

Eleventh Regular Meeting
November 12, 2025

The Eleventh Regular Meeting of 2025 was held on November 12, 2025 and was called to order by the Chair at 12:00 P.M. Legislators Aronstam, Brown, Ciotoli, Flesher, Monell, Roberts, Sauerbrey, and Standinger were present with Legislator Bunce being absent.

Chair Sauerbrey asked Legislator Flesher to have a moment of prayer. "Dear God, thank you for allowing us the opportunity to be here today. We ask you to continue to guide us in our leadership of the County business and the constituents we represent. We ask you to continue to grant us good health and happiness in our lives"

Legislator Flesher led all Legislators and those in attendance in the Pledge of Allegiance.

There were 46 people in attendance.

Chair Sauerbrey asked for a unanimous motion for the following recognition resolution, seconded unanimously and carried.

There was a unanimous motion for the adoption of the following recognition resolution, seconded unanimously.

Legislator Flesher read and presented the following resolution to Tina Kidney, Corrections Officer, Sheriff's Office.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 381-25 *RESOLUTION RECOGNIZING
TINA KIDNEY'S 25 YEARS
OF DEDICATED SERVICE TO TIOGA COUNTY*

WHEREAS: Tina Kidney was appointed as a Corrections Officer on November 9, 2000; and

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

WHEREAS: Tina Kidney will retire from the Tioga County Sheriff's Office on November 28, 2025; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Tina Kidney for 25 years of dedicated and loyal service to the residents of Tioga County; and be it further

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

ROLL CALL VOTE

Unanimously Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli, and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED UNANIMOUSLY.

Sheriff Howard spoke. "I pulled Tina's file today and part of this file is for discipline. I opened her file and there is absolutely nothing in it; not a piece of paper, which means for twenty-five years Tina has followed every rule, regulation, and has not violated anything or made any mistakes. So, it is a good time to get out. Tina is one of those people who has done what she has been asked, has done more than that, has volunteered, and has continued the service. I know the men and women who work with her are going to miss her quite a bit because she is the person they can lean on. Tina, congratulations and good luck in the future."

Chair Sauerbrey spoke. "Tina, on behalf of the Legislature, we wish you the very best of luck and enjoy your retirement."

Chair Sauerbrey reported we have four Proclamations; **Salute to Tioga County Employee Veterans and Active Military Day** that will be read by Steven Palinosky, **Geographic Information Systems (GIS) Day** that will be read by Legislator Monell, **Green Light for Military Service County** and **Adoption Awareness Month** that will be noted in the minutes.

Steve Palinosky spoke. "Good afternoon, everyone and thank you for joining us this afternoon. On behalf of the Veterans and the Tioga County workforce, I would like to thank the Legislature for their recognition of us and their support of all Veterans around the County."

**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	Grace Ayala-Middaugh	Stephen Solomon
William Allen Jr.	Bryan Goodrich	Dean Morgan	John Ward
Jason Anderson	Mark Griep	Jessica Morris	Steven Wasko
Frederick Bensley	Brian Henry	Dennis Mullen	Gavin Watkins
Nicholas Bessey	Anthony Hill	John Olsen	Darion Wiant
Steven Bombarger	Earl Hollenbeck	Steven Palinosky	Robert Williams
Cody Brunner	James Hoover	Richard Prunier	
James Burless Jr.	Gary Howard	Shawn Quick	
James Cornell	Andrea Klett	Jean Regis	
Chad Edwards	Heather Krohmalney	Jeffrey Shepardson	
William Ellis III	Camille Mattison-Corneby	William Standing III	

THE TIOGA COUNTY LEGISLATURE does hereby proclaim November 12, 2025, 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: GIS Day, held annually around the world on the third Wednesday of November is an internationally recognized event during Geography Awareness Week, designed to educate citizens and students about the importance of geographic literacy and demonstrate the real-world applications and impact of GIS technology; and

WHEREAS: Geographic Information Systems (GIS) technology integrates hardware, software, and data to capture, manage, analyze, and display all forms of geographically referenced information, enabling greater efficiency, insight, and informed decision-making across numerous governmental functions; and

WHEREAS: GIS provides critical support to Tioga County's infrastructure and services, including, but not limited to, emergency response and public safety, public works, land use planning, tax assessment, economic development, public health tracking, and environmental management; and

WHEREAS: The accuracy and accessibility of geographic data are fundamental to the efficient operation of County Departments, saving taxpayer dollars, increasing transparency, and enhancing the quality of services provided to residents, businesses, and visitors; and

WHEREAS: It is appropriate to celebrate GIS Day to recognize the value of geography and spatial analysis in our daily lives and to promote the county's commitment to utilizing cutting-edge technology for the public good; now therefore

THE TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim November 19, 2025 as:

“GEOGRAPHIC INFORMATION SYSTEMS (GIS) DAY”

and urges public agencies, educational institutions, and citizens of Tioga County to participate in appropriate activities and programs on GIS Day to recognize and promote the understanding and use of GIS technologies.

GIS Manager, Bryan Goodrich spoke. “I just want to say thank you to the Legislature. I think this is a great acknowledgement of GIS. I think this is one of the

tools where we constantly try to strive to do more with less. This is also one of the tools we are going to reach out and use more and more. Again, thank you.

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

WHEREAS: Approximately 200,000 service members transition from military to civilian communities annually. This number is expected to remain stable in the foreseeable future.

WHEREAS: Current studies indicate that 44-72% of service members experience high levels of stress during the transition period from military to civilian, sadly for these transitioning members they are at the highest risk for suicide during their first year after military service; 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 them in appreciation for their service; and

WHEREAS: Designating this as a time to salute and honor our men and women in uniform who are making the transition to civilian life by switching one lightbulb to green to show visible support for these veterans; therefore

The TIOGA COUNTY LEGISLATURE does hereby proclaim the month of November 2025 as Operation Green Light Month. Operation Green Light for Military Services encourages its citizens to recognize the importance of honoring all those who made immeasurable sacrifices in preserving freedom by displaying a green light in a window of their residence and/or business.

The Tioga County Legislature does designate Tioga County as a:

GREEN LIGHT FOR MILITARY SERVICE COUNTY

COUNTY OF TIOGA EXECUTIVE PROCLAMATION

This November marks the 35th annual National Adoption Month. November 22, 2025, 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.

There was no privilege of the floor.

Legislator Brown made a motion to approve the minutes of October 14 and 23, 2025 seconded by Legislator Flesher and carried.

Chair Sauerbrey appointed the following Legislators to the ***District #3 Legislator Search Committee:***

- Legislator Aronstam
- Legislator Ciotoli
- Legislator Monell
- Legislator Roberts
- Legislator Standinger

Chair Sauerbrey stated all Legislative Committees met this month and the minutes are or will be on file with the Clerk of the Legislature.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 382-25 *ADOPT LOCAL LAW NO. 3 OF 2025*

WHEREAS: A public hearing was held on October 23, 2025, following due notice thereof to consider the adoption of Local Law Introductory No. C of 2025; A Local Law to opt-out of the requirements of the New York Short-Term Rental Law for establishing a short-term rental registry; 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. 3 of 2025; therefore be it

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

County of Tioga County

Local Law No. 3 of the Year 2025.

A Local Law to opt-out of the requirements of the New York Short-Term Rental Law for establishing a short-term rental registry.

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

SECTION 1: LEGISLATIVE INTENT

This local law is enacted pursuant to the authority granted by the Municipal Home Rule Law, Section 20, and the New York State Real Property Law, Section 447-c (1)(b). The purpose of the local law is to formally declare that County of Tioga opts not to establish a short-term rental registration system for short-term rental units as defined Section 447-c (1)(a) of Article 12-D of the New York State Real Property Law.

SECTION 2: OPT-OUT DECLARATION

The County of Tioga hereby exercises its right pursuant to Section 447-c (1)(b) of Article 12-D of New York State Real Property Law to opt-out of the New York State short-term rental registry program established by the New York State Real Property

Law, Section 447-c (1)(a) of Article 12-D. Therefore, the County of Tioga shall not participate in the state-level short-term rental registration program.

SECTION 3: CONSEQUENCES OF OPTING-OUT

The County of Tioga acknowledges that the County may opt-in to the Short-term Rental Law by repealing this local law.

SECTION 4: EFFECTIVE DATE

This local law shall take effect December 1, 2025, in accordance with Section 27 of the Municipal Home Rule Law of the State of New York.

SECTION 5: SEVERABILITY

If any part of this local law is found to be invalid, the remaining provisions shall remain in full force and effect.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 383-25 *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.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. 384-25 *SUPPORTING SENATE BILL S8481/
ASSEMBLY BILL A8996 TO AUTHORIZE LOCAL
GOVERNMENTS TO OPT OUT OF MANDATES AND
BENCHMARKS ARISING UNDER THE CLIMATE
LEADERSHIP AND COMMUNITY PROTECTION ACT
(CLCPA) AND ASSOCIATED UNIVERSAL
ELECTRIFICATION REQUIREMENTS*

WHEREAS: Across New York State, communities are facing steep increases in utility costs and housing construction expenses due to the electrification mandates; and

WHEREAS: These include restrictive building codes that prohibit natural gas, vehicle sales quotas that eliminate traditional models, and infrastructure benchmarks for EV charging that are often impractical and financially oppressive; and

WHEREAS: These mandates impose one-size-fits-all burdens that disproportionately harm local governments, particularly rural towns and villages that lack the infrastructure, tax base, and energy capacity to implement these changes safely and affordably; and

WHEREAS: Tioga County is in full support of legislation that affirms the principle of home rule by allowing local governments to make energy decisions that reflect the unique needs of their residents and businesses; therefore be it

RESOLVED: That the Tioga County Legislature strongly supports Senate Bill S8481/Assembly Bill A8996, and strongly supports its municipalities in their decision to opt out of costly, troublesome, or impractical mandates imposed under the CLCPA and related electrification standards or code requirements; and be it further

RESOLVED: That the Clerk of the Legislature is hereby directed to send a certified copy of this resolution to Governor Hochul, Senator Thomas O'Mara, Assemblyman Christopher S. Friend, Senate Majority Leader Stewart-Cousins, NYS Assembly Speaker Heastie, New York State Association of Counties, and all others deemed necessary and proper.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO: 385-25 MORTGAGE TAX DISTRIBUTION

RESOLVED: That the mortgage tax report for the period April 1, 2025 to September 30, 2025 be and it hereby is accepted; 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)	\$ 20,636.22
Berkshire (Town)	9,532.66
Candor (Town)	18,686.38
Candor (Village)	2,710.50
Newark Valley (Town)	14,676.68
Newark Valley (Village)	5,433.16
Nichols (Town)	33,387.37
Nichols (Village)	2,699.64
Owego (Town)	143,234.34
Owego (Village)	19,288.86
Richford (Town)	5,136.49
Spencer (Town)	16,218.72
Spencer (Village)	2,168.84
Tioga (Town)	19,480.06
Waverly (Village)	<u>25,715.00</u>
	\$339,004.92

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Ciotoli moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ITCS COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 386-25 *AUTHORIZE APPLICATION FOR STATE AND LOCAL
CYBERSECURITY GRANT PROGRAM (SLCGP)
SHARED SERVICES OPPORTUNITY*

WHEREAS: The Chief Information Officer of Tioga County Information Technology and Communication Services (ITCS) has reviewed the opportunity presented through the State and Local Cybersecurity Grant Program (SLCGP), established under the Infrastructure Investment and Jobs Act (IIJA) of 2021; and

WHEREAS: The SLCGP is a federally funded initiative administered by the U.S. Department of Homeland Security (DHS) through the Federal Emergency Management Agency (FEMA), with funds allocated annually to states and territories to address cybersecurity risks and threats to information systems owned or operated by state, local, tribal, and territorial (SLTT) governments; and

WHEREAS: New York State's Grant Planning Committee has determined that SLCGP funds for Fiscal Years 2022 and 2023 will be distributed in the form of cybersecurity shared services, specifically hardware authentication tokens to support multi-factor authentication (MFA); and

WHEREAS: The implementation of MFA is a critical component of the County's cybersecurity strategy and aligns with state and federal priorities to enhance cyber maturity and reduce risk; and

WHEREAS: The application deadline for this shared services opportunity has been extended to Wednesday, November 19, 2025 by 5:00 p.m.; and

WHEREAS: The Chief Information Officer of ITCS recommends proceeding with the application to secure these cybersecurity resources at no cost to the County; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Department of Information Technology and Communication Services to complete and submit the application for the SLCGP shared services opportunity for hardware authentication tokens to support multi-factor authentication.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. 387-25 *AUTHORIZING THE REALLOCATION OF
MICROENTERPRISE ASSISTANCE GRANT FUNDS*

WHEREAS: Per Resolution No. 351-24 Tioga County was awarded grant funds through New York State Community Development Block Grant (CDBG) for a Microenterprise Assistance Program and was approved to accept the funds and modify the Economic Development and Planning (ED&P) Budget; and

WHEREAS: Per Resolution No. 243-25, the Tioga County Legislature authorized ED&P to award eligible applicants for this program. Specifically, the Newark Valley Creamery was awarded \$20,400.00 and Two Sparrows Farm was awarded \$32,000.00; and

WHEREAS: Since that time, Newark Valley Creamery and Two Sparrows Farm formerly requested to withdraw their applications thereby making those funds available; and

WHEREAS: It has been determined the available funds, \$52,400.00, should be reallocated to other already-approved Microenterprise Assistance Program applicants to further the program's objective of assisting local businesses; and

WHEREAS: The four (4) businesses identified as eligible to receive the reallocated funds are listed below with the previously approved award:

Business	Previous Award	Reallocated Funds	Total
• The Five, LLC	\$22,000.00	\$13,000.00	\$35,000.00
• The Owego Brewing Co.	\$14,000.00	\$21,000.00	\$35,000.00
• Country Fit	\$15,000.00	\$ 7,700.00	\$22,700.00
• Ocular Prosthetics, LLC	\$ 7,500.00	\$10,700.00	\$18,200.00

Therefore be it

RESOLVED: That the Chair of the Legislature does hereby authorize Economic Development and Planning to award the NYS CDBG Microenterprise Assistance Program reallocated grant funds to the above selected microenterprises.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 388-25 *AUTHORIZE ACCEPTANCE OF
2025-2026 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 \$18,500 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 2025-2026 NYS STOP-DWI High Visibility Engagement grant be appropriated as follows:

FROM: A3315-445890-CRK25	Federal Aid-Other Transp	\$18,500
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TO: A3315-540590-CRK25	Services Rendered-STOP DWI	\$18,500
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And be it further

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

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:	PUBLIC SAFETY COMMITTEE FINANCE COMMITTEE
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RESOLUTION NO. 389-25	<i>AUTHORIZE ACCEPTANCE OFSFY2025 NEXT GENERATION 911 GRANT PROGRAM (NG911) APPROPRIATION OF FUNDS & MODIFY 2025 BUDGET SHERIFF'S OFFICE</i>
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WHEREAS: The Sheriff's Office applied for and was awarded a SFY2025 Next Generation 911 (NG911) Grant in the amount of \$1,266,796; 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 Legislature to sign said contract upon County Attorney's review; and be it further

RESOLVED: That the 2025 budget be modified and funds be appropriated to the following accounts and appropriation be re-established for the remaining unspent balance as of year-end until the project is completed.

FROM: A3020.433060.NG911 State Aid-Homeland Security \$1,266,796

TO:	A3020.520130.NG911 Equipment (not car)	\$ 633,398
	A3020.540140.NG911 Contracting Services	\$ 633,398

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 390-25	<i>AUTHORIZE ACCEPTANCE OF A GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES AND AMEND ASSIGNED COUNSEL AND PUBLIC DEFENDER'S 2025 BUDGET</i>
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WHEREAS: Tioga County has been notified by NYS Division of Criminal Justice Services of a grant award notice for \$60,790.00 for Aid to Defense for Discovery Reform for the time period beginning April 1, 2025 until expended; and

WHEREAS: It is necessary for Tioga County to accept the grant funding for the distribution in said amount of \$60,790.00; and

WHEREAS: Said funding in the amount of \$60,790.00 needs to be appropriated and the 2025 budget be amended; and

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

RESOLVED: That the Tioga County Legislature hereby accepts the NYS Division of Criminal Justice Services Grant of said distribution in the amount of \$60,790.00; and be it further

RESOLVED: That upon receipt of the funds through the Division of Criminal Justice Services Grant of \$60,790.00 the 2025 Budget be amended as follows:

Revenue Accounts:	A1170.430250 DOCJS	State Aid DOCJS	\$ 30,395.00
	A1172.430250 DOCJS	State Aid DOCJS	\$ 30,395.00
Expense Accounts:	A1172.540330 DOCJS	Legal Fees	\$ 30,395.00
	A1170.540140 DOCJS	Contracting Services	\$ 30,395.00

And be it further

RESOLVED: That available funds on 12/31/25 of the original grant award of \$60,790.00 allocated in each of these budget lines be carried forward into the New Year 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 391-25 *AUTHORIZE ACCEPTANCE OF A GRANT
FROM THE NEW YORK STATE DIVISION OF
CRIMINAL JUSTICE SERVICES AND AMEND
ASSIGNED COUNSEL AND PUBLIC DEFENDER'S
2025 BUDGET*

WHEREAS: Tioga County has been notified by NYS Division of Criminal Justice Services of a grant award notice for \$60,167.00 for Aid to Defense for Supplemental Reform for the time period beginning April 1, 2025 until expended; and

WHEREAS: It is necessary for Tioga County to accept the grant funding for the distribution in said amount of \$60,167.00; and

WHEREAS: Said funding in the amount of \$60,167.00 needs to be appropriated and the 2025 budget be amended; and

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

RESOLVED: That the Tioga County Legislature hereby accepts the NYS Division of Criminal Justice Services Grant of said distribution in the amount of \$60,167.00; and be it further

RESOLVED: That upon receipt of the funds through the Division of Criminal Justice Services Grant of \$60,167.00, the 2025 Budget be amended as follows:

Revenue Accounts:	A1172.430250 DOCJS	State Aid DOCJS	\$ 30,083.50
	A1170.430250 DOCJS	State Aid DOCJS	\$ 30,083.50
Expense Accounts:	A1172.540330 DOCJS	Legal Fees	\$ 30,083.50
	A1170.540280 DOCJS	Investigations	\$ 30,083.50

And be it further

RESOLVED: That available funds on 12/31/25 of the original grant award of \$60,167.00 allocated in each of these budget lines be carried forward into the New Year 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 392-25 *RECLASSIFICATION OF ASSIGNED COUNSEL
APPROPRIATION FOR STANDARD VOUCHER
EXPENSES*

WHEREAS: The Tioga County Legislature budgeted for and appropriated funds to offset anticipated expenses related to a high-profile criminal case, and the Assigned Counsel office has available previously requested funds budgeted under account A1172 540030 HPCC; and

WHEREAS: The Assigned Counsel Office has determined that a significant portion of the invoices associated with the high-profile criminal case will not be incurred until the 2026 fiscal year; and

WHEREAS: The Assigned Counsel Office anticipates an increased demand for standard assigned counsel voucher payments in 2025, and has requested to utilize existing funds for that purpose rather than drawing from contingency; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification and transfer of \$100,000 in following accounts:

From: A1172 540030 HPCC Assigned Counsel	\$ 100,000
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To: A1172 540030 Assigned Counsel	\$ 100,000
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ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 393-25 *MODIFY 2025 BUDGET AND TRANSFER FUNDS
OFFICE OF EMERGENCY SERVICES*

WHEREAS: Resolution No. 192-25 transferred \$12,000 from the SHS23 grant Contracted Services budget line to Equipment (not car) budget line for the purchase of accessories for the Prime Mover. NYS Homeland Security has since requested we make this purchase from the SHS24 grant; and

WHEREAS: The SHS23 funding will be used to pay the annual I am Responding Program; therefore be it

RESOLVED: That the 2025 budget be modified and transfer of funds be made as follows:

FROM:

A3360.520130.SH23	EQUIPMENT (NOT CAR)	\$12,000
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TO:

A3360.540140.SH23	CONTRACTED SERVICES	\$12,000
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And be it further

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

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL & SAFETY COMMITTEE

RESOLUTION NO. 394-25 *MODIFY 2025 BUDGET AND TRANSFER FUNDS
SHERIFF'S OFFICE*

WHEREAS: Resolution No. 395-24 authorized the acceptance and appropriation of funds from the SHS24 grant, in which \$4,000 was allocated to the Sheriff overtime budget line to be used for overtime incurred during election security; and

WHEREAS: A Board of Elections Grant was utilized for the election security detail, so it is necessary to transfer these SHS24 grant funds from the Sheriff's Overtime budget line to the Equipment not Car budget line; therefore be it

RESOLVED: That the 2025 budget be modified and transfer of funds be made as follows:

FROM:

A3110.510030	Sheriff Overtime	\$4,000
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TO:

A3361.520130.SH524	Equipment (not Car)	\$4,000
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And be it further

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

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. 395-25 *AMEND 2025 BUDGET*
SOCIAL SERVICES

WHEREAS: Tioga County Department of Social Services will exceed the budgeted amount for 2025 A6119 Foster Care Program expense due to a higher number of placements; and

WHEREAS: Funds are available for transfer from expense account A6123 JD Program Expense and A6123-RTA JD Program-RTA; and

WHEREAS: Transfer of funds between A6119 Foster Care Program and A6123 JD Program Expense requires Legislative approval; therefore be it

RESOLVED: That funding be transferred as follows:

From: A6123.540487	JD Program Expense	\$ 350,000
From: A6123.540487 RTA	JD Program-RTA	\$ 670,000
To: A6119.540487	Foster Care Program Expense	\$ 1,020,000

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Brown moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: ED&P COMMITTEE
LEGAL/FINANCE COMMITTEE

RESOLUTION NO. 397-25 *TRANSFER FUNDS AND MODIFY 2025 BUDGET*
SOLID WASTE

WHEREAS: Tioga County Solid Waste's Sustainability Manager requires a new chair; and

WHEREAS: The current Solid Waste Budget does not have funds in the chairs line;
and

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

RESOLVED: That the Tioga County Legislature authorizes the modification of the Solid Waste 2025 Budget by transferring the appropriate funds as follows:

From: A8160 542640	Supplies (Not Office)	\$305
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To:	A8160 520070	Chairs	\$305
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ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Aronstam moved for the adoption of the following resolution, seconded by Legislator Brown.

Legislator Standinger made a motion to amend the resolution, seconded by Legislator Flesher. Amended resolution is as follows:

REFERRED TO:	LEGISLATIVE WORKSESSION FINANCE, LEGAL & SAFETY COMMITTEE
RESOLUTION NO. 398-25	<i>TRANSFER OF FUNDS FROM CONTINGENCY TO SUPPORT A ONE-TIME APPROPRIATION TO SUPPORT LOCAL FOOD DISTRIBUTION THROUGH THE FOOD BANK OF THE SOUTHERN TIER IN RESPONSE TO THE FEDERAL GOVERNMENT SHUTDOWN</i>

WHEREAS: Tioga County recognizes that the recent federal Government Shutdown impacted Supplemental Nutrition Assistance Program (SNAP) benefits resulting in a direct and measurable hardship for many county residents, particularly those with limited income and access to healthy food; and

WHEREAS: The County Legislature finds that this suspension in federal assistance represents a potential detriment to the health, nutrition, and well-being of Tioga County residents, warranting a local response in coordination with community partners, including the Southern Tier Food Bank; and

WHEREAS: The Food Bank of the Southern Tier serves as the regional food distribution hub for Tioga County and works collaboratively with community food pantries and social service agencies to ensure that food resources are available to residents in need; and

WHEREAS: Pursuant to County Law §365, the County Legislature may transfer funds from the Contingency Account for expenses which could not reasonably have been foreseen or contemplated at the time of budget adoption; and

WHEREAS: The County Legislature finds it to be of the public interest to assist the Food Bank of the Southern Tier in the continued provision of food assistance and distribution services during this period of federal government shutdown; therefore be it

RESOLVED: That the Tioga County Legislature hereby transfers funds from the Contingency Account as follows:

FROM: A1990 540715 Contingency Transfer \$100,000.00
TO: A1340540429 Outside Support \$100,000.00

And be it further

RESOLVED: That the County Legislature authorizes the Chair of the Legislature or the County Administrator to execute any necessary agreements or Memorandum of Understanding with the Food Bank of the Southern Tier to ensure accountability, distribution oversight, and reporting on the use of said funds; and be it further

RESOLVED: That this one-time appropriation shall be used exclusively by the Food Bank of the Southern Tier for the purchase and distribution of food items and associated logistics to benefit Tioga County residents.

Legislator Monell spoke. "We are going to change the wording on this resolution from what was originally presented to the proposed version on the screen."

Legislator Standinger spoke. The following revisions are being made to the resolution to clarify this is in response to the Federal Government Shutdown."

"In the title of the resolution, we are removing SNAP CUTBACKS and adding GOVERNMENT SHUTDOWN.

"In the first WHEREAS statement, we are revising to read as follows:

WHEREAS: Tioga County recognizes that the recent federal Government Shutdown impacted Supplemental Nutrition Assistance Program (SNAP) benefits resulting in a direct and measurable hardship for many county residents, particularly those with limited income and access to healthy food; and

"In the second WHEREAS statement, we are revising to read as follows:

WHEREAS: The County Legislature finds that this suspension in federal assistance represents a potential detriment to the health, nutrition, and well-being of Tioga County residents, warranting a local response in coordination with community partners, including the Southern Tier Food Bank; and

"In the third WHEREAS statement, we are revising to read as follows:

WHEREAS: The Food Bank of the Southern Tier serves as the regional food distribution hub for Tioga County and works collaboratively with community food pantries and social service agencies to ensure that food resources are available to residents in need; and

“In the fifth WHEREAS statement, we are revising to read as follows:

WHEREAS: The County Legislature finds it to be of the public interest to assist the Food Bank of the Southern Tier in the continued provision of food assistance and distribution services during this period of federal government shutdown; therefore be it

“The remainder of the resolution remains as is.”

ROLL CALL VOTE ON AMENDMENT

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

AMENDED RESOLUTION APPROVED.

ROLL CALL VOTE ON RESOLUTION AS AMENDED

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. 399-25 *TRANSFER RESERVE FUNDS ACCORDING TO
CAPITAL BUDGET*

WHEREAS: Resolution No. 423-24 adopted the budget for Tioga County for the year 2025 which included the 2025 Capital Budget; and

WHEREAS: The Capital Budget itemized expenditures to be covered by Capital Reserves, if deemed necessary; and

WHEREAS: The following purchases have been made through October 2025:

H1325 Treasurer	\$ 5,756.17
H1620 DPW	\$362,786.62
H1680 ITCS	\$122,683.33
H3110 Sheriff	\$117,158.19
H5130 Road Machinery	\$933,253.08

And

WHEREAS: The Treasurer has seen the need to utilize Capital Reserve funds to cover these purchases; therefore be it

RESOLVED: That the Tioga County Legislature be made aware of the following transfer of funds according to the 2025 Capital Budget:

From: H 387804	Capital Software Reserve	\$ 39,895.00
H 387805	Capital Hardware Reserve	\$ 88,544.50
H 387807	Capital Reserve Fund	\$1,413,197.89

To: H 390900	Unrestricted Fund Balance	\$1,541,637.39
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ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO:	ITCS COMMITTEE
	FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 400-25	<i>AUTHORIZE BUDGET TRANSFER TO COVER INCREASED COST OF TYLER TECHNOLOGIES MUNIS SOFTWARE RENEWAL FOR 2026</i>
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WHEREAS: The Tioga County Legislature recognizes the critical role of the Munis enterprise resource planning (ERP) system in supporting the County's financial, human resources, and operational functions; and

WHEREAS: The County has received a renewal proforma from Tyler Technologies Inc. for continued support and licensing of the Munis system for the 2026 term, totaling \$99,641.83; and

WHEREAS: The cost of the 2026 renewal reflects an increase over prior years, requiring additional budgetary support to ensure uninterrupted service; and

WHEREAS: The Chief Information Officer affirms the importance of maintaining the Munis system to ensure continuity of operations, compliance with financial standards, and secure data management; and

WHEREAS: The ITCS Department has identified available funds in the Full-Time Salary budget line (A1680 510010) due to staffing adjustments, and recommends reallocating those funds to cover the software expense; and

WHEREAS: Legislative approval is required to authorize the necessary budget transfer; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the following budget transfer within the 2025 ITCS operating budget to accommodate the increased cost of the Munis software renewal:

FROM: A1680 510010	Full Time Salary	\$99,641.83
TO: A1680 540620	Software Expenses	\$99,641.83

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 401-25 *APPORTIONING FORFEITURE OF CRIME PROCEEDS
FOR DRUG ENFORCEMENT ACTIVITIES*

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

WHEREAS: Tioga County has received \$452.00 from drug forfeiture case Peo-vs-J Conklin; and

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

WHEREAS: Distribution details are as follows:

Tioga County District Attorney's Office (15%)	\$ 67.80
Tioga County Sheriff's Department (5%)	\$ 22.60
NYS Office of Alcoholism and Substance Abuse Services (OASAS)	\$ 144.64
Tioga County Sheriff's Department (75%)	\$ 162.72
Tioga County District Attorney's Office (25%)	<u>\$ 54.24</u>
	\$ 452.00

And

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

RESOLVED: That funding be appropriated as follows:

FROM: A1165-426250 Forfeiture of Crime Proceeds	\$ 67.80
A1165-426260 Forfeiture of Crime Proceeds Restricted	\$ 198.88
A3110-426250 Forfeiture of Crime Proceeds	\$ 22.60
A3110-426260 Forfeiture of Crime Proceeds Restricted	\$ 162.72

TO:	A1165-510010 District Attorney Salary FT Expense	\$ 67.80
	A1165-540336 Asset Forfeiture Expense-Restricted	\$ 198.88
	A3110-510010 Sheriff Salary FT Expense	\$ 22.60
	A3110-540336 Asset Forfeiture Expense-Restricted	\$ 162.72

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 402-25 *AUTHORIZE TIOGA COUNTY DEPARTMENT OF SOCIAL SERVICES TO ACCEPT DONATIONS IN EXCESS OF \$1000*

WHEREAS: Legislative approval is required for the receipt of any donation in excess of \$1000 per County Policy – Gifts and Donations; and

WHEREAS: The Department of Social Services has been contacted by a community agency to provide holiday gifts to children who have involvement with Child Protective and Preventive Services and the Department will be soliciting for holiday gifts for children in foster care; and

WHEREAS: The Department will be accepting donated gifts from the following agencies, Catholic Charities, The Punisher's Motorcycle Club, the Owego VFW and others; and

WHEREAS: By partnering with the community, we can ensure that all children in Tioga County have a happy holiday season; therefore be it

RESOLVED: That the Department of Social Services is authorized to accept donated gifts with an anticipated value in excess of \$1000 to pass through to the children of Tioga County during the 2025 holiday season.

Legislator Standinger spoke. "We welcome any organization that is willing to put up gifts that can be provided at Christmas time. I am sure there is a lot of citizens in this County that do not have enough to give gifts to their children, and this resolution enables that to happen."

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 403-25 *APPROVE PURCHASE OF A UTILITY TASK VEHICLE
SHERIFF'S OFFICE*

WHEREAS: The Tioga County Sheriff's Office would like to purchase a Utility Task Vehicle from Polaris, which is on Sourcewell Contract #091024-PSI for \$17,892.37; and

WHEREAS: Legislative approval is required for all purchases over \$10,000; and

WHEREAS: There are available funds in account A3361.520130.SHS23 to cover said purchase; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Tioga County Sheriff's Office to purchase a Utility Task Vehicle from Polaris Sourcewell Contract #091024-PSI at an amount of \$17,892.37.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Ciotoli.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. 404-25 *REQUESTING TIOGA COUNTY
VETERANS' SERVICE AGENCY BE ALLOWED
TO EXCEED FOOD & BEVERAGE
PURCHASE GUIDELINES*

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

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

WHEREAS: The TCVSA will be holding the following events in November and 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:

Thanksgiving Food Giveaway with Catholic Charities (ARPA) - \$1,500.00
December Holiday Baskets for Veterans in Need (ARPA) - \$1,500.00

Therefore be it

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

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. 405-25 *REQUESTING TIOGA COUNTY DEPARTMENT OF
PUBLIC WORKS BE ALLOWED TO EXCEED FOOD &
BEVERAGE PURCHASE GUIDELINES*

WHEREAS: The Tioga County Department of Public Works will be conducting (3) three successive training sessions on Friday, November 7th, 2025, which will effectively last all day; and

WHEREAS: County Policy – Section III; Subsection H. Purchase of Food, Beverages, and Supplies limits expenses to \$150 per event for a permissible required all day training for County employees; and

WHEREAS: These training(s) will occur prior to adoption of this resolution, the Public Works Committee Chair has authorized the Commissioner of Public Works to exceed the Food and Beverage Guidelines in advance; and

WHEREAS: Public Works will be providing lunch with the expenses anticipated to exceed the \$150 per event limit; and

WHEREAS: Requests to exceed event limits must be made by resolution and require the approval of the County Legislature; therefore be it

RESOLVED: That the Tioga County Legislature allows the Public Works department to exceed the per event limit not to exceed \$250 to be paid out of the following account:

A1490.540733 Training/All Other

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO: PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 406-25 *AMEND RESOLUTION NO. 135-25;*
AWARD CONTRACT
RADIO CONSULTING SERVICES

WHEREAS: Resolution No. 135-25 authorized a contract with Yoder Communications, LLC at a cost not to exceed \$30,560 for Phase 1 and \$2,480 for Phase II; and

WHEREAS: Resolution No. 248-25 authorized an additional \$46,500 for a total of \$77,060 for Phase 1; and

WHEREAS: An additional \$24,600 is anticipated to fund consultant services through March 2026; and

WHEREAS: Professional Services under General Municipal Law 104-b is exempt from competitive bidding; and

WHEREAS: There are sufficient funds in the State Interoperable 24 Grant account A3415.540140.IO24F; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute a revised contract between Tioga County and Yoder Communications, LLC, upon review by the County Attorney, at a cost not to exceed \$101,660 for Phase 1.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 407-25 *AUTHORIZE CONTRACT WITH ASPIREHOPENY TO
ADMINISTER PARENT SUPPORT SERVICES*

WHEREAS: Tioga County Mental Hygiene uses the services of AspireHopeNY, Inc. for the purpose of administering Parent Support Services in Tioga County; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: AspireHopeNY, Inc. has been performing these services in the past and Tioga County Mental Hygiene is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into a renewal contract with AspireHopeNY, Inc. for \$66,983 plus any additional state aid received, for the continuation of Parent Support Services in Tioga County for the period January 1, 2026 through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 408-25 *AUTHORIZE CONTRACT WITH
FAIRVIEW RECOVERY SERVICES FOR
CONTRACTING FOR MENTAL HYGIENE
CONTRACTED STAFFING*

WHEREAS: Tioga County Mental Hygiene uses the services of Fairview Recovery Services for the purpose of contracted staffing for the Mental Hygiene Clinic; and

WHEREAS: Fairview Recovery Services has performed these services in the past for Tioga County Mental Hygiene; and

WHEREAS: Tioga County Mental Hygiene budgeted in 2026 for this contract; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into a contract with Fairview Recovery Services, for \$522,934, contracting for Mental Hygiene Contractual Staffing for the period January 1, 2026 through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Monell.

REFERRED TO:	HEALTH & HUMAN SERVICES COMMITTEE
RESOLUTION NO. 409-25	<i>AUTHORIZE CONTRACT WITH REHABILITATION SUPPORT SERVICES, INC. TO ADMINISTER PSYCHOSOCIAL CLUB, HEALTH HOME NON-MEDICAID CARE MANAGEMENT, HEALTH HOME SERVICE DOLLARS & ADMINISTRATION, SUPPORTED HOUSING RENTAL ASSISTANCE & COMMUNITY SERVICES, WARM LINE AND DROP-IN CENTER</i>

WHEREAS: Tioga County Mental Hygiene uses the services of Rehabilitation Support Services, Inc. (RSS) for the purpose of administering the following programs: PsychoSocial Club, Health Home Non-Medicaid Care Management, Health Home Service Dollars & Administration, Supported Housing Rental Assistance & Community Services, Warm Line and Drop-In Center; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: RSS has been performing these services in the past and Tioga County Mental Hygiene is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into a renewal contract with RSS, for \$289,270 plus any additional state aid received, for the continuation of PsychoSocial Club, Health Home Non-Medicaid Care Management, Health Home Service Dollars & Administration, Supported Housing Rental Assistance & Community Services, Warm Line and Drop-In Center in Tioga County for the period January 1, 2026 through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Roberts moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 410-25 *AUTHORIZE CONTRACT WITH TRINITY
TO ADMINISTER PREVENTION AND JAIL SERVICES*

WHEREAS: Tioga County Mental Hygiene uses the services of Council on Alcohol and Substance Abuses of Livingston County, d.b.a. Trinity for the purpose of Alcohol and Substance Abuse Prevention in Tioga County and in the Tioga County Jail; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents and Tioga County Jail inmates; and

WHEREAS: Trinity has been performing these services in the past and Tioga County Mental is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into renewal contracts with Trinity, for \$286,044 plus any additional state aid received, for the continuation of Alcohol and Substance Abuse Prevention in the community as well as the Tioga County Jail for the period January 1, 2026 through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 411-25 *AUTHORIZE CONTRACT WITH
TOMPKINS-SENECA-TIOGA BOCES TO
ADMINISTER PREVENTION SERVICES*

WHEREAS: Tioga County Mental Hygiene uses the services of Tompkins-Seneca-Tioga BOCES for the purpose of Alcohol and Substance Abuse Prevention in Tioga County; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: Tompkins-Seneca-Tioga BOCES has been performing these services in the past and Tioga County Mental Hygiene is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into renewal contracts with Tompkins-Seneca-Tioga BOCES, for \$11,214 plus any additional state aid received, for the continuation of Alcohol and Substance Abuse Prevention for the period January 1, 2026 through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Standinger moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. 412-25 *AUTHORIZE CONTRACT WITH CATHOLIC CHARITIES
TO ADMINISTER ONGOING INTEGRATED
SUPPORTED EMPLOYMENT SERVICES*

WHEREAS: Tioga County Mental Hygiene uses the services of Catholic Charities of Rochester, d.b.a. Catholic Charities Tompkins/Tioga for the purpose of Ongoing Integrated Employment Services in Tioga County; and

WHEREAS: Tioga County Mental Hygiene receives state aid pass through funding with no local share for these services to be rendered to Tioga County residents; and

WHEREAS: Catholic Charities has been performing these services in the past and Tioga County Mental Hygiene is seeking a contract renewal; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Director of Community Services to enter into a renewal contract with Catholic Charities, for \$18,669 plus any additional state aid received, for the continuation of Ongoing Integrated Employment Services for the period January 1, 2026 through December 31, 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: ITCS COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. 413-25 *AUTHORIZE TO RENEW THREE-YEAR SaaS
AGREEMENT WITH ENVIRONMENTAL SYSTEMS
RESEARCH INSTITUTE, INC.*

WHEREAS: The Tioga County Information Technology and Communication Services department has a current Software as a Service (SaaS) agreement with Environmental Systems Research Institute, Inc. (ESRI); and

WHEREAS: The Tioga County Information Technology and Communication Services department's three-year Agreement with ESRI will expire on December 31, 2025; and

WHEREAS: The Chief Information Officer and GIS Manager have negotiated a locked price for three years at an annual cost of \$42,200.00; and

WHEREAS: Funding will be provided for using Information Technology and Communication Services Operational funds A1680 540620 (Software) at a cost of \$42,200.00 per year; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the agreement between Tioga County and Environmental Systems Research Institute, Inc. upon review by the County Attorney.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 414-25 *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 2023; 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 \$127,340 annually; therefore be it

RESOLVED: That the Probation Director is approved to contract in 2026 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 \$127,340 annually.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. 415-25 *ESTABLISH RETIREE HEALTH
INSURANCE CONTRIBUTIONS*

WHEREAS: Retirees who qualified to pay 0% of individual health insurance in accordance with Section IV. RETIREMENT of the Employee Handbook Policy "Orientation / Exit Interviews / Recruitment / Retirement" (formerly Policy # 3) are currently not contributing toward their retiree coverage; and

WHEREAS: Retirees who qualified to pay 0% of family health insurance in accordance with Section IV. RETIREMENT of the Employee Handbook Policy "Orientation / Exit Interviews / Recruitment / Retirement" (formerly Policy # 3) are currently not contributing toward their retiree coverage; and

WHEREAS: Due to continually rising health insurance costs, property tax cap, and other factors it is no longer feasible to offer these retirees free health insurance; therefore be it

RESOLVED: That any retiree as of the date of this resolution who qualified for free individual coverage in accordance with Section IV. RETIREMENT of the Employee Handbook Policy "Orientation / Exit Interviews / Recruitment / Retirement" (formerly Policy # 3) shall contribute 3.25% of the monthly individual premium or \$20/month per individual policy, whichever is greater, effective January 1, 2026; and be it further

RESOLVED: That any retiree as of the date of this resolution who qualified for free family coverage in accordance with Section IV. RETIREMENT of the Employee Handbook Policy "Orientation / Exit Interviews / Recruitment / Retirement" (formerly Policy # 3) shall contribute 3.25% of the monthly family premium effective January 1, 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 416-25 *INCREASE CORONER CASE RATES*
CORONER'S OFFICE

WHEREAS: Resolution No. 322-05 adopted November 15, 2005 increased the rate paid to Tioga County Coroners for non-autopsy cases to \$100.00 as of January 1, 2006 and this rate is still in effect; and

WHEREAS: Resolution No. 289-17 adopted December 12, 2017 increased the rate paid to Tioga County Coroners for autopsy cases to \$200.00 as of January 1, 2018 and this rate is still in effect; and

WHEREAS: During the preparation of the 2026 Coroner's budget, the Coroner's proposed increasing the rates paid to the Tioga County Coroners for non-autopsy cases to \$150.00 and autopsy cases to \$225.00 effective January 1, 2026; therefore be it

RESOLVED: That the rates paid to the Tioga County Coroners be increased from \$100.00 to \$150.00 for non-autopsy cases and from \$200.00 to \$225.00 for autopsy cases effective January 1, 2026.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Monelli.

REFERRED TO: PUBLIC SAFETY COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. 417-25 *AUTHORIZE ANNUAL STIPEND
(CORONER'S OFFICE)*

WHEREAS: The Coroner's office determined in 2025 they were no longer in support of having an individual Coroner be appointed as the Administrative Coroner by the County Legislature; and

WHEREAS: In lieu of not having an Administrative Coroner, the County Legislature adopted Resolution No. 35-25 on January 14, 2025 authorizing an annual stipend for Cathy Haskell to continue providing administrative support to the Coroner's office through December 31, 2025; and

WHEREAS: The Coroner's office is requesting that Cathy Haskell continue to provide the following duties and tasks at the current annual stipend of \$7,500 through December 31, 2026:

- ACCOUNTS PAYABLE – Entering Requisitions, Managing Purchase Orders (Maintenance & Liquidation), Invoice Processing, Check Distribution & Management as necessary in the County Financial Management Software.
- ACCOUNTS RECEIVABLE – Entering General Bills as necessary in the County Financial Management Software.
- BUDGET OVERSIGHT – Entering Budget Transfers in the County Financial Management Software, Working with the County Administrator and the (4) elected Coroners to Prepare the Annual Budget, Preparation of Budget Reports as necessary for Legislative Committee Meetings.
- LEGISLATIVE ASSISTANCE – Drafting Resolutions on behalf of the Coroner's Office as necessary, including but not limited to Budget Amendments and Contract Agreements.
- PAYROLL ADMINISTRATION – Acting as Timekeeper for the Department, Tracking and Submitting On-Call Sheets, Tracking and Entering Invoices for Mileage in the County Financial Management Software; and

WHEREAS: The designation of administrative tasks does not absolve the Coroner's office from their Elected duties and/or departmental expectations as set by the County Legislature, including presence at Legislative Committee Meetings, Presentation of Proposed Resolutions, and Presentation of the Proposed Annual Budget for the Department; therefore be it

RESOLVED: Cathy Haskell will continue providing the additional administrative duties through December 31, 2026, to be reviewed annually; and be it further

RESOLVED: That in recognition of the additional responsibility, Cathy Haskell will continue to be granted an additional \$7,500.00 stipend annually, paid out of account A1185 510050 All Other in the Medical Examiner and Coroner's Budget; and be it further

RESOLVED: That should it be determined by the County Legislature, Cathy Haskell, or the Coroner's office for any reason that the designation is not working as expected, the designation, responsibilities and stipend shall terminate immediately.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Brown.

REFERRED TO:	PERSONNEL COMMITTEE FINANCE/LEGAL COMMITTEE
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RESOLUTION NO. 418-25	<i>SALARY FOR PART-TIME ASSIGNED COUNSEL PARALEGAL ASSIGNED COUNSEL OFFICE</i>
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WHEREAS: By Resolution No. 168-25 adopted on April 15, 2025 the newly titled Management/Confidential Part-Time Paralegal (Assigned Counsel Program) position was established with a salary of \$35,000.00 annually, effective April 19, 2025; and

WHEREAS: The part-time Paralegal (Assigned Counsel Program) earns an annual salary of \$35,000.00 which is the maximum allowable salary to be collected as a New York State retiree; and

WHEREAS: The part-time Paralegal (Assigned Counsel Program) cannot accept the Management/Confidential salary increase on January 1, 2026, unless or until New York State increases the maximum amount earnable by a New York State retiree; therefore be it

RESOLVED: That Stephanie Carrigg, part-time Paralegal (Assigned Counsel Program), will not receive the Management/Confidential salary increase on January 1, 2026, unless or until New York State increases the maximum amount earnable for a New York State retiree.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Flesher moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 419-25 *AUTHORIZE POSITION RECLASSIFICATION
SHERIFF'S OFFICE*

WHEREAS: Legislative approval is required for any position reclassification; and

WHEREAS: On September 29, 2025, the Personnel Department received a Position Description Questionnaire from Amy Eiklor, Office Specialist II who works within the Sheriff's Office, Records Division; and

WHEREAS: A desk audit resulted and involved the review of work tasks performed by this employee within the Records Division; and

WHEREAS: The Personnel Officer has determined that the appropriate classification reflective of the work performed and responsibility assigned to Ms. Eiklor, within the Records Division, is consistent with Office Specialist III; therefore be it

RESOLVED: That the Tioga County Legislature hereby amend the Tioga County Employee Handbook, Section III. Financial Rules, Subsection A. Budget Transfers, Section IV. Program Audits, Exit Audits, or Exit Conferences to read as follows:

SECTION IV. PROGRAM AUDITS, EXIT AUDITS, OR EXIT CONFERENCES

When a program, agency, or budget under a Department Head's responsibility is subject to any program audit, financial audit, exit audit, or exit conference, the Department Head shall immediately notify the following parties of the audit activity and any scheduled meetings or site visits:

- Chair of the County Legislature
- County Administrator
- Chair of the appropriate Legislative Standing Committee
- Personnel Officer
- County Attorney
- County Treasurer
- Clerk of the Legislature

Notification shall include, at a minimum, the auditing entity, purpose or scope of the audit, and the date, time, and location of any on-site or virtual audit activity, entrance conference, or exit conference. If auditors arrive on site without prior notice, the Department Head (or any employee engaged with the auditors) shall notify the above parties as soon as practicable but no later than the same business day.

Failure to provide timely notification may be considered a failure to comply with County policy.

And be it further

RESOLVED: That this amended section shall take effect immediately and be incorporated into the next published version of the Tioga County Employee Handbook under the appropriate section title and numbering; and be it further

RESOLVED: That the remainder of this policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Roberts.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 421-25 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES;
SUBSECTION J, MANAGEMENT/ CONFIDENTIAL
BENEFITS SECTION II. LEAVE ACCRUALS,
B. VACATION SELLBACK

WHEREAS: The Management/Confidential Salary Committee met in July to discuss recommendations for 2026 pertaining to the Management/ Confidential staff; and

WHEREAS: The Committee recommends that the Vacation Sellback Policy be amended to align with the CSEA Vacation Sellback Policy with the exception of maintaining a minimum of 10 days after sellback; therefore be it

RESOLVED: That Section IV. Personnel Rules, Subsection j. Management/ Confidential Benefits (S28), Section II. Leave Accruals. B. Vacation Sellback is hereby amended effective January 1, 2026 by adding the following:

II. Leave Accruals

B. Vacation Sellback

- Full-time employees who have been employed full-time by Tioga County for at least six (6) consecutive years and have a vacation balance exceeding 20 days may sell back vacation days, provided they retain a minimum balance of 10 days post-sellback, as per the following chart:

Years of Service	Number of Days Eligible for Sellback
6-13	Up to 5
14 & over	Up to 10

- Written notice of intent to sell back days must be submitted to the employee's Department Head by the first day of the first month of each calendar quarter. Employees may sell back vacation time only

once per year. Payment will be made in the second paycheck of February, May, August, or November. Employees cannot sell back vacation in a quarter if their anniversary date falls within the same pay period as the payout. If an employee's vacation balance drops below 10 days or below the amount required for the sellback after notice submission, but before payment, the notice is void.

And be it further

RESOLVED: That the remainder of Section IV. Personnel Rules; Subsection j., Management/Confidential Benefits Policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. 422-25 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES; SUBSECTION J.
MANAGEMENT/CONFIDENTIAL BENEFITS,
SECTION II. LEAVE ACCRUALS, C. PERSONAL TIME

WHEREAS: The Management/Confidential Salary Committee met in July to discuss recommendations for 2026 pertaining to the Management/ Confidential staff; and

WHEREAS: The Committee recommends that employees with 20 years of service with Tioga County receive a fifth personal day on their 20th anniversary; therefore be it

RESOLVED: That Section IV. Personnel Rules, Subsection j. Management/Confidential Benefits (\$28), Section II; Leave Accruals, C. Personal Time is hereby amended effective January 1, 2026 to read as follows:

II. Leave Accruals

C. Personal Time

- Each Management/Confidential employee shall receive three (3) Personal Days on January 1. Those employees who complete ten (10) years of service with Tioga County shall receive a fourth Personal Day on their 10th anniversary, and then four (4) Personal Days each January 1 thereafter. Those employees who complete twenty (20) years of service with Tioga County shall receive a fifth Personal Day on their 20th anniversary, and then five (5) Personal Days each January 1 thereafter.
- Personal Days granted upon hire shall be pro-rated for the first year based upon the following chart:

Date of Hire	Personal Days
January 1 through April 30	3
May 1 through August 31	2
September 1 through November 30	1
December 1 or after	0

- Personal Days cannot be carried over from year to year.
- Requests to use Personal Days must be approved in advance by the Department Head and must be used in no less than quarter hour increments.
- Personal Days are not compensated for at time of separation.

And be it further

RESOLVED: That the remainder of Section IV. Personnel Rules; Subsection j., Management/Confidential Benefits Policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: LEGISLATIVE WORKSESSION
PERSONNEL COMMITTEE

RESOLUTION NO. 423-25

AMEND EMPLOYEE HANDBOOK:
SECTION V. NON-TRADITIONAL WORKERS;
SUBSECTION B. PROCEDURE AND REGULATIONS
FOR INTERNSHIPS

WHEREAS: The Tioga County Employee Handbook establishes uniform administrative policies and procedures to guide the operations of all County departments; and

WHEREAS: The County Legislature continues to support providing learning opportunities for students and academic institutions, while ensuring accountability and transparency in departmental internship practices; and

WHEREAS: The Legislature has indicated that there should be more awareness of the status of unpaid internship programs within the County; and

WHEREAS: The County Administrator has recommended revised language to require more regular reporting on the status of internship programs to Legislative Committees; therefore be it

RESOLVED: That the Tioga County Legislature hereby amends the Employee Handbook, Section V. Non-Traditional Workers; Subsection b. II. Procedure to read as follows:

SECTION II. PROCEDURE

If a Department Head desires to host or participate in an internship or experience program, the following information must be provided to the Legislative

Committee by the Department Head as planned by the Department Head and/or solicited from the intern's academic or vocational program:

- Name of the sponsoring academic or vocational program or school, unless requirement has been waived as stated in Section I
- Name of the program/class, unless requirement has been waived as stated in Section I. Policy
- Name of the academic/vocational faculty member supervising the intern, unless requirement has been waived as stated in Section I. Policy
- Length of the internship
- Program requirements, such as:
 - Minimum/maximum hours
 - County oversight needed or time devoted by Department staff
 - Reports required of the department by the sponsoring academic/vocational program, unless requirement has been waived as stated in Section I. Policy
 - Expected duties of the intern while at the County
 - Plan for supervision of the intern during the program

The above information is to be submitted to the Legislative Committee for approval prior to commencement of the internship.

If approval is received from the Legislative Committee, the Department Head must submit the Contract/Agreement from the academic/vocational institute, or if such requirement has been waived, from the intern to the County Attorney for review and approval prior to commencement of the internship.

Once the Legislative Committee has approved an internship program, the Department Head is not required to solicit Committee approval for each individual intern in that program but shall report monthly to their Legislative Committee the status of the internship and the current interns, as well as any notable updates or issues related to the program.

The Department Head will report to the Legislative Committee at the conclusion of an internship program.

And be it further

RESOLVED: That this revised section shall take effect immediately and be incorporated into the next published version of the Tioga County Employee Handbook under the appropriate section title and numbering; and be it further

RESOLVED: That the remainder of this policy remains unchanged.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

Legislator Monell moved for the adoption of the following resolution, seconded by Legislator Flesher.

REFERRED TO: LEGISLATIVE WORKSESSION
FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. 424-25 *AMEND EMPLOYEE HANDBOOK:
SECTION IX. SAFETY RULES; SUBSECTION K.
SPACE HEATERS*

WHEREAS: The Tioga County Employee Handbook currently contains general provisions regarding workplace safety and use of electrical devices, but lacks specific guidance on the use of personal space heaters within County facilities; and

WHEREAS: The Tioga County Safety Officer has reviewed this section and proposed revisions to strengthen the County's commitment to employee safety, reduce fire hazards, and ensure compliance with occupational safety standards and the County's risk management policies; therefore be it

RESOLVED: That the Tioga County Legislature hereby amends the Employee Handbook, Section IX. Safety Rules; Subsection k. Space Heaters in its entirety to read as follows:

k. SPACE HEATERS

(FORMERLY POLICY #55)

Space Heater Policy

Tioga County Space Heater Policy

SECTIONS:

- I. Purpose
- II. Scope
- III. Policy
 - a. Prohibition of personal appliances
 - b. Approved equipment
 - c. Approval policy for distribution of heaters
 - d. Proper usage rules
 - e. Inspection and maintenance
- IV. Compliance

I. Purpose

To establish strict safety guidelines for the use of space heaters in the workplace to protect employees and County property from the risks of fire and electrical hazards.

II. Scope

This policy applies to all employees and personnel within the County and all County facilities.

III. Policy

- a. **Prohibition of personal appliances:** The use of personally owned space heaters in any County owned building/facility is strictly prohibited.
- b. **Approved equipment:** Only space heaters purchased, inspected, and maintained by Tioga County Buildings and Grounds are permitted to be used in County owned or leased facilities. All approved heaters must have the following safety features:
 - Certification by a Nationally Recognized Testing Laboratory (NRTL), such as Underwriters Laboratories (UL) or Intertek (ETL).
 - Automatic shut-off features for both overheating and tip-over events.
 - Thermostatic controls for regulating temperature.
 - Cool to touch exterior to prevent the risk of burns if touched or bumped.
- c. **Approval process for distribution of heaters:**
 - Requests for a County-provided space heater must be submitted to the Buildings and Grounds Supervisor via the Department Head for approval.
 - Approval shall be granted only if an assessment determines that the existing HVAC system cannot adequately maintain heat in the area to temperature requirements.

- d. **Proper usage rules:** All approved space heaters must be used in accordance with the following rules:
- **Direct wall plug-in:** Heaters must be plugged directly into a wall outlet. The use of extension cords or power strips is strictly forbidden.
 - **Clearance from combustibles:** A minimum clearance of at least (3) three feet must be maintained around the heater at all times. The surrounding area must be kept clear of paper, cloth, curtains, furniture, and other flammable materials.
 - **Stable placement:** Heaters must be placed on a hard, level, non-combustible surface, or as determined by the Buildings and Grounds Supervisor.
 - **Limited use:** Heaters must be turned off and unplugged when a work area is unoccupied, and at the end of every business day.
- e. **Inspections and maintenance:**
- Buildings and Grounds staff will perform periodic inspections to ensure all equipment is in good working condition.
 - Any heater with a damaged cord, plug, or housing must be immediately unplugged, taken out of service, and reported to the Buildings and Ground Supervisor.

IV. Compliance

- a. Employees found to be in violation of this policy may face disciplinary action, up to and including termination. Unauthorized heaters found on County property will be removed.

Therefore be it

RESOLVED: That this amended policy in its entirety shall take effect immediately and be incorporated into the next published version of the Tioga County Employee Handbook under the appropriate sections title and numbering.

ROLL CALL VOTE

Yes – Legislators Flesher, Monell, Roberts, Standinger, Aronstam, Brown, Ciotoli and Sauerbrey.

No – None.

Absent – Legislator Bunce.

RESOLUTION ADOPTED.

The meeting adjourned at 12:38 p.m.