



LEGISLATIVE SUPPORT AGENDA

THURSDAY, MAY 7, 2026

MINUTES

- Approval of April 9, 2026 minutes

FINANCIAL

- 2026 Year to Date Budget Report
- 2026 County Auditor Accounts Payable Update
- AP Munis Workflow Rejection Report

OLD BUSINESS

- April 2026 Meetings
- 2026 Annual Financial Disclosure Statements – Due May 15, 2026
- Legislative Clerk Conference – May 13-15, 2026 (Syracuse, NY)

NEW BUSINESS

- May 2026 Legislative Meeting

PERSONNEL

- None

RESOLUTIONS

- None

PROCLAMATIONS

- None

ADJOURNMENT

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.

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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.

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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



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2026 05

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A1010	510010	Full Time	0	302,384	88,774.63	.00	213,609.37	29.4%
A1010	510050	All other(On Call,	0	9,894	3,855.94	.00	6,037.71	39.0%
A1010	520070	Chairs	0	500	192.87	.00	307.13	38.6%
A1010	540010	Advertising	0	700	241.24	70.38	388.38	44.5%
A1010	540180	Dues	0	300	300.00	.00	.00	100.0%
A1010	540210	Garbage Disposal	0	100	.00	.00	100.00	.0%
A1010	540320	Leased/Service Equ	0	1,000	.00	.00	1,000.00	.0%
A1010	540340	Literature	0	595	94.17	.00	500.83	15.8%
A1010	540390	Mileage Expense	0	2,850	1,121.38	1,032.17	696.45	75.6%
A1010	540420	Office Supplies	0	700	178.55	.00	521.45	25.5%
A1010	540480	Postage	0	215	23.18	.00	191.82	10.8%
A1010	540485	Printing/Paper	0	1,250	438.86	119.57	691.57	44.7%
A1010	540520	Recording/Microfil	0	500	475.00	.00	25.00	95.0%
A1010	540640	Supplies (Not offi	0	400	75.00	.00	325.00	18.8%
A1010	540660	Telephone	0	605	29.97	.00	575.03	5.0%
A1010	540732	Training/County Re	0	8,950	1,505.25	.00	7,444.75	16.8%
A1010	581088	State Retirement F	0	44,489	12,766.57	.00	31,722.43	28.7%
A1010	583088	Social Security Fr	0	23,889	6,892.34	.00	16,996.66	28.9%
A1010	584088	Workers Compensati	0	5,634	4,379.68	.00	1,254.32	77.7%
A1010	585588	Disability Insuran	0	270	31.08	.00	238.92	11.5%
A1010	586088	Health Insurance F	0	89,921	36,581.87	.00	53,339.13	40.7%
A1010	588988	Eap Fringe	0	72	55.86	.00	16.14	77.6%
TOTAL General Fund		495,218	0	495,218	158,013.44	1,222.12	335,982.09	32.2%
TOTAL EXPENSES		495,218	0	495,218	158,013.44	1,222.12	335,982.09	

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COUNTY AUDITOR ACCOUNTS PAYABLE UPDATE – APRIL 2026

MONTH/ QUARTER	AP INVOICES	AP INVOICE TOTALS	P-CARD TRANSACTIONS	P-CARD TOTAL
April	896	\$2,512,474.26	222	\$47,651.58