


<p>Agenda</p> 	<p style="text-align: center;">TIOGA COUNTY LEGISLATURE</p> <p style="text-align: right;">11/12/2024 12:00 PM EDWARD D. HUBBARD AUDITORIUM Ronald E. Dougherty County Office Building 56 Main Street Owego NY 13827</p>	
<p>Meeting called by:</p>	<p>Chair Martha Sauerbrey</p>	
<p>Type of meeting:</p>	<p>11th Regular</p>	
<p>Attendees:</p>	<p>Legislator Brown Legislator Ciotoli Legislator Flesher Legislator Monell Legislator Mullen Legislator Roberts Legislator Sauerbrey Legislator Standinger</p>	
<p>Agenda topics</p>		
<p>Invocation Pledge of Allegiance Proclamations (3) Privilege of the Floor Approval of Minutes Petitions, Communications & Notices</p>	<p>Legislator Brown Legislator Brown</p> <ul style="list-style-type: none"> • Salute to Tioga County Employee Veterans and Active Military Day • The Great American Smokeout Day • Adoption Awareness Month <p>October 15 and 24, 2024</p>	

<p>Appointments/Reappointments Reports Standing Committees</p>	
<p>RESOLUTIONS</p>	<ol style="list-style-type: none"> 1. Adopt Local Law No. 2 of 2024 2. Adopt State Equalization Reports 3. Mortgage Tax Distribution 4. Acceptance of the Application for Kenneth Coleman to the Tioga County Haz-Mat Team 5. Reappoint Stuart Yetter to the Tioga County Property Development Corporation Board 6. Designate County Planning Director as Authorized Organization Representative for EPA Brownfield Communitywide Assessment Grant Application – Economic Development & Planning 7. Administrative Support Provided to Tioga County Property Development Corporation 8. Approve Technical Assistance Provided by ED&P Staff 9. Authorize Renewal Agreement with Excellus Blue Cross Blue Shield to Administer Health Insurance Benefits 10. Authorize Renewal CSEA EBF Member Plus 11. Authorize Renewal with Lifetime Benefit Solutions, Inc. to Administer Flexible Spending and Health Reimbursement Account Programs 12. Resolution to Contract with National Test Systems for Instant Urine Tests and Lab Testing 13. Resolution to Approve a Contract between the Tioga Co. Probation Dept. & The Family and Children's Counseling Services to Provide Adult & Juvenile Sexual Offender Assessment and Treatment Services in the Journey Project 14. Authorize Agreement Addendum with New York State Information Technology Services for Endpoint Detection and Response Software 15. Seeking Legislative Approval to be Allowed to Exceed the Tioga County Food & Beverage Purchase Guidelines

16. Requesting Tioga County Veterans' Service Agency be Allowed to Exceed Food & Beverage Purchase Guidelines
17. Authorize Acceptance of 2024-2025 NYS STOP-DWI High Visibility Engagement Grant and Appropriation of Funds - STOP-DWI
18. Modify 2024 Budget and Appropriate STOP-DWI Reserve Funds for Simulator Equipment
19. Award Contract for Driving Simulator STOP-DWI
20. Authorize Acceptance of 2025 NYS PTS Grant (PTS-2025-TIOGA CO SO-00111-054) Appropriation of Funds & Modify 2024 Budget – Sheriff's Office
21. Authorize Acceptance of 2024 Homeland Security Grant (SHSP24) and Appropriation of Funds – Office of Emergency Services and Sheriff's Office
22. Authorize Acceptance of Emergency Management Planning Grant (EMPG24) and Appropriation of Funds – Office of Emergency Services
23. Appropriation of Funds and Authorize the Acceptance of the FY2023 Domestic Terrorism Prevention Grant – Office of Emergency Services
24. Authorizing the Implementation and Funding of the Costs of a Transportation Project, which may be Eligible for Federal-Aid and/or State-Aid or Reimbursement from BRIDGE NY Funds
25. Authorizing the Implementation and Funding of the Costs of a Transportation Project, which may be Eligible for Federal-Aid and/or State-Aid or Reimbursement from BRIDGE NY Funds
26. Amend Resolution Nos. 385-90, 358-95, 102-00, 292-04, 150-07, 345-09, 218-15, and 96-17, Amending Fees – Office of Real Property Tax Services
27. Approve Funding 2025 Youth Bureau Program Funding
28. Amend 2024 Capital Budget – Public Works

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| | <ol style="list-style-type: none">29. Amend 2024 Capital Budget – Public Works30. Authorize Transfer of and Use of American Rescue Plan Act (ARPA) Funds Regarding Foundry Street Location Hazardous Cleanup31. Award Foundry Street Site Cleanup – Public Works32. Authorize Position Reclassification – Department of Motor Vehicles33. Abolish (1) Full-Time Unfunded Administrative Secretary, Create (1) Full-Time Office Specialist III, and Unfund (1) Full-Time Office Specialist I – Public Health34. 2025 Staff Changes – District Attorney35. 2025 Staff Changes – District Attorney36. Standard Workday for All Full-Time Titles and Part-Time Titles that Do Not Have Full-Time Equivalent Reporting Resolution37. Amend Employee Handbook: Section X. Building and Vehicle Procedure Subsection B. Building Outside Entity Use | |
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**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

WHEREAS: As we approach the season of Thanksgiving, the Tioga County Legislature pays tribute to the millions of service members, veterans, military families, caregivers, and survivors who have served and continue to serve our great Nation. The contributions of the men and women that serve in the Armed Forces has been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS: The Tioga County Legislature appreciates the sacrifices that our United States military personnel have made while defending freedom and believe that specific recognition should be accorded to employees of Tioga County that have selflessly served our Country; and

WHEREAS: The Tioga County Legislature is proud and honored to have such distinguished men and women who have bravely protected our values, freedom, and way of life, as dedicated employees; and

WHEREAS: The Tioga County Legislature would like to especially recognize the following employees who have served, or are currently serving, our Country:

Lawrence Alger	Thomas Gallagher	Camille Mattison-Corneby	William Standinger III
William Allen, Jr.	Bryan Goodrich	Grace Middaugh	Stephen Solomon
Warren S Bennett	Mark Griep	Michael Middaugh	John Ward
Nicholas Bessey	Brian Henry	Dean Morgan	Steven Wasko
Steven Bombarger	Anthony Hill	Jessica Morris	Gavin Watkins
Cody Brunner	Earl Hollenbeck	Dennis Mullen	John Watson
James Burlless, Jr.	James Hoover	Steven Palinosky	Darion Wiant
James Cornell	Gary Howard	Edward Quaranta	Robert Williams
James Davis	Andrea Klett	Shawn Quick	Angela Zito
Chad Edwards	Albert Knapp	Jean Regis	
William Ellis, III	Heather Krohmalney	Kenneth Smith	
Robert Ervay	Jeremy Loveland	Jeffrey Shepardson	

THE TIOGA COUNTY LEGISLATURE does hereby proclaim November 12, 2024 as:

SALUTE TO TIOGA COUNTY EMPLOYEE VETERANS AND ACTIVE MILITARY DAY

and encourages Tioga County citizens to honor, acknowledge and recognize all men and women who have served, and continue to serve, in our nation's Armed Forces.

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

WHEREAS: Cancer is the second leading cause of death in the United States with lung cancer being the leading cause of cancer deaths; and

WHEREAS: The leading cause of lung cancer in the United States is caused by smoking, which remains the single largest preventable cause of death; and

WHEREAS: Data from the New York State Department of Health in 2021 found 21.5% of adults in Tioga County are currently smokers, which is higher than the New York State and National averages of 12%; and

WHEREAS: Smoking is also a concern for our youth in Tioga County. According to the 2023 Tioga County CLYDE report, 12.3% of students reported smoking cigarettes in their lifetime and 20.6% reported using an e-cigarette in their lifetime; and

WHEREAS: The third Thursday of November is known as the Great American Smokeout to encourage people to start their journey towards a smoke-free life and reducing their risk of cancer by quitting smoking; and

WHEREAS: Continued education and outreach can help decrease the number of youth who are smoking cigarettes, and using e-cigarettes and to decrease the percentage of adults who are current smokers; now therefore

The TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim and designate the date of November 21, 2024 as:

THE GREAT AMERICAN SMOKEOUT DAY

and urges all Tioga County residents who currently smoke to learn about smoking cessation programs to help protect themselves and those around them. It also urges parents to educate their children about the dangers of becoming addicted to tobacco.

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

This November marks the 34th annual National Adoption Month. November 23, 2024, is National Adoption Day. Our task is to find permanent homes for all our children. Tioga County finalized three adoptions this year to date. Tioga has seven children freed for adoption, six placed with adoptive homes and one of those youth is awaiting a match with a forever family. Every child in America and Tioga County deserves a permanent, loving forever family and home; and

WHEREAS: Tioga County adoptive families serve as a source of love, identity, self-esteem, and support for children freed for adoption in Tioga County; and

WHEREAS: Tioga County adoptive families provide a safe and stable home and a nurturing environment where children freed for adoption have the opportunity to live full and productive lives; and

WHEREAS: Accepting responsibility for the care of these children has proven to be very rewarding for many adoptive parents; and

WHEREAS: Numerous public and private agencies work to increase the public's awareness of the needs of children freed for adoption, and the enduring and valuable contribution of adoptive families; and

WHEREAS: It is appropriate to recognize all those in Tioga County who work together on behalf of children freed for adoption; the adoptive families and the professional staff dedicated to ensuring these children become members of a stable and loving family; now therefore

THE TIOGA COUNTY LEGISLATURE does hereby proclaim November as

ADOPTION AWARENESS MONTH

in Tioga County and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to recognize adoptive families in Tioga County.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 ADOPT LOCAL LAW NO. 2 OF 2024

WHEREAS: A public hearing was held on October 24, 2024 following due notice thereof to consider the adoption of Local Law Introductory No. B of 2024; A Local Law amending Local Law No. 1 of 1988 establishing a Schedule of Fees for permits issued by the Tioga County Department of Health, as amended by Local Law No. 1 of 1990, as amended by Local Law No. 3 of 1991, as amended by Local Law No. 8 of 1995, and as amended by Local Law No. 3 of 2002; 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. 2 of 2024; therefore be it

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

County of Tioga County

Local Law No. 2 of the Year 2024.

A Local Law amending Local Law No. 1 of 1988 establishing a Schedule of Fees for permits issued by the Tioga County Department of Health, as amended by Local Law No. 1 of 1990, as amended by Local Law No. 3 of 1991, as amended by Local Law No. 8 of 1995, and as amended by Local Law No. 3 of 2002

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

SECTION 1: FOOD SERVICE

Section 2, (I)(A)(1-4) Food Service is hereby amended to read as follows:

- 1. Low Risk \$135.00
- 2. Medium Risk \$200.00
- 3. High Risk \$215.00
- 4.
- 5. Catering & Commissaries ONLY \$200.00
 - Add on to existing permit \$ 50.00

6. Temporary Food:

1 Day	\$ 50.00
2-14 Days	\$ 80.00
*Non-Profit	0 to 50% of fee

7. Vending Machine Site	\$175.00
Per Machine	\$ 10.00/Machine

8. Frozen Dessert Machine	\$ 25.00/Machine
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9. Plan Review	\$150.00 + Engineer fee if applicable
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10. Expedited Fee (Permit application received within 2 weeks of event)	\$ 25.00 - If able to complete
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SECTION 2: MOBILE HOME PARKS

Section 2 (I)(D)(1-2) Mobile Home Parks is hereby amended to read as follows:

1. 5-25 sites	\$150.00
2. 26-74 sites	\$280.00
3. 75 + sites	\$450.00
4. Plan Review	\$ 40.00 per site + Engineer fee if applicable

SECTION 3: TEMPORARY RESIDENCES

Section 2, (I)(B)(1-3) Temporary Residences is hereby amended to read as follows:

Hotels/Motels/Cabin Colonies:

1. 5-25 rooms	\$150.00
2. 26-74 rooms	\$275.00
3. 75 + rooms	\$400.00
4. Plan Review	\$ 40.00 per room + Engineer fee if applicable

SECTION 4: CAMPGROUND AND TRAVEL TRAILER PARKS

Section 2, (l)(C)(1-2) Campground and Travel Trailer Parks is hereby amended to read as follows:

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|----------------|---|
| 1. 5-49 sites | \$150.00 |
| 2. 50+ sites | \$200.00 |
| 3. Plan Review | \$40.00 per site + Engineer fee if applicable |

SECTION 5: SWIMMING POOLS, BATHING BEACHES, SPAS, AND SPRAY GROUNDS

Swimming Pools, Bathing Beaches, Spas and Spray Grounds is hereby amended to read as follows:

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|---|------------------------------|
| 1. Swimming Pool/Bathing Beach / Spa/ Spray Ground | \$200.00 for first |
| 2. More than 1 Pool/ Bathing Beach/ Spa/ Spray Ground | \$150.00/each additional |
| 3. Plan Review | \$100.00/each + Engineer fee |

SECTION 6: SEPTIC/SEWAGE SYSTEM FEES

Septic/Sewage System Fees is hereby amended to read as follows:

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| 1. New Install/Replacement System | \$400.00 + Engineer fee |
| 2. Repair or Extension | \$150.00 + Engineer fee |
| 3. Plan Review: | |
| Individual Sewage Conventional | \$175.00 + Engineer fee |
| Individual Sewage Alternative Design | \$150.00 + Engineer fee |

SECTION 7: WATER FEES

Water fees are hereby amended to read as follows:

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| 1. Individual Water Supply Permit | \$60.00 |
| 2. Annual Surveillance Water Sample | \$60.00 |
| 3. Annual Public Water User Fee | |
| Community less than 1,000 | \$150.00 |
| Community 1,000 or greater | \$300.00 |
| Non-Community | \$125.00 |
| Bottled, Bulk, Ice, Dispensary | \$150.00 |
| 4. Plan Review: Water Community | |
| Source/Treatment | \$ 75.00 + Engineer fee |
| Distribution | \$ 75.00 + Engineer fee |
| 5. Plan Review: Non-Community | \$200.00 + Engineer fee |

SECTION 8: RECORDS SEARCH/REQUESTS

Records Search/Requests are hereby amended to read as follows:

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|------------------------------------|-------------------|
| 1. FOIL Requests | \$ 0.25 per page |
| 2. Environmental Audit Requests | \$100.00 per hour |
| 3. Hazardous Material Site Request | \$100.00 per hour |
| 4. Rabies Records Search | \$ 6.00 per copy |

SECTION 9: MISCELLANEOUS FEES

Miscellaneous Fees are hereby amended to read as follows:

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| 1. Mass Gathering (>5,000 people) | |
| Under 25,000 people | \$ 25,000.00 |
| 25,000-50,000 people | \$ 50,000.00 |
| Over 50,000 people | \$100,000.00 |
| Plan Review | \$ 1,000.00 + Engineer fee |
| 2. Agricultural Fairgrounds | \$ 225.00 + Engineer fee if applicable |

3. Children's Camps	\$ 275.00 + Engineer fee if applicable
4. Tanning	New York State Established Rate
5. Migrant/Farmworker Camp	\$ 200.00 + Engineer fee if applicable
6. Plan Review-Realty Subdivision	\$ 125.00 + Engineer fee
7. Petroleum Product Spill Registration	\$ 100.00 per hour
8. Lead Investigation Fee	\$ 100.00 per hour

SECTION 10: 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 11: EFFECTIVE DATE

This Local Law shall take effect immediately upon filing with the Secretary of State but not before January 1, 2025.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -24 ADOPT STATE EQUALIZATION REPORTS

RESOLVED: That the State Equalization Reports for County Tax be and the same hereby are approved, and that the County tax rates be the rates used in computing taxes in the several Towns.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO: -24 MORTGAGE TAX DISTRIBUTION

RESOLVED: That the mortgage tax report for the period April 1, 2024 to September 30, 2024 be and it hereby is accepted; and be it further

RESOLVED: That the County Treasurer be authorized and directed to pay to the Supervisors of the several Towns and the Treasurers of the several Villages the amounts apportioned to them as follows:

Barton (Town)	\$ 25,948.56
Berkshire (Town)	8,437.69
Candor (Town)	24,840.22
Candor (Village)	3,025.21
Newark Valley (Town)	8,092.90
Newark Valley (Village)	3,063.92
Nichols (Town)	10,521.23
Nichols (Village)	1,271.61
Owego (Town)	89,178.07
Owego (Village)	25,931.18
Richford (Town)	4,574.45
Spencer (Town)	6,553.66
Spencer (Village)	995.64
Tioga (Town)	14,177.05
Waverly (Village)	<u>25,803.81</u>
	\$252,415.20

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -24 ACCEPTANCE OF THE APPLICATION FOR
KENNETH COLEMAN TO THE
TIOGA COUNTY HAZ-MAT TEAM

WHEREAS: The Office of Emergency Services provides high quality HAZ-MAT Team support to the Fire Service in Tioga County and adjacent Counties through the NYS Fire Mutual Aid Plan; and

WHEREAS: This service is provided by local, highly trained volunteers; and

WHEREAS: Kenneth Coleman has applied for membership to the County HAZ-MAT Team; and

WHEREAS: Kenneth Coleman, currently possesses training and skills needed by the Tioga County HAZ-MAT Team to work on the Team; therefore be it

RESOLVED: That Kenneth Coleman be added to the Tioga County HAZ-MAT Team.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -24 REAPPOINT STUART YETTER TO THE
TIOGA COUNTY PROPERTY DEVELOPMENT
CORPORATION BOARD

WHEREAS: Stuart Yetter's position as a Board Member to the Tioga County Property Development Corporation (TCPDC) expires on 12/31/24; and

WHEREAS: Stuart Yetter is willing and able to continue to serve another two-year term in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoints Stuart Yetter to the Tioga County Property Development Corporation Board as a Board Member for another two-year term of 1/1/25 – 12/31/26.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -24 DESIGNATE COUNTY PLANNING DIRECTOR AS AUTHORIZED ORGANIZATION REPRESENTATIVE FOR EPA BROWNFIELD COMMUNITYWIDE ASSESSMENT GRANT APPLICATION – ECONOMIC DEVELOPMENT & PLANNING

WHEREAS: Tioga County Resolution No. 348-24 authorized the Department of Economic Development & Planning to apply for an Environmental Protection Agency (EPA) Brownfield Communitywide Assessment grant; and

WHEREAS: The EPA requires that an Authorized Organization Representative (AOR) be named on the federal grant application paperwork, although signatures are not required until the grant is awarded and accepted; and

WHEREAS: The AOR for grant application purposes should be an administrative worker who will manage the grant project if awarded; and

WHEREAS: Elaine Jardine, County Planning Director, will be the staff person who will be managing this grant project and performing associated grant administration if awarded and accepted; therefore be it

RESOLVED: That the Tioga County Legislature hereby designates Elaine Jardine, County Planning Director, as the Authorized Organization Representative for purposes of the EPA Brownfield Communitywide Assessment Grant application only.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -24 ADMINISTRATIVE SUPPORT PROVIDED TO
TIOGA COUNTY PROPERTY DEVELOPMENT
CORPORATION

WHEREAS: Per Resolution No. 145-24 Brittany Woodburn was appointed Director of Economic Development and Planning (ED&P) as of May 6, 2024; and

WHEREAS: Due to the increase in responsibilities in this new position, Brittany Woodburn finds it necessary to step down from her position as Executive Director of the Tioga County Property Development Corporation (TCPDC); and

WHEREAS: Per Resolution No. 517-23, the Administrative Services Agreement dated 1/1/2024 – 12/31/25 between TCPDC and Tioga County, states that the County will provide administrative services, office space and equipment to the TCPDC, necessary for the performance of TCPDC Executive Director duties through the ED&P Department, of which the TCPDC provides payment to ED&P for said services; and

WHEREAS: Per Resolution No. 370-24, Sara Zubalsky-Peer was appointed Economic Development Specialist in the ED&P Department as of November 4, 2024; and

WHEREAS: Sara Zubalsky-Peer is willing and able to provide administrative support to the TCPDC as part of her position; and

WHEREAS: The Economic Development Specialist job description has been revised and approved by Personnel to include administrative support to the TCPDC as assigned; therefore be it

RESOLVED: That Sara Zubalsky-Peer, upon hire date, November 4, 2024, begin providing administrative support to the Tioga County Property Development Corporation.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -24 APPROVE TECHNICAL ASSISTANCE
PROVIDED BY ED&P STAFF

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Tioga County Economic Development and Planning staff provided technical assistance for the following:

<u>Organization</u>	<u>Source</u>	<u>Amount</u>	<u>Purpose</u>
Owego Apalachin School District	ARC Infrastructure Investment & Jobs Act	\$1M	Build out former Maintenance Bldg for BT BOCES/OA CTE Programs

And

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided as noted above.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. -24 AUTHORIZE RENEWAL AGREEMENT WITH EXCELLUS
BLUE CROSS BLUE SHIELD TO ADMINISTER HEALTH
INSURANCE BENEFITS

WHEREAS: Tioga County uses the service of Excellus Blue Cross Blue Shield of Central New York to administer health insurance benefits for Tioga County; and

WHEREAS: Excellus Blue Cross Blue Shield of Central New York has submitted a renewal agreement to administer fully insured benefits for Tioga County employees for the period of January 1, 2025 through December 31, 2025; and

WHEREAS: These are contractual benefits for Tioga County union employees; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to sign the renewal agreement with Excellus Blue Cross Blue Shield of Central New York, subject to review by the County Attorney, to administer health insurance benefits for Tioga County for the period January 1, 2025 through December 31, 2025.

REFERRED TO: PERSONNEL COMMITTEE
RESOLUTION NO. -24 AUTHORIZE RENEWAL
CSEA EBF MEMBER PLUS

WHEREAS: Tioga County uses the service of the CSEA Benefit Fund to administer vision and dental plans for CSEA and Management Confidential employees, now named CSEA EBF Member Plus; and

WHEREAS: These are contractual benefits for the CSEA Unit; therefore be it
RESOLVED: That the Chair of the Legislature is hereby authorized, if needed, to sign a renewal, subject to review by the County Attorney, with CSEA EBF Member Plus for the purpose of facilitating the dental and vision plans for the period of January 1, 2025 – December 31, 2027.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. -24 AUTHORIZE RENEWAL WITH
LIFETIME BENEFIT SOLUTIONS, INC. TO
ADMINISTER FLEXIBLE SPENDING AND
HEALTH REIMBURSEMENT ACCOUNT PROGRAMS

WHEREAS: Tioga County currently uses the services of Lifetime Benefit Solutions, Inc. to administer Tioga County's flexible-spending and health reimbursement account programs; and

WHEREAS: The Flexible-Spending program is a negotiated benefit for all Tioga County unionized employees; and

WHEREAS: The Health Reimbursement Account is a negotiated benefit for CSEA union employees; and

WHEREAS: Both the employees and the County can save tax dollars on money channeled through the flexible spending program; therefore be it

RESOLVED: That the Chair of Legislature is hereby authorized, if needed, to sign a renewal agreement with Lifetime Benefit Solutions, Inc., subject to review by the County Attorney, for the services stated above for the period of January 1, 2025 through December 31, 2025; and be it further

RESOLVED: That Tioga County will continue with the flexible spending card for the period of January 1, 2025 through December 31, 2025.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -24 RESOLUTION TO CONTRACT WITH NATIONAL TEST SYSTEMS FOR INSTANT URINE TESTS AND LAB TESTING

WHEREAS: Tioga County Probation needs to purchase instant urine testing products and lab services to provide confirmed test results for defendants and respondents court ordered to submit to substance abuse testing; and

WHEREAS: Tioga County Probation has obtained three estimates for the purchase of instant urine testing products as follows:

- 1. Premier Biotech- \$3.60 each for 12 panel test (AMP/BAR/BUP/BZO/COC/MDMA/MET/MTD/OPI/OXY/PCP/THC). Lab testing \$19.95 per analyte plus \$15.00 shipping per shipment per bag
- 2. Drug Tests in Bulk \$3.50 each for 16 panel test (AMP/BAR/BUP/BZO/COC/ETG/FEN/K2/MET/MDMA/MTD/OPI/PCP/THC/TRA) —only supply cups, no lab testing
- 3. National Test Systems \$3.60 each for 12 panel test plus adulterant test (COC/THC/MOP/AMP/MET/BZO/MTD/OXY/MDMA/BUP/FEN/ETG)

And

WHEREAS: The cost to purchase testing supplies from National Test Systems is less expensive and more expeditious for Probation’s testing program; and

WHEREAS: Tioga County Probation has been using National Test Systems for their lab services and purchasing their urine samples. Confirmation with pricing as follows:

Class I Drugs: (AMP/MET/MDMA/THC/COC/BAR/MTD/PCP):	\$17.00/ drug
Class II Drugs: (OPI/OXY/6MAM/BZO/BUP/FYL/GABA/KRA/TRAM):	\$24.00/ drug
Class III Drugs: (K2/SPICE):	\$44.00/ drug

Therefore be it

RESOLVED: That the Tioga County Probation Director is approved to contract with National Test Systems to purchase instant testing supplies and lab services from November 1, 2024 to October 31, 2027, if the contract is approved by the County Attorney.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -24

RESOLUTION TO APPROVE A CONTRACT BETWEEN THE TIOGA CO. PROBATION DEPT. & THE FAMILY AND CHILDREN'S COUNSELING SERVICES TO PROVIDE ADULT & JUVENILE SEXUAL OFFENDER ASSESSMENT AND TREATMENT SERVICES IN THE JOURNEY PROJECT

WHEREAS: The Legislature approved a contract between Tioga County Probation Department and The Family and Children's Society for the provision of adult and juvenile sex offender treatment in 2024; and

WHEREAS: The Family and Children's Society contract with Tioga County Probation provides for a total of 21 sexual offender slots as follows: 15 adult assessment and treatment slots; 10 adult safety monitor education slots; 6 juvenile offender assessment and treatment slots and 10 parent safety monitor education slots for a cost of \$123,840 annually; therefore be it

RESOLVED: That the Probation Director is approved to contract in 2025 with The Family and Children's Society to provide adult sexual offender assessment and treatment, juvenile sexual offender assessment and treatment and educational sessions for adult supervisors and parent supervisors in the amount of \$123,840 annually.

REFERRED TO: ITCS COMMITTEE

RESOLUTION NO. -24 AUTHORIZE AGREEMENT ADDENDUM WITH
NEW YORK STATE INFORMATION TECHNOLOGY
SERVICES FOR ENDPOINT DETECTION AND
RESPONSE SOFTWARE

WHEREAS: New York State Information Technology Services has partnered with the New York State Division of Homeland Security and Emergency Services and the City of New York Joint Security Operations Center (JSOC) in a JSOC Initiative; and

WHEREAS: This initiative provides for Participating Entities to receive Endpoint Detection and Response software at no cost; and

WHEREAS: The initial term of this agreement shall be for a period of three (3) years and will be automatically renewed for additional twelve (12) month terms based upon approval of funding in the NYS budget and approval of the NYS Office of the State Comptroller; and

WHEREAS: The Endpoint Detection and Response software vendor provided in the initiative is CrowdStrike; and

WHEREAS: The CrowdStrike Endpoint Detection and Response software can be run in parallel with existing cyber security software employed by Tioga County; and

WHEREAS: The Tioga County Legislature authorized the agreement with New York State Information Technology Services for this endpoint detection and response software via Resolution No. 66-23; and

WHEREAS: New York State Information Technology Services has provided an addendum which presents the dollar value associated with the provisioned EDR software to Tioga County which is \$93,125.28 which is provided at no cost to the County; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute the Intergovernmental Agreement for the Provision of Endpoint Protection Response Services Addendum Number 1 between Tioga County and New York State Information Technology Services and New York State Division of Homeland Security and Emergency Services upon review by the County Attorney.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -24 SEEKING LEGISLATIVE APPROVAL TO BE ALLOWED TO EXCEED THE TIOGA COUNTY FOOD & BEVERAGE PURCHASE GUIDELINES

WHEREAS: The Tioga County Economic Development and Planning (TCEDP) Community Development Specialist is partnering with SUNY Broome to coordinate 32 Manufacturing Day tours for Broome and Tioga County school districts; and

WHEREAS: Advanced Manufacturing is identified as a target industry for workforce development in the 2020-2025 Tioga County Workforce Development Strategy; and

WHEREAS: The 32 Manufacturing Day tours will be attended by over 300 students from 15 school districts; and

WHEREAS: The Manufacturing Day tours will be held between October 8, 2024, and November 14, 2024; and

WHEREAS: Each school is invited to tour SUNY Broome's advanced manufacturing facilities to promote continued education in Advanced Manufacturing and lunch will be provided on campus; and

WHEREAS: The food and beverage expenses will not exceed \$2,000.00; and

WHEREAS: Tioga County Policy Section III, Financial Rules, Subsection H, Purchase of Food and Beverage Policy limits the expense to \$150.00; and

WHEREAS: All expenses for this initiative by the Community Development Specialist will be reimbursed by grant funds from the Appalachian Regional Commission; therefore be it

RESOLVED: That the Tioga County Legislature hereby allows the TCEDP Community Development Specialist to exceed the County policy to conduct the Manufacturing Day tours and provide food and beverages not to exceed \$2,000.00.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

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

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

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

WHEREAS: The TCVSA will be holding the following events in December, 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:

- Wreath Making Class, 12/1 (MHO Grant) - \$400
- Onward Ops @ Ft. Drum (ETSSP Grant), 12/9-12/12 - \$750.00
- Army/Navy Game Watch Party (ARPA Grant), 12/14 - \$2,500
- Grocery Giveaway (MHO Grant), 12/17 - \$1,000
- Cookie/Gingerbread House Decorating (MHO Grant), 12/20 - \$500

Therefore be it

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

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 AUTHORIZE ACCEPTANCE OF
2025 NYS PTS GRANT
(PTS-2025-TIOGA CO SO-00111-054)
APPROPRIATION OF FUNDS &
MODIFY 2024 BUDGET
SHERIFF'S OFFICE

WHEREAS: The Sheriff's Office applied for and was awarded a NYS PTS (Police Traffic Services) grant (PTS-2025-Tioga Co-SO-00111-054) in the amount of \$13,200; and

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

RESOLVED: That the Tioga County Legislature authorize the acceptance of this award; and be it further

RESOLVED: That the 2024 budget be modified and funds be appropriated to the following accounts:

FROM: A3110.445890 Federal Aid – Other Transportation	\$13,200
TO: A3110.510030 Sheriff Overtime	\$13,200

And be it further

RESOLVED: That appropriation be re-established for the remaining unspent balance as of year-end until the project is completed.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 MODIFY 2024 BUDGET AND APPROPRIATE
STOP DWI RESERVE FUNDS FOR SIMULATOR
EQUIPMENT

WHEREAS: The Tioga County Sheriff's Office received one-time STOP DWI funding in the amount of \$16,500 in 2023 which was receipted to A3315 433890 State Aid-Other Public Safety; and

WHEREAS: The funds being unspent at year end 2023 were added to the STOP DWI Reserve A 388900; and

WHEREAS: The Tioga County Sheriff's Office is requesting funds be made available and appropriated to A3315 520130 Equipment (Not Car) for the purchase of DWI Simulator Equipment as allowed by the STOP DWI program; and

WHEREAS: Legislative approval is needed to modify the 2024 budget and for the appropriation of funds out of a reserve; therefore be it

RESOLVED: That the 2024 budget be modified and funds be appropriated out of a general fund reserve as follows:

FROM:
A 388900 RESERVE STOP DWI \$16,500

TO:
A3315.520130 Equipment (not Car) \$16,500

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AWARD CONTRACT FOR DRIVING SIMULATOR
STOP-DWI

WHEREAS: Tioga County STOP-DWI received a one-time grant in the amount of \$16,500 to educate the public on the dangers of distracted and impaired driving; and

WHEREAS: It was identified that a driving simulator was a suitable use for this funding; and

WHEREAS: The lowest quote received was from SafeDrive in the amount of \$14,950; and

WHEREAS: Legislative approval is required for all contracts over \$10,000; therefore be it

RESOLVED: That the Tioga Legislature authorizes the Chair of the Legislature to execute a contract with SafeDrive to purchase a Driving Simulator in the amount of \$14,950.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 AUTHORIZE ACCEPTANCE OF
2024-2025 NYS STOP-DWI
HIGH VISIBILITY ENGAGEMENT GRANT
AND APPROPRIATION OF FUNDS
STOP-DWI

WHEREAS: The NYS STOP-DWI Foundation Board has awarded a High Visibility Engagement grant of \$24,500 to Tioga County STOP-DWI; and

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

RESOLVED: That the Tioga County Legislature authorize the acceptance of this award; and be it further

RESOLVED: That the 2024-2025 NYS STOP-DWI High Visibility Engagement grant be appropriated as follows:

FROM: A3315-445890-CRK24 Federal Aid-Other Transp	\$24,500
TO: A3315-540590-CRK24 Services Rendered-STOP DWI	\$24,500

And be it further

RESOLVED: That appropriation be re-established for the remaining unspent balance as of year-end until the project is completed.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -24 AUTHORIZE ACCEPTANCE OF
2024 HOMELAND SECURITY GRANT (SHSP24)
AND APPROPRIATION OF FUNDS
OFFICE OF EMERGENCY SERVICES
SHERIFF'S OFFICE

WHEREAS: The New York State Office of Homeland Security Program (SHSP) and Federal Emergency Management Agency (FEMA) has awarded a grant in the amount of \$59,750 to the Tioga County Office of Emergency Services; and

WHEREAS: 65% (\$38,837) of said grant will be appropriated to the Office of Emergency Services and 35% (\$20,913) will be appropriated to the Sheriff's Office; and

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

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award and that the 2024 budget be modified and funds appropriated as follows:

<u>FROM:</u>	A3360.443050.SHS24	Fed-Aid-Civil Defense-SHS24	\$38,837
<u>TO:</u>	A3360.520130.SHS24	Equipment (not Car)	\$26,837
	A3360.540140.SHS24	Contracting Services	\$12,000
<u>FROM:</u>	A3361.443050.SHS24	Fed-Aid-Civil Defense-DHSES	\$20,913
<u>TO:</u>	A3110.510030	Sheriff Overtime	\$ 4,000
	A3360.520130.SHS24	Equipment (not Car)	\$16,913

And be it further

RESOLVED: That the remaining balance at year end be carried forward into the next budget year.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -24 AUTHORIZE ACCEPTANCE OF
EMERGENCY MANAGEMENT PLANNING GRANT
(EMPG24) AND APPROPRIATION OF FUNDS
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Tioga County Office of Emergency Services has been awarded a matching grant of \$22,058 by the New York State Division of Homeland Security (NYS DHS) and Federal Emergency Management Agency (FEMA); and

WHEREAS: The matching grant will be used to offset \$22,058 of budgeted salary costs; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award in the amount of \$22,058 and the appropriation to account A3640.443050.EMP24 Federal Aid-Civil Defense; and be it further

RESOLVED: That appropriation be re-established for the remaining unspent balance as of year end until the project is completed.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -24 APPROPRIATION OF FUNDS
AUTHORIZE THE ACCEPTANCE OF THE
FY2023 DOMESTIC TERRORISM
PREVENTION GRANT
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Office of Emergency Services applied for and was awarded a FY2023 Domestic Terrorism Prevention Grant in the amount of \$172,413 to prevent targeted violence and domestic terrorism; and

WHEREAS: The funding will be utilized for the development of comprehensive domestic terrorism plans utilizing Threat Assessment and Management (TAM) teams; and

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

RESOLVED: That the Tioga County Legislature authorizes the acceptance of this award and authorizes the Chair of the County Legislature to sign any and all grant related paperwork upon review of the County Attorney; and be it further

RESOLVED: That the 2024 budget be appropriated as follows:

FROM: A3360 433060 DT23 State Aid Homeland Security \$172,413

TO: A3360 540140 DT23 Contracting Services \$172,413

And be it further

RESOLVED: That appropriation be re-established for the remaining unspent balance as of year-end until the project is completed.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -24 AUTHORIZING THE IMPLEMENTATION AND FUNDING OF THE COSTS OF A TRANSPORTATION PROJECT, WHICH MAY BE ELIGIBLE FOR FEDERAL-AID AND/OR STATE-AID OR REIMBURSEMENT FROM BRIDGE NY FUNDS

WHEREAS: A project for the Brown Road over East Branch Owego Creek (BIN 3335290) Bridge Replacement (BNY23) in the Town of Newark Valley, County of Tioga, PIN 9755.98 (the Project) is eligible for funding under Title 23 U.S. Code, as amended, 23CFR as amended and PUB.L.117-58 also known as the "Bipartisan Infrastructure Law" (BIL); and

WHEREAS: The County of Tioga will design, let, and construct the Project; and

WHEREAS: The County of Tioga desires to advance the Project by making a commitment of 100% of the costs of the Preliminary Engineering/Design and Right-of-Way Incidentals work for the Project or portions thereof.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVE: That the Tioga County Legislature hereby approves the Project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorizes the County of Tioga to pay 100% of the costs of the Preliminary Engineering/Design and Right-of-Way Incidentals work for the Project or portions thereof, with the understanding that qualified costs may be eligible for federal-aid, state-aid or reimbursement from Bridge NY funds; and it is further

RESOLVED: That the sum of \$344,000.00 is hereby appropriated from account H5110.540004.H2405 and made available to cover the cost of participation in the above phases of the Project; and it is further

RESOLVED: That the Tioga County Legislature hereby agrees that the County of Tioga shall be responsible for all costs of the Project which exceed the amount of federal-aid, state-aid, or Bridge NY Funding awarded to the County of Tioga; and it is further

RESOLVED: That in the event the Project costs not covered by federal-aid, state-aid, or Bridge NY Funding exceeds the amount appropriated above, the Tioga County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon notification by the Responsible Local Official of the County of Tioga; and it is further

RESOLVED: That the County of Tioga hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further

RESOLVED: That the Chair of the Tioga County Legislature be and is hereby authorized to execute on behalf of the County of Tioga all necessary agreements, certifications or reimbursement requests for federal-aid and/or state-aid with NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's funding of the Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

RESOLVED: That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED: That this Resolution shall take effect immediately.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -24 AUTHORIZING THE IMPLEMENTATION AND FUNDING OF THE COSTS OF A TRANSPORTATION PROJECT, WHICH MAY BE ELIGIBLE FOR FEDERAL-AID AND/OR STATE-AID OR REIMBURSEMENT FROM BRIDGE NY FUNDS

WHEREAS: A project for the Halsey Valley Road over Unnamed Creek Culvert Replacement (BNY23) in the Town of Tioga, County of Tioga, PIN 9755.99 (the Project) is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the post-reimbursement apportionment of the qualified costs to be borne at the ratio of 100% Bridge NY funds and 0% non-Bridge NY funds; and

WHEREAS: The County of Tioga will design, let, and administer all phases of the Project; and

WHEREAS: The County of Tioga desires to advance the Project by making a commitment of 100% of the costs of the Preliminary Engineering/Design, Right-of-Way Incidentals, Right-of-Way Acquisitions and Construction and Construction Supervision and Inspection work for the Project or portions thereof.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVED: That the Tioga County Legislature hereby approves the Project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorizes the County of Tioga to pay 100% of the costs of the Preliminary Engineering/Design, Right-of-Way Incidentals, Right-of-Way Acquisitions and Construction and Construction Supervision and Inspection work for the Project or portions thereof, with the understanding that qualified costs will be reimbursed from Bridge NY Funding; and it is further

RESOLVED: That the sum of \$1,515,465.00 is hereby appropriated from account H5110.540004.H2404 and made available to cover the cost of participation in the above phases of the Project; and it is further

RESOLVED: That the Tioga County Legislature hereby agrees that the County of Tioga shall be responsible for all costs of the Project which exceed the amount of the reimbursement available from Bridge NY Funding awarded to the County of Tioga; and it is further

RESOLVED: That in the event the costs of the Project exceeds the amount appropriated above, the Tioga County Legislature shall convene as soon as

possible to appropriate said excess amount immediately upon notification by the Responsible Local Official of the County of Tioga; and it is further

RESOLVED: That the Tioga County Legislature hereby agrees that the County of Tioga hereby commits that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further

RESOLVED: That the Chair of the Tioga County Legislature of the County of Tioga be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY Funding on behalf of the County of Tioga in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's funding of the Project costs; and it is further

RESOLVED: That the County of Tioga will be responsible for all maintenance of the Project; and it is further

RESOLVED: That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED: That this Resolution shall take effect immediately.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -24 AMEND RESOLUTION NOS. 385-90, 358-95,
102-00, 292-04, 150-07, 345-09, 218-15 AND
96-17, AMENDING FEES
OFFICE OF REAL PROPERTY TAX SERVICES

WHEREAS: Resolution Nos. 385-90, 358-95, 102-00, 292-04, 150-07, 345-09, 218-15, and 96-17 established and modified schedules of charges; and

WHEREAS: The Tioga County Office of Real Property Tax Services has noted inconsistencies and outdated information in the most recent resolution amending administrative fees; and

WHEREAS: There have been changes in national escrow companies, changes in school tax bill printing processes, and changes in tax map printing processes; and

WHEREAS: The cost of supplies and services have increased; and

WHEREAS: The Tioga County Office of Real Property Tax Services has recommended that the fee schedules be revised and established for new services; therefore be it

RESOLVED: That Resolution Nos. 385-90, 358-95, 102-00, 292-04, 150-07, 345-09, 218-15, and 96-17 be hereby amended and that the fees for Real Property Administrative services be and hereby are established and modified as follows effective as of 01/01/2025:

School District and Village Tax Rolls and Bills

Setup and run tax roll, provide RPS and PDF files on CD or via email	150.00
Enter relievis into tax roll	25.00
Print tax roll and totals, per page	.50
Setup and print tax bills, per bill	.65

Tax Map Printing

Tax map without imagery (including section tax maps)	
8 ½ X 11	2.00
8 ½ X 14	2.50
11 X 17	3.00
15 X 21 (For Assessors)	2.00
15 X 21 (All Others)	10.00
30 X 42	30.00

Tax map with imagery	
8 ½ X 11	4.00
8 ½ X 14	5.00
11 X 17	6.00
15 X 21	10.00
30 X 42	30.00
Provide RPS extract for escrow payments	125.00
Standard reports (sales, owner addresses)	30.00
Custom reports	30.00+
Printing documents and copies, per page	.50

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. -24 APPROVE FUNDING
2025 YOUTH BUREAU PROGRAM FUNDING

WHEREAS: The Tioga County Legislature approves Youth Bureau program funding which is 100% reimbursable from the New York State Office of Children and Family Services; and

WHEREAS: The Tioga County Youth Board has reviewed 2025 applications for funding which are consistent with guidelines previously presented to the Legislative Committee; therefore be it

RESOLVED: That the following programs recommended by the Tioga County Youth Board for program year October 1, 2024 – September 30, 2025 be approved by the Tioga County Legislature in the amounts indicated:

Catholic Charities	\$ 8,029
Kali's Klub House 7 Keys to Success	\$ 5,000
Lions Camp Badger	\$10,300
Northern Tioga Summer Recreation	\$ 2,350
Spencer-VanEtten PAVE	\$ 2,475
Ti-Ahwaga Community Players	\$ 5,000
Tioga County Council on the Arts	\$ 5,500
Town of Owego Summer Recreation	\$ 7,000
Tioga County Youth Bureau dues (required)	\$ 100
Total Youth Development Program Funds	\$45,754

Lions Camp Badger	\$1,500
Northern Tioga Summer Recreation	\$4,650
Owego Apalachin Booster Club	\$3,850
Spencer-VanEtten Youth Association	\$5,000
Waverly Recreation	\$5,000
Total Youth Sports & Education Opportunity Funds	\$20,000

Hiawatha Soccer Association	\$18,812
Waverly Recreation	\$ 5,000
Total Youth Team Sports Funds	\$23,812

GRAND TOTAL **\$89,566**

And be it further

RESOLVED: That available funds on 12/31/24 of the original \$89,566 will be carried forward into the New Year.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -24 AMEND 2024 CAPITAL BUDGET
PUBLIC WORKS

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation (BRIDGE NY) consisting of State Aid Program funds for a project, Halsey Valley Road over Unnamed Creek Culvert Replacement PIN 9755.99; and

WHEREAS: The cost for Preliminary Engineering/Design, Right-of-Way Incidentals, Right-of-Way Acquisitions and Construction and Construction Supervision and Inspection work for this project is \$1,515,465.00, in which 100% of \$1,500,000.00 of the project will be State Funds reimbursed to Tioga County with a Local Share of \$15,465.00; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That the following account(s) be established, and the 2024 Capital Budget be modified, and funds be appropriated to the following accounts:

H5110.540004.H2404	Halsey Valley Road over Unnamed Creek	\$1,515,465.00
H5110.435020.H2404	Halsey Valley Road over Unnamed Creek	\$1,500,000.00
H 390900	Unrestricted Fund Balance	\$ 15,465.00

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -24 AMEND 2024 CAPITAL BUDGET
PUBLIC WORKS

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation (BRIDGE NY) consisting of Federal Aid Program funds for a project, Brown Road over East Branch Owego Creek (BIN 3335290) Bridge Replacement (BNY23) PIN 9755.98; and

WHEREAS: The cost for Preliminary Engineering/Design, and Right-of-Way Incidentals work for this project is \$344,000.00, in which 95% of \$344,000.00 of the project will be Federal Funds reimbursed to Tioga County with a Local Share of \$17,200.00; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That the following account(s) be established, and the 2024 Capital Budget be modified, and funds be appropriated to the following accounts:

H5110.540004.H2405	Brown Road over East Branch Owego Creek	\$344,000.00
H5110.445020.H2405	Brown Road over East Branch Owego Creek	\$326,800.00
H 390900	Unrestricted Fund Balance	\$ 17,200.00

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AUTHORIZE TRANSFER OF AND USE OF
AMERICAN RESCUE PLAN ACT (ARPA) FUNDS
REGARDING FOUNDRY STREET LOCATION
HAZARDOUS CLEANUP

WHEREAS: The Tioga County Board of Health and the Public Health Director have deemed the property located at Foundry Street in the Village of Owego an imminent threat to public health; and

WHEREAS: The Tioga County Legislature recognizes the need to have the property cleaned up and remediated of any objects that present a concern to public health including encampments, garbage, raw sewage, and drug paraphernalia; and

WHEREAS: American Rescue Plan Act "ARPA" funds have been budgeted in the Tioga County 2024 Budget for use specifically as designated by the Tioga County Legislature; and

WHEREAS: There are unspent ARPA designated funds in the 2024 Capital Budget; and

WHEREAS: The Tioga County Legislature oversees and authorizes all ARPA expenditures; therefore be it

RESOLVED: That invoices related to the cleanup and remediation of the Foundry Street location not to exceed \$37,500.00 are to be paid out of A8989 540140 M7674 Contracting Services and the 2024 Budget be modified as such:

FROM: H1620 520911 M7674 56 Main Renovations \$37,500.00

TO: A8989 540140 M7674 Contracting Services \$37,500.00

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AWARD FOUNDRY STREET SITE CLEANUP
PUBLIC WORKS

WHEREAS: The Tioga County Board of Health and the Public Health Director have deemed the property located at Foundry Street in the Village of Owego an Imminent Threat to Public Health; and

WHEREAS: A need to have this property cleaned up has been identified; and

WHEREAS: On October 25, 2024 the Department of Public Works received sealed bids from the following contractors:

F.P. Kane Construction, Inc., Vestal NY \$ **37,500.00**

Servpro of Broome County, Binghamton, NY \$ 64,000.00

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, F.P. Kane Construction, Inc., Vestal NY not to exceed \$37,500.00 to be paid out of A8989 540140 M7674 Contracting Services.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 AUTHORIZE POSITION RECLASSIFICATION
DEPARTMENT OF MOTOR VEHICLES

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

WHEREAS: On August 2, 2024, the Personnel Department received a New Position Duties Statement from Andrea Klett, Tioga County Clerk; and

WHEREAS: This resulted in the review of work currently performed by Joyce Costantini as Motor Vehicle Bureau Supervisor, CSEA Salary Grade XI; and

WHEREAS: Due to the type of work assigned to and performed by Joyce Costantini, the majority of which require management level skills, the Personnel Officer has determined that justification exists to reclassify the position of Motor Vehicle Bureau Supervisor to Assistant Deputy County Clerk (DMV), a Management/Confidential position; and

WHEREAS: The position of Assistant Deputy County Clerk (DMV) is pending jurisdictional classification, therefore the position is competitive until approved in another jurisdictional classification; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification of the position Motor Vehicles Bureau Supervisor to Assistant Deputy County Clerk (DMV); and that Joyce Costantini be appointed provisionally to Assistant Deputy County Clerk (DMV) pending successful completion of civil service examination requirements at an annual Management/Confidential salary of \$58,000, effective January 1, 2025.

REFERRED TO: HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24 ABOLISH (1) FULL-TIME UNFUNDED
ADMINISTRATIVE SECRETARY, CREATE (1)
FULL-TIME OFFICE SPECIALIST III, AND
UNFUND (1) FULL-TIME OFFICE SPECIALIST I
PUBLIC HEALTH

WHEREAS: Legislative approval is required for abolishing, create/filling and the unfunding of positions; and

WHEREAS: The Public Health Director has reviewed the staffing needs within the Tioga County Public Health Department (TCPH) and determined that an Office Specialist III position is needed without increase in headcount; and

WHEREAS: A current vacant and unfunded position exists within TCPH that can be abolished to maintain headcount; and

WHEREAS: Funding of the position is available in the TCPH budget; and

WHEREAS: TCPH plans to promote a current Office Specialist I (CSEA SG III) employee into the new Office Specialist III (CSEA SG VII) position, and upon their being permanent in the role, TCPH will unfund the Office Specialist I position; therefore be it

RESOLVED: That one (1) full-time unfunded position of Administrative Secretary (CSEA SG V) be abolished effective November 13, 2024; and be it further

RESOLVED: That one (1) full-time position of Office Specialist III (CSEA SG VII) be created effective November 18, 2024, in accordance with payroll requirements; and be it further

RESOLVED: That the Office Specialist I (CSEA SG III) position be unfunded upon the incumbent achieving permanent status in the Office Specialist III position.

REFERRED TO: PERSONNEL COMMITTEE
LEGAL/FINANCE COMMITTEE

RESOLUTION NO. -24 2025 STAFF CHANGES
DISTRICT ATTORNEY

WHEREAS: Legislative approval is required to create any position within Tioga County; and

WHEREAS: The District Attorney has identified the need for an additional full-time Assistant District Attorney position to handle the increase in the amount of appeals filed and complying with discovery demands, and has requested staffing changes as part of the 2025 Budget process; therefore be it

RESOLVED: That one (1) full-time Management/Confidential position of 4th Assistant District Attorney (\$88,825 - \$98,825) be created effective January 1, 2025; and be it further

RESOLVED: That the District Attorney's Office authorized full-time headcount for 2025 is increased from five (5) to six (6).

REFERRED TO: PERSONNEL COMMITTEE
LEGAL/FINANCE COMMITTEE

RESOLUTION NO. -24 2025 STAFF CHANGES
DISTRICT ATTORNEY

WHEREAS: Legislative approval is required to create any position within Tioga County; and

WHEREAS: The District Attorney has identified the need for an additional part-time District Attorney Investigator position to handle the increase in the amount of discovery and trial demands, and has requested staffing changes as part of the 2025 Budget process; therefore be it

RESOLVED: That one (1) part-time position of District Attorney Investigator for 27 hours per week at an hourly rate of \$35.00 per hour be created effective January 1, 2025.

REFERRED TO: LEGISLATIVE WORKSESSION
PERSONNEL COMMITTEE

RESOLUTION NO. -24 STANDARD WORKDAY FOR ALL FULL-TIME TITLES
AND PART-TIME TITLES THAT DO NOT HAVE
FULL-TIME EQUIVALENT REPORTING RESOLUTION

WHEREAS: The Office of the State Comptroller has requested that a standard workday be officially established for all full-time titles, and part-time titles that do not have a full-time equivalent, for Employees' Retirement System purposes; therefore be it

RESOLVED: That the County of Tioga, Location Code 10049, hereby establishes the following as standard workdays for all full-time titles, and those part-time titles that do not have a full-time equivalent, for the purpose of determining workdays reportable to the New York State Retirement System as follows:

Five-day work week, six-hour day:

Historian P/T

Five-day work week, seven-hour day:

- 1st Assistant County Attorney
- 1st Assistant District Attorney
- 2nd Assistant County Attorney
- 2nd Assistant District Attorney
- 3rd Assistant County Attorney P/T
- 3rd Assistant District Attorney
- Account Clerk-Typist P/T
- Accountant
- Accounting Associate I
- Accounting Associate II
- Accounting Associate III
- Accounting Supervisor
- Accounting Supervisor Grade B
- Acting County Director of Real Property Services
- Administrative Assistant
- Assigned Counsel Administrator P/T
- Assistant Director of Administration Services
- Assistant Engineer
- Assistant Public Defender
- Benefits Assistant
- Benefits Manager
- Benefits Manager Trainee
- Billing Specialist

Case Supervisor Grade A
Case Supervisor Grade B
Caseworker
Certified Alcohol & Drug Counselor
Certified Instructor Coordinator P/T
Certified Lab Instructor P/T
Certified Peer Specialist
Chief Accountant
Chief Assistant District Attorney P/T
Chief Information Officer
Civil Law Clerk
Civil Manager
Civil Service Administrator
Civil Service Assistant
Civil Service Technician
Civil Service Technician Trainee
Clerk
Clerk (Seasonal)
Clerk to Tioga County Legislature
Clinical Program Director
Clinical Social Worker
Commissioner – Board of Elections
Commissioner of Public Works
Commissioner of Social Services
Communications & e-Services Coordinator
Community Development Specialist
Community Health Program Supervisor
Community Services Worker
Computer Programmer
Confidential Assistant
Coordinator of Child Support Enforcement
County Administrator
County Attorney
County Director of Real Property Services
County Planning Director
Data Entry Machine Operator
Data Officer
Dental Assistant P/T
Dental Health Coordinator
Dental Hygienist
Dentist P/T
Deputy Clerk to Tioga County Legislature
Deputy Commissioner of Elections Board
Deputy Commissioner of Public Works

Deputy Commissioner of Social Services
Deputy County Clerk
Deputy County Treasurer
Deputy Director of Community Services
Deputy Director of Economic Development
Deputy Director of Economic Development & Planning
Deputy Director Emergency Services
Deputy Director of Information Technology/Communications Systems
Deputy Director of Public Health
Director of Administrative Services
Director of Assets & Records Management
Director of Community Services
Director of Dental Health Services
Director of Economic Development & Planning
Director of Emergency Services
Director of Employment & Transitional Support
Director of Environmental Health
Director of Patient Services
Director of Social Services
Director of Veterans' Services Agency
Director of Weights & Measures I P/T
District Attorney Investigator P/T
Driver (Board of Elections) P/T
Early Intervention Service Coordinator
Economic Development Specialist
Education Workforce Coordinator
Election Clerk P/T
Election Inspector (Seasonal) P/T
Election Worker P/T
Employment & Training Counselor
Employment Center Supervisor
Engineering Technician
Executive Secretary
GIS Manager
GIS Technician
Information Security Officer P/T
Land Bank Director
Local Coordinator
Mail Clerk P/T
Medical Director Mental Hygiene
Mental Hygiene Compliance Officer
Motor Vehicle Examiner
Motor Vehicle License Clerk
Network Administrator

Office Specialist I
Office Specialist I (Seasonal)
Office Specialist II
Office Specialist III
Paralegal
Paralegal (Seasonal)
Payroll Clerk Typist
Payroll Supervisor
Peer Advocate
Personnel Officer
Principal Motor Vehicle License Clerk
Principal Social Welfare Examiner
Probation Assistant
Probation Director Group A
Probation Director II
Probation Officer
Probation Officer 1
Probation Officer 2/Senior Probation Officer
Probation Supervisor
Probation Supervisor 1
Public Defender
Public Health Director
Public Health Educator
Public Health Emergency Preparedness Coordinator
Public Health Nurse
Public Health Sanitarian
Public Health Technician
Real Property Tax Service Technician P/T
Recording Clerk
Records Management Clerk
Records Management Officer
Records Management Technician
Registered Professional Nurse P/T
Resource Assistant
Safety Officer
Secretary to 1st Assistant County Attorney
Secretary to Commissioner of Public Works
Secretary to Commissioner of Social Services
Secretary to County Attorney
Secretary to Director of Community Services
Secretary to Director of Probation
Secretary to District Attorney
Secretary to Economic Development & Planning
Secretary to Personnel Officer

Secretary to the Public Defender
Secretary to the Public Health Director
Secretary to the Sheriff
Senior Caseworker
Senior Caseworker RN
Senior Certified Alcohol & Drug Counselor
Senior Civil Service Technician
Senior Clerk
Senior Clinical Social Worker
Senior Clinical Social Worker (School/Community Based)
Senior Computer Maintenance Technician
Senior Early Intervention Service Coordinator
Senior Motor Vehicle License Clerk
Senior Payroll Clerk
Senior Probation Officer
Senior Public Health Educator
Senior Social Welfare Examiner
Senior Support Investigator
Skills Instructor P/T
Social Services Employment Specialist
Social Services Investigator
Social Welfare Examiner
Social Welfare Examiner (Seasonal)
Software Support Liaison
Supervising Certified Alcohol & Drug Counselor
Supervising Clinical Social Worker
Supervisor Motor Vehicle Bureau
Supervising Public Health Nurse
Supervising Public Health Sanitarian
Support Investigator
Sustainability Manager
Systems Administrator
Typist P/T
Veterans' Service Assistant
Veterans' Service Officer (35)
Victim Helper P/T
Voting Machine Technician P/T
Welfare Management Systems Assistant
Welfare Management Systems Coordinator
Youth Bureau Director P/T

Five-day work week, eight-hour day:

Automotive Mechanic II
Automotive Stock Clerk
Captain-Operations Officer
Chief Public Safety Dispatcher
Cleaner I
Cleaning Supervisor
Code Enforcement Officer P/T
Construction Inspector
Cook
Cook/Manager
Corrections Lieutenant
Corrections Officer
Corrections Sergeant
Deputy Sheriff
Director of Veterans' Service Agency (40)
GIS Technician (40)
Heavy Equipment Mechanic I
Heavy Equipment Operator I
Heavy Equipment Operator II
Heavy Equipment Operator III
Heavy Equipment Operator Site Leader
Heavy Mechanic Working Supervisor
Highway Worker (Seasonal)
Highway Working Supervisor
Investigator
Lead Maintenance Mechanic
Lieutenant
Maintenance Mechanic I
Maintenance Mechanic II
Maintenance Mechanic III
Mechanic/Working Supervisor
Motor Equipment Operator I
Motor Equipment Operator II
Motor Equipment Operator III
Public Safety Dispatcher
Public Safety Dispatcher Trainee
Senior Investigator
Sergeant-Sheriff
Sign Maintenance Worker
Technical Facility Supervisor
Undersheriff
Veterans' Service Officer (40)
Working Supervisor

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. -24 AMEND EMPLOYEE HANDBOOK:
SECTION X. BUILDING AND VEHICLE PROCEDURES;
SUBSECTION B. BUILDING OUTSIDE ENTITY USE

WHEREAS: Tioga County's Employee Handbook Section X. Building and Vehicle Procedures; Subsection b. Building Outside Entity Use needs to be amended in its entirety to reflect the current protocol for using the County's designated facilities; therefore be it

RESOLVED: That the Building Outside Entity Use Policy be amended in its entirety and replaced as follows:

b. TIOGA COUNTY BUILDING OUTSIDE ENTITY USE POLICY
(FORMERLY POLICY #38)

TIOGA COUNTY BUILDING OUTSIDE ENTITY USE POLICY

- I. Use
- II. Designated County Facilities
- III. Authorized Entities
- IV. Application
- V. Hours of Availability
- VI. Rules and Regulations
- VII. Cancellation & Revocation

I. Use

Designated County facilities may be available for use by certain outside entities, subject to the rules and regulations set forth herein, when such use does not interfere with the use of the building by County government. For the purpose of this policy only, any lessee of Tioga County office space shall be considered "County government".

II. Designated County Facilities

The following County facilities are hereby designated as available for use:

1. The Legislative Conference Room, 56 Main Street, Owego, NY
2. The Hubbard Auditorium, 56 Main Street, Owego, NY
3. Such other County facilities may be designated by the Tioga County Legislature

III. Authorized Entities

The following outside entities are authorized to apply for use of the designated facilities:

1. Governmental entities, municipal corporations and school districts
2. Agencies or groups that do not operate for profit and that have an affiliation with Tioga County

IV. Application

Application for use of a designated County facility by an authorized entity shall be made in writing, on a County Application Form Application for use of Tioga County Facilities located on the County's Intranet "Employee Handbook-EH Forms" to the Clerk of the County Legislature. The application must be submitted at least ten (10) calendar days prior to the proposed event. Approval of an application is dependent upon the availability of the proposed room. Any Legislative or County Department shall have priority over any outside entity.

V. Hours of Availability

Designated County facilities shall be available for use during regular business hours from 8:00 a.m. to 5:00 p.m., Monday through Friday.

VI. Rules and Regulations

1. County Facilities shall be used in accordance with these rules and regulations. By executing the application, the applicant agrees to comply with the rules and regulations set forth herein and shall be responsible to ensure compliance with the rules and regulations by those who attend the event.
2. The applicant agrees to use the County facility only for the use specified in the application. Under no circumstances may the County facility be used for any profit making or other commercial activity. Applicant further agrees that it will not permit the use of or allow anything to be done or anything to be brought into or kept on the County facility for any unlawful purpose or in violation of any local, state or federal law or regulation.
3. The individual executing the application shall be the contact person for the applicant organization and shall be the person responsible for ensuring compliance with these rules and regulations. By executing the application, the individual represents to the County that the individual has the legal authority to execute the application on behalf of the applicant organization.
4. A Certificate of Insurance, naming Tioga County as Additional Insured, shall be submitted with the application. The applicant, at its own cost and expense, agrees to the insurance, indemnification and general terms and conditions set forth in the Tioga County, New York – General Contract and Insurance Specifications. The applicant may seek a waiver of this

- requirement from the Chair of the Legislature, which may be waived at the Chair's sole discretion.
5. The applicant shall leave the County facility in the same condition it was in prior to its use. All damages incurred as a result of the applicant's use of the County facility shall be the responsibility of the applicant.
 6. The applicant's use is restricted to the designated County facility, access halls and the public bathroom on the same floor. Applicant is prohibited from using any other part of the building.
 7. The applicant is prohibited from assigning its use of the designated facility to any other organization or individual.

VII. Cancellation and Revocation

1. The applicant must notify the Clerk at least two (2) business days prior to the scheduled use if he/she intends to cancel.
2. The Chair of the Legislature reserves the right to revoke the applicant's use of the County facility. The revocation shall be for good cause, with reasonable notice under the circumstances. What constitutes "good cause" shall be within the sole discretion of the Chair of the Legislature.f