



LEGISLATIVE SUPPORT AGENDA

THURSDAY, OCTOBER 9, 2025

MINUTES

- Approval of September 4, 2025 minutes

FINANCIAL

- 2025 Year to Date Budget Report
- 2025 County Auditor Accounts Payable Update

OLD BUSINESS

- September 2025 Meetings
- Sales Tax Extender (2 Year)
- Local Law No. 2 of 2025 (12 & 13 Yr Old Licensed Hunters)
- Legislative Office Renovations

NEW BUSINESS

- October Legislature Meeting
- Local Law No. C of 2025
- Legislator Service Name Plates
- New Department Head Orientation (CIO) – October 20, 2025
- Eleventh Regular Legislature Meeting – Wednesday, November 12, 2025
- 2026 Tentative Budget Public Hearing – Wednesday, November 12, 2025 – 10:00 a.m.

PERSONNEL

- Deputy Legislative Clerk Vacancy

RESOLUTIONS

- J02 – Set Public Hearing 2026 Budget
- J04 – Schedule Public Hearing Local Law Introductory No. C of 2025

PROCLAMATIONS

- None

EXECUTIVE SESSION

- None

ADJOURNMENT

Office of the Legislative Clerk

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

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Cathy Haskell Legislative Clerk



Legislative Support Minutes

September 4, 2025

1:00 p.m.

ATTENDANCE

Legislators: Legislators Aronstam, Brown, Ciotoli, Flesher, Monell, Roberts, Sauerbrey, and Standinger were present with Legislator Bunce being absent.

Staff: Legislative Clerk Haskell, County Administrator Bailey, Personnel Officer Parke, Commissioner of Public Works Hammond.

Guest: Matt Freeze, Reporter, Morning Times

APPROVAL OF MINUTES

Legislator Monell made the motion, seconded by Legislator Brown to approve the August 7, 2025 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2025 YTD Budget Reports: Legislative Clerk Haskell reported 62.1% utilization noting no issues or concerns and that the utilization percentage is less than last year at this time. Looking ahead, Ms. Haskell reported the training line will reflect additional expenses next month due to the Legislator's attendance at next week's NYSAC Conference.

Ms. Haskell reported she will also be ordering the bronze wall plates for the plaque outside the Hubbard Auditorium for Chair Sauerbrey and Legislator Roberts whose terms will be ending at the end of the year.

County Auditor Accounts Payable Report: Ms. Haskell reported the following accounts payable report for the month of August and YTD 2025. This report is included in today's committee agenda packet.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
August	675	\$1,588,743.02	196	\$41,677.63
YTD	6,151	\$15,494,073.31	1574	\$357,669.25

Ms. Haskell reported she is continuing to reject incorrect invoices, but not to the level where it is problematic. Ms. Haskell has been sending Accounts Payable reminder emails this month to the Department Heads, Deputies & Administrative Assistants, and Procurement staff on proper processes and deadlines.

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OLD BUSINESS

August 2025 Meetings:

Minutes were taken, typed, copied, recorded, distributed and indexed for the Legislature and Journal of Proceedings for the following Legislature meetings in August 2025:

- Eighth Regular Legislature Meeting – August 12, 2025
- Local Law Introductory No. B Public Hearing – August 21, 2025
- Fifth Special Legislature Meeting – August 21, 2025

The Legislative Clerk attended the following meetings in August 2025:

- Deputy Legislative Clerk Interview – August 4, 2025
- Legislative Standing Committee Meetings – August 5 and 7, 2025
 - Legislative Worksessions – August 7 and 21, 2025
 - Finance, Legal & Safety Committee – August 12, 2025
 - Eighth Regular Legislature Meeting – August 12, 2025
 - Executive Committee Meeting – August 14, 2025
- Local Law Introductory No. B of 2025 Public Hearing – August 21, 2025
 - Fifth Special Legislature Meeting – August 21, 2025

Sales Tax Extender (2 Year): Ms. Haskell reported she received email correspondence from our assigned NYS Taxation & Finance counsel on August 26, 2025 that Tioga County could move forward with our adopted resolution and that a waiver was not required. Sales tax extender resolution was sent certified mail on the same day to NYS Taxation & Finance and other required State agencies.

Local Law Introductory No. B of 2025: Ms. Haskell reported this local law authorizes twelve and thirteen-year-old licensed hunters to hunt deer with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter for the fall 2026 hunting season and beyond. This local law is written without a sunset date and contains language that the law will continue beyond the fall 2026 hunting season as long as the State law continues to be extended. The resolution to adopt Local Law No. 2 of 2025 is included in the meeting agenda for Legislature consideration at the September 16, 2025 Legislature meeting. Upon adoption of the local law, Ms. Haskell reported she will send the proper legal notices to the designated newspapers and file with the Department of State and other required State agencies, including New York State DEC.

Ninth Regular Legislature Meeting/2nd Legislative Worksession: Ms. Haskell reminded the Legislature of the date change for the Ninth Regular Legislature Meeting on Tuesday, September 16, 2025 and that the 2nd Legislative Worksession will be at the regular date/time on September 18, 2025 at 10:00 a.m.

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NEW BUSINESS

Employee Recognition Pin Ceremonies and Luncheon: Ms. Haskell distributed information regarding the pin ceremonies being conducted the week of September 15, 2025 at the County Office Building, Public Works, Public Safety Building, and Health & Human Services Building with complimentary lunches available at each site. Ms. Haskell provided each Legislator with their complimentary food truck meal ticket that can be used once at any pin ceremony location. Ms. Haskell reported the Employee Recognition Luncheon will be held on September 25, 2025 at Waterman's Café. Legislators interested in attending the luncheon will need to RSVP and submit their \$20.00 to Christie Farnham, Personnel Office, no later than September 9, 2025.

NYSACCLB Executive Meeting – As a member of the Executive Committee and Chair of the Welcoming Committee of the NYS Association of County Clerks of Legislative Boards, Ms. Haskell reported she will be attending the annual fall Executive meeting in Cooperstown, NY on Friday, September 19, 2025.

September 2025 Legislative Meeting:

- **Prayer, Pledge, Voting:** Legislator Bunce will lead us in the prayer, pledge and voting process for the September 16, 2025 Legislature meeting.
- **Proclamations:** There are three (3) proclamations for the September 16, 2025 Legislature meeting:
 - **Employee Recognition & Appreciation Week** – Employee Recognition Committee Member, Steve Palinosky, will read and present this proclamation to the employees who have attained 25-35 years of service.
 - **National Suicide Prevention Awareness Month in Tioga County** – This proclamation will be noted in the minutes of the September 16, 2025 Legislature meeting.
 - **National Recovery Month in Tioga County** – This proclamation will be noted in the minutes of the September 16, 2025 Legislature meeting.
- **Chair Appointments:** Chair Sauerbrey will be appointing the following Legislators/staff to the following committees:

Commissioner of Social Services Search Committee:

- Legislator Aronstam
- Legislator/Chair Sauerbrey
- Legislator Standing
- County Administrator Bailey
- Personnel Officer Parke
- Commissioner of Social Services Yetter

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Tioga County Public Access Law Library Board of Trustees:

- Legislator Aronstam – 10/1/25 – 9/30/27

- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the September 16, 2025 Legislature meeting.
- **Late-File Resolutions:** Ms. Haskell reported she is unaware of any late-file resolutions at this time.

PERSONNEL

- **Deputy Legislative Clerk Vacancy:** Ms. Haskell reported recruitment is ongoing and additional interviews will be scheduled this month.

RESOLUTIONS

- I05 – Adopt Local Law No. 2 of 2025 – Authorizing twelve (12) and thirteen (13) year old licensed hunters to hunt deer with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter.

PROCLAMATIONS

- None

ADJOURNMENT

Meeting adjourned at 2:36 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

ACCOUNTS FOR: A General Fund			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A1010	510010	Full Time	291,186	0	291,186	197,551.36	.00	93,634.64	67.8%
A1010	510050	All Other(On Call,	9,894	0	9,894	6,083.32	.00	3,810.33	61.5%
A1010	540010	Advertising	700	0	700	280.62	.00	419.38	40.1%
A1010	540140	Contracting Servic	100	-100	0	.00	.00	.00	.0%
A1010	540180	Dues	300	0	300	300.00	.00	.00	100.0%
A1010	540210	Garbage Disposal	0	100	100	.00	.00	100.00	.0%
A1010	540320	Leased/Service Equ	2,100	-500	1,600	1,013.71	.00	586.29	63.4%
A1010	540340	Literature	695	0	695	346.03	.00	348.97	49.8%
A1010	540390	Mileage Expense	3,450	0	3,450	2,186.94	.00	1,263.06	63.4%
A1010	540420	Office Supplies	700	0	700	334.93	.00	365.07	47.8%
A1010	540480	Postage	215	0	215	146.62	.00	68.38	68.2%
A1010	540485	Printing/Paper	150	500	650	223.06	.00	426.94	34.3%
A1010	540520	Recording/Microfil	450	0	450	416.00	.00	34.00	92.4%
A1010	540640	Supplies (Not offi	400	100	500	395.00	.00	105.00	79.0%
A1010	540660	Telephone	955	-100	855	232.86	.00	622.14	27.2%
A1010	540732	Training/County Re	7,950	0	7,950	7,659.40	.00	290.60	96.3%
A1010	581088	State Retirement F	34,691	0	34,691	23,649.99	.00	11,040.69	68.2%
A1010	583088	Social Security Fr	22,497	0	22,497	15,210.28	.00	7,286.72	67.6%
A1010	584088	Workers Compensati	13,145	0	13,145	9,033.44	.00	4,111.56	68.7%
A1010	585588	Disability Insuran	136	0	136	62.03	.00	73.69	45.7%
A1010	586088	Health Insurance F	156,512	0	156,512	120,626.21	.00	35,885.79	77.1%
A1010	588988	Eap Fringe	176	0	176	122.01	.00	53.99	69.3%
TOTAL General Fund			546,401	0	546,401	385,873.81	.00	160,527.24	70.6%
TOTAL EXPENSES			546,401	0	546,401	385,873.81	.00	160,527.24	

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COUNTY AUDITOR ACCOUNTS PAYABLE UPDATE – SEPTEMBER 2025

MONTH/ QUARTER	AP INVOICES	AP INVOICE TOTALS	P-CARD TRANSACTIONS	P-CARD TOTAL
September	682	\$4,273,372.31	233	\$65,895.84
YTD	6,833	\$19,767,445.62	1,807	\$423,565.09

TO BE INTRODUCED

Local Law Filing

New York State Department of State
41 State Street, Albany, NY 12231

County of Tioga

Local Law No. X 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.

REFERRED TO:

FINANCE, LEGAL & SAFETY COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -25

SET PUBLIC HEARING
2026 BUDGET

RESOLVED: That the public hearing on the tentative Tioga County Budget for 2026 be held at 10:00 A.M., Wednesday, November 12, 2025, in the Edward D. Hubbard Auditorium of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, New York 13827.

REFERRED TO:

LEGISLATIVE WORKSESSION

RESOLUTION NO. -25

SCHEDULE PUBLIC HEARING

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

RESOLVED: That a Public Hearing shall be held on Thursday, October 23, 2025 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY 13827 on 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. All persons desiring to present written or oral comments may do so at said time.