$7,340.00	\$0.00	
	540180 - Dues	\$1,000.00	\$1,000.00	\$0.00	
540280 - Investigations	\$2,400.00	\$2,400.00	\$0.00		
540320 - Leased/Service Equipment	\$3,800.00	\$3,800.00	\$0.00		
540335 - Asset Forf. Exp-Non Rest	\$0.00		\$0.00		
540336 - Asset Forf. Exp-Restricted	\$0.00		\$0.00		

Org	Obj	2024 Budget	2025 Budget	Difference	Notes
A1165 - District Attorney	540390 - Mileage Expense	\$2,800.00	\$2,800.00	\$0.00	
	540420 - Office Supplies	\$3,000.00	\$3,000.00	\$0.00	
	540480 - Postage	\$2,500.00	\$2,500.00	\$0.00	
	540485 - Printing/Paper	\$300.00	\$300.00	\$0.00	
	540660 - Telephone	\$500.00	\$500.00	\$0.00	
	540700 - Transcripts	\$55,000.00	\$55,000.00	\$0.00	
	540720 - Trial Costs	\$10,000.00	\$10,000.00	\$0.00	
	540721 - Trial Costs Specific	\$0.00		\$0.00	
	540733 - Training/All Other	\$600.00	\$600.00	\$0.00	
	581088 - State Retirement Fringe	\$50,351.06	\$35,150.00	(\$15,201.06)	
	583088 - Social Security Fringe	\$0.00	\$50,331.00	\$50,331.00	
	584088 - Workers Compensation Fringe	\$8,571.04	\$7,170.00	(\$1,401.04)	
	585088 - Unemployment Insurance Fringe	\$0.00		\$0.00	
	585588 - Disability Insurance Fringe	\$271.72	\$136.00	(\$135.72)	
	586088 - Health Insurance Fringe	\$23,658.00	\$112,532.00	\$88,874.00	
	588988 - EAP Fringe	\$0.00	\$96.00	\$96.00	
Org Total:		\$623,104.78	\$766,367.96	\$143,263.18	
Grand total for all Orgs:		\$623,104.78	\$766,367.96	\$143,263.18	



TIOGA COUNTY, NEW YORK

**Tioga County
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS**

ACCOUNTS FOR:		2023	2024	2024	2024	2024	2025	PCT
General Fund		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Department	CHANGE
A1170	Public Defender							
A1170	510010 Salary Ft	193,048.71	243,180.09	243,180.09	97,615.35	.00	240,920.56	-.9%
A1170	510020 salary Pt	27,174.60	94,691.00	94,691.00	46,999.87	.00	91,995.00	-2.8%
A1170	520070 Chairs	211.23	.00	.00	.00	.00	.00	.0%
A1170	540040 Books	304.41	1,170.00	1,170.00	180.54	.00	1,170.00	.0%
A1170	540140 Cont Svs	6,000.00	14,850.00	14,300.00	3,885.00	.00	14,700.00	2.8%
A1170	540180 Dues	813.30	1,260.00	1,660.00	1,100.21	.00	1,260.00	-24.1%
A1170	540280 Investigat	1,304.50	3,600.00	3,600.00	.00	.00	3,600.00	.0%
A1170	540320 Leased Eq	.00	540.00	540.00	.00	.00	540.00	.0%
A1170	540390 Mileage	3,663.76	4,680.00	4,680.00	2,128.98	.00	4,680.00	.0%
A1170	540420 office Sup	2,242.94	3,285.00	3,285.00	1,117.89	.00	3,285.00	.0%
A1170	540480 Postage	502.95	990.00	990.00	418.39	.00	990.00	.0%
A1170	540660 Telephone	300.00	1,215.00	1,215.00	180.00	.00	1,215.00	.0%
A1170	540700 Transcript	778.30	630.00	780.00	656.12	.00	780.00	.0%
A1170	540733 Train Oth	735.21	990.00	990.00	854.00	.00	990.00	.0%
A1170	581088 St Ret	21,565.81	25,832.42	19,357.15	14,813.17	.00	27,207.00	40.6%
A1170	583088 Social Sec	20,512.90	.00	18,046.17	16,085.67	.00	25,468.00	41.1%
A1170	584088 work Comp	6,291.82	6,122.36	5,602.42	3,998.52	.00	7,170.00	28.0%
A1170	585588 Disab Ins	217.80	384.58	201.78	142.55	.00	272.00	34.8%
A1170	586088 Health Ins	114,320.63	9,826.00	103,174.88	66,697.75	.00	125,224.00	21.4%
A1170	588988 Eap	82.83	.00	74.29	49.41	.00	96.00	29.2%
	TOTAL Public Defender	400,071.70	413,246.45	517,537.78	256,923.42	.00	551,562.56	6.6%
	TOTAL General Fund	400,071.70	413,246.45	517,537.78	256,923.42	.00	551,562.56	6.6%
	GRAND TOTAL	400,071.70	413,246.45	517,537.78	256,923.42	.00	551,562.56	6.6%

** END OF REPORT - Generated by Bailey, Jackson **

Budget Notes

Org	Obj	2024 Budget	2025 Budget	Difference	Notes
A1170 - Public Defender	510010 - Fulltime	\$243,180.09	\$240,920.56	(\$2,259.53)	
	510020 - Part Time/Temporary	\$94,691.00	\$91,995.00	(\$2,696.00)	
	510050 - All Other-On Call,Cloth,Stipe,	\$0.00		\$0.00	
	520070 - Chairs	\$0.00		\$0.00	TEST
	520200 - Office Equipment	\$0.00		\$0.00	
	540040 - Books	\$1,170.00	\$1,170.00	\$0.00	
	540140 - Contracting Services	\$14,850.00	\$14,700.00	(\$150.00)	
	540180 - Dues	\$1,260.00	\$1,260.00	\$0.00	
	540280 - Investigations	\$3,600.00	\$3,600.00	\$0.00	
	540320 - Leased/Service Equipment	\$540.00	\$540.00	\$0.00	
	540390 - Mileage Expense	\$4,680.00	\$4,680.00	\$0.00	
	540420 - Office Supplies	\$3,285.00	\$3,285.00	\$0.00	
	540480 - Postage	\$990.00	\$990.00	\$0.00	
	540550 - Rent/Lease	\$0.00		\$0.00	
	540660 - Telephone	\$1,215.00	\$1,215.00	\$0.00	
	540700 - Transcripts	\$630.00	\$780.00	\$150.00	
	540733 - Training/All Other	\$990.00	\$990.00	\$0.00	
	581088 - State Retirement Fringe	\$25,832.42	\$27,207.00	\$1,374.58	
	583088 - Social Security Fringe	\$0.00	\$25,468.00	\$25,468.00	
	584088 - Workers Compensation Fringe	\$6,122.36	\$7,170.00	\$1,047.64	
	585088 - Unemployment Insurance Fringe	\$0.00		\$0.00	
	585588 - Disability Insurance Fringe	\$384.58	\$272.00	(\$112.58)	
	586088 - Health Insurance Fringe	\$9,826.00	\$125,224.00	\$115,398.00	

Org	Obj	2024 Budget	2025 Budget	Difference	Notes
A1170 - Public Defender	588988 - EAP Fringe	\$0.00	\$96.00	\$96.00	
	Org Total:	\$413,246.45	\$551,562.56	\$138,316.11	
	Grand total for all Orgs:	\$413,246.45	\$551,562.56	\$138,316.11	

PUBLIC DEFENDER POSITIONS FUNDED BY GRANT

NYS Hurrell/Harring Grant 4/1/2023 to 3/31/2026

Funding Amount: \$2,313,043.26 Balance Remaining (6/30/24): \$2,039,073.28*

Position	Employee	%Covered
Chief Public Defender F/T	Thomas Cline	0.271
Assistant Public Defender F/T	James Davis	0.372
Research Attorney P/T	George Awad	100%
Assistant Public Defender P/T	Brad Helmetsie	100%
Assistant Public Defender P/T	Kristin Riddell	100%
Secretary to the Public Defender F/T	Kathy Coyne	100%
Data Officer/Document Specialist F/T	Stacy Reynolds	100%

<u>ILS Grants 11 through 14</u>		<u>Contract Amount</u>	<u>Bal. Remaining</u>
Grant 11	1/1/2021 to 12/31/2024	\$123,408.00	\$ 14,258.85*
Grant 12	1/1/2022 to 12/31/2024	\$ 61,902.00	\$ 43,005.87*
Grant 13	1/1/2023 to 12/31/2025	\$ 61,902.00	\$ 60,986.38*
Grant 14	1/1/2024 to 12/31/2026	\$123,408.00	\$123,408.00*

Position	Employee	Funded per year
Family Court Public Defender F/T	Sarah Schrader	\$ 23,402.00
Family Court Sec/Paralegal F/T	Amanda Pullano	\$ 17,500.00
Chief Public Defender F/T	Thomas Cline	\$ 10,000.00
Assistant Public Defender F/T	James Davis	\$ 2,000.00
Assistant Public Defender P/T	Todd Miller	\$ 2,000.00

*Amounts include funding for Assigned Counsel as well.



TIOGA COUNTY, NEW YORK

**Tioga County
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS**

PROJECTION: 20251 2025 OPERATING BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

Liability Insurance Fund	2023 ACTUAL	2024 ORIG BUD	2024 REVISED BUD	2024 ACTUAL	2024 PROJECTION	2025 Department	PCT CHANGE
CI8042 504 Coordinator/Safety							
CI8042 424010 Int & Earn	2,356.26	.00	.00	2,987.49	.00	.00	.0%
CI8042 510010 SALARY FT	47,383.71	58,520.00	58,520.00	33,504.00	.00	58,520.00	.0%
CI8042 520190 Nursing Eq	1,287.89	.00	.00	.00	.00	.00	.0%
CI8042 520210 Oth Furn	132.70	.00	.00	.00	.00	.00	.0%
CI8042 540070 Car Maint	.00	.00	.00	.00	.00	1,000.00	.0%
CI8042 540140 Cont Svs	3,234.00	164,500.00	4,500.00	2,800.00	.00	4,500.00	.0%
CI8042 540140 M7674 Cont Svs	83,290.24	.00	160,000.00	160,000.00	.00	160,000.00	.0%
CI8042 540220 Auto Fuel	.00	.00	.00	.00	.00	200.00	.0%
CI8042 540340 Literature	.00	250.00	250.00	.00	.00	50.00	-80.0%
CI8042 540410 Nursing Sp	2,458.84	2,000.00	2,000.00	605.47	.00	2,000.00	.0%
CI8042 540420 Office Sup	423.54	400.00	400.00	184.72	.00	400.00	.0%
CI8042 540480 Postage	.00	75.00	75.00	.64	.00	75.00	.0%
CI8042 540640 Supplies	573.57	600.00	600.00	366.67	.00	600.00	.0%
CI8042 540733 Train Oth	1,866.41	3,500.00	3,500.00	1,338.36	.00	2,500.00	-28.6%
CI8042 581088 St Ret	5,507.93	.00	4,687.19	4,377.28	.00	7,113.00	51.8%
CI8042 583088 Social Sec	3,215.95	.00	2,747.10	2,527.01	.00	4,477.00	63.0%
CI8042 584088 Work Comp	1,016.37	.00	878.49	735.36	.00	1,195.00	36.0%
CI8042 585588 Disab Ins	54.30	.00	46.47	41.76	.00	68.00	46.3%
CI8042 586088 Health Ins	21,614.82	.00	18,368.67	17,312.80	.00	28,133.00	53.2%
CI8042 588988 Eap	13.38	.00	11.55	9.76	.00	16.00	38.5%
TOTAL 504 Coordinator/Safety	174,429.91	229,845.00	256,584.47	226,791.32	.00	270,847.00	5.6%
TOTAL Liability Insurance Fu	174,429.91	229,845.00	256,584.47	226,791.32	.00	270,847.00	5.6%
GRAND TOTAL	174,429.91	229,845.00	256,584.47	226,791.32	.00	270,847.00	5.6%

** END OF REPORT - Generated by Freyvogel, Christine **

Budget Notes

Org	Obj	2024 Budget	2025 Budget	Difference	Notes
CI8042 - 504 Coordinator/Safety	424010 - Interest And Earnings	\$0.00		\$0.00	
	510010 - Fulltime	\$58,520.00	\$58,520.00	\$0.00	
	510020 - Part Time/Temporary	\$0.00		\$0.00	
	520190 - Nursing Equipment	\$0.00		\$0.00	
	520210 - Other Furniture	\$0.00		\$0.00	
	540010 - Advertising	\$0.00		\$0.00	
	540070 - Car Maintenance	\$0.00	\$1,000.00	\$1,000.00	new line- \$1000 added to line to cover vehicle deductible and maintenance
	540140 - Contracting Services	\$164,500.00	\$4,500.00	(\$160,000.00)	cdl drug testing, hearing conservation program
		\$0.00	\$160,000.00	\$160,000.00	securitas
	540220 - Automobile Fuel	\$0.00	\$200.00	\$200.00	new line increased by \$200
	540320 - Leased/Service Equipment	\$0.00		\$0.00	
	540340 - Literature	\$250.00	\$50.00	(\$200.00)	line decreased by \$200 to fund fuel line
	540410 - Nursing Supplies	\$2,000.00	\$2,000.00	\$0.00	
	540420 - Office Supplies	\$400.00	\$400.00	\$0.00	
	540480 - Postage	\$75.00	\$75.00	\$0.00	
	540485 - Printing/Paper	\$0.00		\$0.00	
	540640 - Supplies (Not Office)	\$600.00	\$600.00	\$0.00	
	540660 - Telephone	\$0.00		\$0.00	
	540733 - Training/All Other	\$3,500.00	\$2,500.00	(\$1,000.00)	line decreased by \$1000 to fund vehicle maintenance line
	581088 - State Retirement Fringe	\$0.00	\$7,113.00	\$7,113.00	
	583088 - Social Security Fringe	\$0.00	\$4,477.00	\$4,477.00	
	584088 - Workers Compensation Fringe	\$0.00	\$1,195.00	\$1,195.00	
	585088 - Unemployment Insurance Fringe	\$0.00		\$0.00	
585588 - Disability Insurance Fringe	\$0.00	\$68.00	\$68.00		

Org	Obj	2024 Budget	2025 Budget	Difference	Notes
CI8042 - 504 Coordinator/Safety	586088 - Health Insurance Fringe	\$0.00	\$28,133.00	\$28,133.00	
	588988 - EAP Fringe	\$0.00	\$16.00	\$16.00	
Org Total:		\$229,845.00	\$270,847.00	\$41,002.00	
Grand total for all Orgs:		\$229,845.00	\$270,847.00	\$41,002.00	



TIOGA COUNTY, NEW YORK

Tioga County
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2025 2025 OPERATING BUDGET FOR PERIOD 99

ACCOUNTS FOR:
General Fund

			2023 ACTUAL	2024 ORIG BUD	2024 REVISED BUD	2024 ACTUAL	2024 PROJECTION	2025 Department	PCT CHANGE
A1420	Law								
A1420	412706	Shar S Att	37,252.20	50,079.00	50,079.00	19,493.04	.00	50,079.00	.0%
A1420	510010	Salary Ft	212,438.23	223,698.00	223,698.00	119,533.46	.00	223,698.00	.0%
A1420	510020	Salary Pt	37,019.25	40,233.00	40,233.00	21,498.54	.00	40,233.00	.0%
A1420	520200	Office Eq	429.39	450.00	450.00	.00	.00	450.00	.0%
A1420	540000	Other	.00	.00	.00	.00	.00	500.00	.0%
A1420	540010	Advertisin	127.00	635.00	635.00	.00	.00	635.00	.0%
A1420	540040	Books	1,027.55	1,500.00	1,500.00	26.50	.00	1,500.00	.0%
A1420	540180	Dues	1,428.00	2,400.00	2,400.00	862.00	.00	2,400.00	.0%
A1420	540330	Legal Fees	53,518.94	65,000.00	65,000.00	58,669.25	.00	65,000.00	.0%
A1420	540331	LF-AO	750.00	2,000.00	2,000.00	.00	.00	1,500.00	-25.0%
A1420	540390	Mileage	204.80	300.00	300.00	.00	.00	300.00	.0%
A1420	540420	Office Sup	563.45	825.00	825.00	161.63	.00	825.00	.0%
A1420	540480	Postage	183.81	150.00	150.00	92.97	.00	150.00	.0%
A1420	540485	Printpaper	399.96	400.00	400.00	.00	.00	400.00	.0%
A1420	540731	Train St	460.00	1,000.00	1,000.00	425.00	.00	1,000.00	.0%
A1420	581088	St Ret	20,925.06	13,971.00	17,785.92	15,695.70	.00	27,207.00	53.0%
A1420	583088	Social Sec	17,584.08	.00	15,478.72	10,645.97	.00	20,191.00	30.4%
A1420	584088	Work Comp	4,936.66	.00	4,385.14	2,757.60	.00	4,780.00	9.0%
A1420	585588	Disab Ins	201.68	.00	178.19	117.45	.00	204.00	14.5%
A1420	586088	Health Ins	88,328.03	76,972.38	77,381.21	54,734.10	.00	94,872.00	22.6%
A1420	588988	Eap	64.99	.00	57.67	36.60	.00	64.00	11.0%
	TOTAL Law		477,843.08	479,613.38	503,936.85	304,749.81	.00	535,988.00	6.4%
	TOTAL General Fund		477,843.08	479,613.38	503,936.85	304,749.81	.00	535,988.00	6.4%
	GRAND TOTAL		477,843.08	479,613.38	503,936.85	304,749.81	.00	535,988.00	6.4%

** END OF REPORT - Generated by Freyvogel, Christine **

Budget Notes

Org	Obj	2024 Budget	2025 Budget	Difference	Notes
A1420 - Law	412706 - Shared Services-Attorney	(\$50,079.00)	(\$50,079.00)	\$0.00	
	510010 - Fulltime	\$223,698.00	\$223,698.00	\$0.00	
	510020 - Part Time/Temporary	\$40,233.00	\$40,233.00	\$0.00	
	510050 - All Other-On Call,Cloth,Stipe,	\$0.00		\$0.00	
	520070 - Chairs	\$0.00		\$0.00	
	520150 - File Cabinets	\$0.00		\$0.00	
	520200 - Office Equipment	\$450.00	\$450.00	\$0.00	
	520210 - Other Furniture	\$0.00		\$0.00	
	540000 - Contract Expense	\$0.00	\$500.00	\$500.00	This object line will be used to pay for translation services and is zero based with \$500 transferred from 540331 (Legal Fees-Adolescence Offender).
	540010 - Advertising	\$635.00	\$635.00	\$0.00	
	540040 - Books	\$1,500.00	\$1,500.00	\$0.00	
	540180 - Dues	\$2,400.00	\$2,400.00	\$0.00	
	540320 - Leased/Service Equipment	\$0.00		\$0.00	
	540330 - Legal Fees	\$65,000.00	\$65,000.00	\$0.00	
	540331 - Legal Fees-Adolescence Offend	\$2,000.00	\$1,500.00	(\$500.00)	Transfer \$500 from the original budget of \$2000 to the newly created object line "Translation Services". This will still allow for 3 after hour appearances for juvenile arrests (\$500 per appearance).
	540390 - Mileage Expense	\$300.00	\$300.00	\$0.00	
	540420 - Office Supplies	\$825.00	\$825.00	\$0.00	
	540480 - Postage	\$150.00	\$150.00	\$0.00	
	540485 - Printing/Paper	\$400.00	\$400.00	\$0.00	

Org	Obj	2024 Budget	2025 Budget	Difference	Notes
A1420 - Law	540660 - Telephone	\$0.00		\$0.00	
	540731 - Training/State Required	\$1,000.00	\$1,000.00	\$0.00	
	581088 - State Retirement Fringe	\$13,971.00	\$27,207.00	\$13,236.00	
	583088 - Social Security Fringe	\$0.00	\$20,191.00	\$20,191.00	
	584088 - Workers Compensation Fringe	\$0.00	\$4,780.00	\$4,780.00	
	585088 - Unemployment Insurance Fringe	\$0.00		\$0.00	
	585588 - Disability Insurance Fringe	\$0.00	\$204.00	\$204.00	
	586088 - Health Insurance Fringe	\$76,972.38	\$94,872.00	\$17,899.62	
	588988 - EAP Fringe	\$0.00	\$64.00	\$64.00	
	Org Total:	\$379,455.38	\$435,830.00	\$56,374.62	
	Grand total for all Orgs:	\$379,455.38	\$435,830.00	\$56,374.62	

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 AMEND EMPLOYEE HANDBOOK: SECTION IV.
PERSONNEL RULES, SUBSECTION T. ENTITLED
RIGHTS OF NURSING EMPLOYEES TO EXPRESS
BREAST MILK

WHEREAS: The Tioga County Rights of Nursing Employees to Express Breast Milk policy was adopted by Resolution No. 419-22; and

WHEREAS: Section 206-c of the New York State Labor Law now requires employers to provide reasonable paid break time to express breast milk; and

WHEREAS: The County Attorney has reviewed this policy for compliance with State and Federal Law and has identified the need to amend language in Tioga County Rights of Nursing Employees to Express Breast Milk policy in regards to unpaid time to express breast milk; and

WHEREAS: The County Attorney has revised the Rights of Nursing Employees to Express Breast Milk to reflect these changes; therefore be it

RESOLVED: That the Employee Handbook is hereby amended to add the revised policy to Section IV. Personnel Rules, Subsection t., entitled Rights of Nursing Employees to Express Breast Milk.

f. Rights of Nursing Employees to Express Breast Milk

Tioga County Right of Nursing Employees to Express Breast Milk

- I. Policy
- II. Paid Break Time
- III. Reasonable Effort and Privacy
- IV. Close Proximity
- V. Non-Discrimination

I. Policy

Tioga County shall provide written notification of the provisions of Labor Law §206-c to all employees hired and again every year after, as well as those returning to work following the birth of a child of their right to take paid leave for the purpose of expressing breastmilk. This notice will be provided to employees generally through the Employee Handbook and will be included in new employee orientations.

Employees are required to provide reasonable advance notice to their supervisors, preferably before the employee's return to work, for the

scheduling of reasonable leave time and to establish a reasonable location to express breast milk.

Tioga County provides a supportive environment where employees may express breast milk during work hours. Employees who work remotely have the same rights to paid time off for the purpose of expressing breast milk, as all other employees who perform their work in-person. Employees who choose to express breast milk in the workplace will not be discriminated against in any way.

II. Paid Break Time

Employees who choose to express breast milk will receive:

- Paid break time of 30 minutes and their normal breaks and mealtimes to breastfeed or express breast milk during work hours. Employees can use breaks and mealtimes to express breast milk for up to three years following childbirth (New York State Labor Law §206-c and Section 7 of the Fair Labor Standard Act).
- Paid break time is unique to every individual and the frequency of breaks will be based on each individual's needs.
- Paid break time that may run concurrent with regularly scheduled paid break or meal periods for time in excess of 30 minutes.

Employees may be required to postpone scheduled paid break time up to thirty minutes if they cannot be spared from duties until appropriate coverage arrives.

While Tioga County cannot require that an employee works while expressing breast milk, Labor Law § 206-c does not otherwise prevent an employee from voluntarily choosing to do so if they want to.

An employee may opt to take shorter paid breaks.

III. Reasonable Effort and Privacy

Tioga County will make a reasonable effort to provide a room or other location (not a toilet stall or restroom) close to the employee's work area where they can privately breastfeed or express breastmilk. This location or room will be sanitary, private and contain at minimum a chair, a small table or other flat surface, be well-lit at all times, have a lock or a sign for when the location is in use to ensure privacy, an electrical outlet, a refrigerator for storing expressed breast milk or a refrigerator in close proximity, and be located near a sink with running water so that employees can wash their hands and rinse out breast pump parts.

Employees may also breastfeed or express breast milk in their own private offices or in other comfortable locations agreed upon with their supervisor.

IV. Close Proximity

Any room or location provided for the expression of breast milk will be in close proximity to the work area of the employee(s) using it for the expression of breast milk. The room or location will be in walking distance and will not appreciably lengthen break time.

V. Providing a Request

If an employee wants to express breast milk at work, they need to provide Tioga County with reasonable advance written notice, generally before returning to work. This advance notice is to allow Tioga County the time to find an appropriate location and adjust schedules if needed. Employees wishing to request a room or other location to express breast milk in the workplace should do so by submitting a written request to the Personnel Officer. Tioga County will respond to this request for a room or other location to express breast milk as soon as possible. Tioga County will notify the employee in writing of the designated location.

VI. Non-Discrimination

Tioga County will not discriminate in any way against an employee who chooses to express breast milk in the workplace. Encouraging or allowing a hostile work environment could constitute discrimination within the meaning of this policy.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AUTHORIZING LEGISLATIVE CHAIR SIGNATURE ON
BARTON SOLAR, LLC PAYMENT IN LIEU OF TAX
(PILOT) AGREEMENT

WHEREAS: Barton Solar, LLC has submitted a Notice of Intent to the Town of Owego that it plans to build and operate a "Solar Energy System" with an expected total capacity of approximately 4.5 Megawatts AC; and

WHEREAS: The project location is situated on a portion of the property located on Jacobs Road, Tax Map Number 142.17-1-2.1, Town of Owego, County of Tioga, State of New York; and

WHEREAS: The Taxing Jurisdiction is defined as the Town of Owego and the County of Tioga; and

WHEREAS: The Taxing Jurisdiction has not opted out of Real Property Tax Law (RPTL) Section 487; and

WHEREAS: The Taxing Jurisdiction has indicated its intent to require Payment in Lieu of Tax (PILOT) Agreements with Barton Solar, LLC; and

WHEREAS: Pursuant to RPTL 487, the Taxing Jurisdiction has agreed to place the project as exempt upon the assessment rolls of the Taxing Jurisdiction; and

WHEREAS: Barton Solar, LLC has agreed to make an annual lump sum payment to the Taxing Jurisdiction in lieu of real property taxes for a period of fifteen (15) consecutive fiscal tax years; and

WHEREAS: The annual payment shall be in the aggregate amount of \$7,000 per Megawatt of Capacity and thereafter annual payments shall escalate by two percent (2%) per year; and

WHEREAS: The annual payments for the Taxing Jurisdiction shall be made payable to the Town of Owego, mailed to the Town of Owego, and are due no later than January 31st of each year; and

WHEREAS: The Town of Owego shall be responsible for distributing the annual payments to the County of Tioga; and

WHEREAS: The Taxing Jurisdiction has agreed that the said payments shall be disbursed to the Town of Owego and County of Tioga in equal portions; therefore be it

RESOLVED: That the Tioga County Legislature agrees to authorize the Legislative Chair to sign the Payment in Lieu of Tax (PILOT) Agreement between Barton Solar, LLC, the Town of Owego, and County of Tioga.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. -24 AUTHORIZE THE SUBMISSION OF
REQUEST FOR PROPOSALS (RFP)
FOURTH FAMILY DEFENSE QUALITY IMPROVEMENT
AND CASELOAD REDUCTION GRANT

WHEREAS: Legislative approval is required for submission of any grant application; and

WHEREAS: The Office of Indigent Legal Services will be issuing Request for Proposals (RFP) for a Fourth Family Defense Quality Improvement and Caseload Reduction Grant (4th Family Defense Grant) with awards up to \$250,000 per year for each of three years to approximately nineteen counties; and

WHEREAS: Tioga County Indigent Legal Services (ILS) would like to apply for this grant; therefore be it

RESOLVED: That Tioga County ILS be authorized to submit the Request for Proposals (RFP) for a Fourth Family Defense Quality Improvement and Caseload Reduction Grant.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 APPOINT 2nd ASSISTANT COUNTY ATTORNEY
LAW DEPARTMENT

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

WHEREAS: Due to the promotion of the 2nd Assistant County Attorney to the position of the 1st Assistant County Attorney the position of the 2nd Assistant County Attorney has been vacant since May 20, 2024; and

WHEREAS: The County Attorney has recruited and identified a qualified candidate whom he would like to hire for said position; and

WHEREAS: The County Attorney has determined Nicole Pence to be a qualified candidate; therefore be it

RESOLVED: That the County Attorney is hereby authorized to provisionally appoint Nicole Pence to the title of 2nd Assistant County Attorney effective September 9, 2024, at an annual Management/Confidential salary of \$92,000.00; and be it further

RESOLVED: That in accordance with Tioga County Employee Handbook Management/Confidential Benefits Policy, Dr. Pence shall be eligible for any authorized 2025 Management/Confidential salary increase effective March 9, 2025, following a successful six-month evaluation; and be it further

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