

Office of the Legislative Clerk

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



607 687 8240 607 687 8232 www.TiogaCountyNY.gov

Cathy Haskell Legislative Clerk Breige Graven Deputy Legislative Clerk

Legislative Support Minutes

April 9, 2026

1:00 p.m.

ATTENDANCE

Legislators: Legislators Aronstam, Bunce, Cantella, Ciotoli, Monell, Rose, and Standinger were present with Legislators Brown and Flesher being absent.

Staff: Legislative Clerk Haskell, Deputy Legislative Clerk Graven, County Administrator Bailey, County Attorney DeWind, and Personnel Officer Parke.

Guests:

Matt Freeze, Morning Times Reporter, and Bill Chandler, Resident

APPROVAL OF MINUTES

Legislator Rose made the motion, seconded by Legislator Ciotoli to approve the March 5, 2026 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2025 YTD Budget Report: Legislative Clerk Haskell reported the Legislative Office 2025 budget was closed out with 95.5% utilization, which is in line with previous years.

2026 YTD Budget Reports: Legislative Clerk Haskell reported 23.9% utilization noting no budgetary issues or concerns.

County Auditor Accounts Payable Report: Ms. Haskell reported the following accounts payable report for March and Q12026. This report is included in today's committee agenda packet.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
March	803	\$3,988,633.28	199	\$36,615.82
Q12026	2,214	\$9,161,981.62	619	\$122,579.85
7 Rejected AP Invoices	<ul style="list-style-type: none"> • Incorrect remittance address chosen. • Incorrect Amount – amount does not match vendor invoice 			

Legislative Clerk Haskell reported she met with a Department Head, at their request, for a Munis tutorial to better understand their role in the Munis approval process.

Office of the Legislative Clerk

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



☎ 607 687 8240 📠 607 687 8232 🌐 www.TiogaCountyNY.gov

Cathy Haskell Legislative Clerk **Breige Graven** Deputy Legislative Clerk

OLD BUSINESS

March 2026 Meetings:

Minutes were taken, typed, copied, recorded, distributed, and indexed for the Legislature and Journal of Proceedings for the following Legislature meetings in March 2026:

- Third Regular Legislature Meeting – March 10, 2026
- Third Special Legislature Meeting – March 19, 2026

The Legislative Clerk attended the following meetings in March 2026:

- Legislative Standing Committee Meetings – March 3 and 5, 2026
 - Legislative Worksessions – March 5 and 19, 2026
- Coroner Cohero Software Administrative Zoom Training – March 6, 2026
 - Finance, Legal & Safety Committee – March 10, 2026
 - Third Regular Legislature Meeting – March 10, 2026
 - Executive Team Meeting – March 12, 2026
 - Coroner Cohero User Zoom Training – March 13, 2026
 - Third Special Legislature Meeting – March 19, 2026
 - Coroner Quarterly Meeting – March 27, 2026

2026 Annual Policy Review and Attestation: Legislative Clerk Haskell reported the 2026 Annual Policy Review and Attestation is on the Neogov platform and was due by March 31, 2026.

2026 Financial Disclosure Statements: Legislative Clerk Haskell reported copies of the Financial Disclosure Statements are in paper format and are due by May 15, 2026.

NEW BUSINESS

Public Hearings: Legislative Clerk Haskell reported there are two (2) public hearings scheduled for April 23, 2026 at 10:00 a.m. and 10:05 a.m. in the Legislative Conference Room with regular Legislative Worksession immediately following:

- **CDBG Microenterprise Program** – Public Hearing will be held at 10:00 a.m. with Economic Development Specialist Casey Yelverton presenting.
- **CDBG Public Facilities Grant Application** – Public Hearing will be held at 10:05 a.m. with Community Development Specialist Marley Norton presenting.

Legislative Clerk Haskell reported a Legislative quorum is required to conduct these public hearings.

Legislative Clerk Conference: Legislative Clerk Haskell reported she will be out of the office May 13-15, 2026 attending the NYS Association of Clerks of County Legislative Boards (NYSACCLB) annual conference in Syracuse, NY.

Office of the Legislative Clerk

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



☎ 607 687 8240 📠 607 687 8232 🌐 www.TiogaCountyNY.gov

Cathy Haskell Legislative Clerk **Breige Graven** Deputy Legislative Clerk

April Legislature Meeting:

- **Prayer, Pledge, Voting:** Legislator Ciotoli will lead us in the prayer, pledge and voting process for the April 14, 2026 Legislature meeting.
- **Proclamations:** There are three (3) proclamations that will just be noted at the April 14, 2026 Legislature meeting:
 - **Fair Housing Month**
 - **Child Abuse Prevention Month**
 - **Mental Health Awareness Month & Mental Health Awareness Week (5/11-5/17/26)**
- **Appointments/Reappointments** – Chair Monell will appoint Legislator Cantella to the following committee:
 - **Binghamton Metropolitan Transportation Study (BMTS) Policy Committee**
- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the April 14, 2026 Legislature meeting.
- **Late-File Resolutions:** Ms. Haskell reported she is unaware of any late resolutions for the April 14, 2026 Legislature meeting at this time.

PERSONNEL

- None.

RESOLUTIONS

- None.

PROCLAMATIONS

- None

ADJOURNMENT - Meeting adjourned at 2:01 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk