

Office of the Legislative Clerk

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Maureen Dougherty Legislative Clerk **Cathy Haskell** Deputy Legislative Clerk

TO: Legislative Support

FROM: Maureen L. Dougherty, Clerk
Tioga County Legislature

DATE: January 11, 2018

SUBJECT: December 2017 monthly report

Below are highlights for *December 2017*.

Motion for approval of minutes of December 7, 2017. Legislator Sullivan made the motion, seconded by Legislator Hollenbeck and the minutes were approved.

The 12th Regular Meeting was held on Tuesday, December 12, 2017 at 6:00 p.m. There was a Sixth Special Meeting held on December 19, 2017 at 10:15 a.m. Minutes were taken, typed, copied, indexed and put on disc for the Legislature and the Journal.

Attended a Building Coordinator meeting on Wednesday, December 13, 2017 at 10:00 a.m.

Sent out annual spreadsheet on Employee Handbook updates.

ATTENDANCE – Eight Legislators were present with Legislator Monell being absent, County Attorney, Personnel Officer, Budget Officer, Legislative Clerk, and Deputy Legislative Clerk.

Guests in attendance: Matt Freeze, Morning Times Reporter