

Office of the County Attorney

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FINANCE, LEGAL & SAFETY COMMITTEE

April 15, 2025

10:30 A.M.

ATTENDANCE:

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

Staff: Legislative Clerk Haskell, County Attorney DeWind, Treasurer McFadden, Safety Officer Holbrook Personnel Officer Parke, Chief Accountant Schurter, County Administrator Bailey, Indigent Legal Services (ILS) Administrator Graven, Public Defender Cline, Public Health Director Vroman,

Guests: Andrew Aronstam

• APPROVAL OF MINUTES:

- Legislator Monell asked for a motion to approve March 11, 2025, minutes. Legislator Ciotoli made the motion seconded by Legislator Brown and was unanimously carried.

• FINANCIAL:

- Legal and Safety: Legal and Safety's budgets are tracking well currently. Mr. DeWind is continuing to watch the Legal Fees line.

• OLD BUSINESS:

- Litigation: Cases continue to be monitored.
- Annual Policy Review/Attestation and Statement of Financial Disclosure for Schedule A Employees: Employees have completed their annual policy reviews and financial disclosures for Schedule A employees are nearing the completion date of May 15, 2025.

• NEW BUSINESS:

- Active Asset List: The asset list has been updated and completed.
- Audiograms for Public Works: Public Work employees have completed testing and training that is required yearly for this program.
- Forklift Training for Public Works: A certification training course, valid for three years, was completed for thirty (30) Public Works employees. This

training was completed in-house at a substantial savings to the County.

- Safety System Testing: Ms. Holbrook is working on mapping out the panic alarm buttons as the alarms need to be tested quarterly.

- PERSONNEL:

- 3rd Assistant County Attorney: There have been no new applications for this position.
- Assistant Public Defender vacancy: A suitable candidate has been found and has accepted an offer. A late file resolution has been submitted for Legislative approval.

- RESOLUTIONS: AMEND RESOLUTION NO. 277-06; AS AMENDED BY RESOLUTION NO. 38-23; APPOINT ADA COORDINATOR; EXECUTE LEASE AND EASEMENT AGREEMENT OF PROPERTY LOCATED AT PROSPECT HILL ROAD, WAVERLY, NEW YORK TO MAINTAIN AN ACCESS ROAD FOR THE RADIO TOWER PROJECT; EXECUTE LEASE AND EASEMENT AGREEMENT OF PROPERTY LOCATED AT TINKHAM ROAD, WAVERLY, NEW YORK TO MAINTAIN AN ACCESS ROAD FOR THE RADIO TOWER PROJECT; TRANSFER OF RESERVE FUNDS 2025 BUDGET MODIFICATION DISTRICT ATTORNEY; AUTHORIZE RECLASSIFICATION AND ESTABLISH SALARY FOR PART-TIME GRANTS AND PROGRAMS ADMINISTRATIVE ASSISTANT (TREASURER'S OFFICE); AUTHORIZE RECLASSIFICATION AND ESTABLISH SALARY FOR PART-TIME PARALEGAL (ASSIGNED COUNSEL PROGRAM) (TREASURER'S OFFICE); AUTHORIZE CONTRACT BETWEEN NYS OFFICE OF INDIGENT LEGAL SERVICES AND TIOGA COUNTY; ACCEPT INDIGENT LEGAL SERVICES AWARD AND AMEND 2025 BUDGET were moved into full Legislative Session without further questions.

- PROCLAMATIONS

- Fair Housing Month

- EXECUTIVE SESSION

- N/A

- ADJOURNMENT:

- Legislator Monell adjourned the Legal & Safety Committee at 11:08 A.M.

Respectfully submitted,

Christine Freyvogel

Paralegal to the County Attorney