



FINANCE, LEGAL AND SAFETY

JUNE 14, 2022

10:30 a.m.

- APPROVAL OF MINUTES: May 10, 2022
- FINANCIAL
  - Safety and Legal Budgets
- OLD BUSINESS
  - 2020 In Rems
  - Defensive Driving Course
- NEW BUSINESS
  - Safety
    - 56 Main Street Security
    - Workplace Violence Investigations and Incidents
    - Trainings
  - Litigation
  - Ethics Board Meeting
  - Flood Insurance Premium Rebate
- PERSONNEL
  - None
- RESOLUTIONS
  - AUTHORIZING TIOGA COUNTY TO MAKE PURCHASES THROUGH COOPERATIVE CONTRACTS AWARDED PURSUANT TO BEST VALUE CONTRACTING
  - AUTHORIZE SALARY GRADE REALLOCATION; DATA OFFICER (PUBLIC DEFENDER)
  - EXTEND CONTRACT CBH MEDICAL FOR JAIL MEDICAL AND MENTAL HEALTH SERVICES SHERIFF'S OFFICE
  - AUTHORIZE SALE OF COUNTY OWNED PROPERTIES ACQUIRED FOR DELINQUENT TAXES
  - AUTHORIZE PARTICIPATION IN OMNIA PARTNERS COOPERATIVE PURCHASING PROGRAM

- PROCLAMATIONS
  - None
  
- ADJOURNMENT

## FINANCE, LEGAL AND SAFETY COMMITTEE

May 10, 2022

### ATTENDANCE:

Legislators: Chair Sauerbrey, Roberts, Brown, Ciotoli, Standinger, Mullen, Weston, and Hollenbeck

Staff: County Attorney DeWind, Treasurer McFadden, Legislative Clerk Haskell, Deputy Treasurer Chandler, (Secretary to the County Attorney Freyvogel-minutes)

Guests: none

**APPROVAL OF THE MINUTES:** Chair Sauerbrey asked for a motion to approve last month's minutes. Legislator Standinger made the motion, seconded by Legislator Hollenbeck, and unanimously approved by the Legislators.

**FINANCIAL:** Legal and Safety's budgets are tracking well however outside counsel expenses, due to litigation, are continuing and might require a transfer of funds to the Legal Fees line of Legal's budget.

**OLD BUSINESS:** The County has received title from the Court for thirty (30) 2019 In Rem properties. Next month a resolution will be presented to the Legislators to transfer the title from the County to the Treasurer. One property was removed from the 2019 In Rems in relation to the radio project. County Attorney DeWind asked the Legislators to decide if they would like to combine the 2019 and 2020's into one auction or they would prefer to keep them separate.

The FY2020 Critical Infrastructure Grant was submitted. This grant would allow for the purchase of security cameras to enhance and harden the physical protection of the server room and could not have been completed without the assistance of Deputy Director of Emergency Systems Bob Williams and Chief Information Officer Jeremy Loveland. There are some infrastructure weaknesses however the Safety Officer is addressing these concerns to reduce redundancy. Chair Sauerbrey will be scheduling a meeting to address the implementation of recommended safety features to the Ronald E. Dougherty County Office Building.

**NEW BUSINESS:** Safety has had several investigations that are still ongoing.

The transition to Neogov Learn for County trainings is going well. Only thirty-four (34) employees still need to activate their account and over two hundred (200) employees have completed the new one hour defensive driving course. It is important employees activate their accounts due to a majority of mandated trainings migrating to this platform.

Paralegal Kevin Humes has been a tremendous support to Soil and Water's recent wet lands acquisition with the Upper Susquehanna Coalition. This was a complex deal handled in timely manner by Mr. Humes.

The 2020 In Rems currently consist of sixty-six (66) properties. A few of these homeowners are attempting to acquire funding, to pay back taxes, through grants, the Department of Social Services, and charitable organizations. May 2, 2022 was the redemption point however properties are still able to be sold back to the homeowners at this point. Treasurer McFadden informed the Legislators his office has been inundated with phone calls from homeowners, attorneys, and banks in regards to these properties, they have had issues with checks returned due to insufficient funds, and irate homeowners threatening staff. Bankruptcy filings should lower the amount of available properties to around fifty-five (55). Legislator Weston asked if a homeowner used grant funding to pay back taxes would the title stay in the homeowners name or would it be transferred to the County or State. Treasurer McFadden stated some of the grants require you to live in your home for five (5) years. If you sell your home before the five (5) year mark you will be required to pay back the grant. Legislator Mullen asked if there was going to be a one-time redemption policy put in place for this year. County Attorney DeWind stated it was doubtful this policy would be in place for this year's 2019/2020 property auction.

Assigned Counsel Rate Litigation is still ongoing in the NYC region. Discussions are continuing with the potential to have an impact on counties assigned counsel budgets. Assigned counsel rates will likely double once a decision is made and new rates could be implemented as early as this year. Legislator Weston asked for clarification on the rate increase. County Attorney DeWind stated assigned counsel rates have not been adjusted in a significant amount of time which affects the quality of representation you are entitled to. Competitive rates would allow for a larger selection of qualified attorneys.

PERSONNEL: None

RESOLUTIONS: Authorize Contract with Cornell Cooperative Extension for Kitchen Space: The resolution was briefly discussed. The Department of Public Works is making the necessary repairs with an anticipated lease start date of June 1,

2022. This resolution was moved into full Legislative session without further questions.

PROCLAMATIONS: None

ADJOURNMENT: Chair Sauerbrey adjourned the Legal and Safety Committee Meeting at 11:03 a.m.



Tioga County
2022 SAFETY BUDGET REPORT

FOR 2022 07

Table with columns: ORIGINAL APPROP, TRANSFRS/ADJUSTMTS, REVISED BUDGET, YTD ACTUAL, ENCUMBRANCES, AVAILABLE BUDGET, PCT USE/COL. Rows include CI8042 504 Coordinator/Safety and various sub-items like Interest And Earn, Fulltime, Contracting Servi, etc.

\*\* END OF REPORT - Generated by Freyvogel, Christine \*\*



# TIOGA COUNTY, NEW YORK

## Tioga County 2022 LEGAL BUDGET REPORT

FOR 2022 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>A General Fund</b>							
<b>A1420 Law</b>							
A1420 412706 Shared Services-At	-50,079	0	-50,079	-7,683.98	.00	-42,395.02	15.3%*
A1420 510010 Full Time	196,606	0	196,606	75,915.61	.00	120,690.39	38.6%
A1420 520200 Office Equipment	200	0	200	.00	.00	200.00	.0%
A1420 520210 Other Furniture	250	0	250	.00	.00	250.00	.0%
A1420 540010 Advertising	200	0	200	.00	.00	200.00	.0%
A1420 540040 Books	800	0	800	.00	.00	800.00	.0%
A1420 540180 Dues	1,100	0	1,100	823.00	.00	277.00	74.8%
A1420 540320 Leased/Service Equ	400	0	400	.00	.00	400.00	.0%
A1420 540330 Legal Fees	50,000	0	50,000	23,772.55	20,400.00	5,827.45	88.3%
A1420 540390 Mileage Expense	100	0	100	.00	.00	100.00	.0%
A1420 540420 Office Supplies	475	0	475	162.44	.00	312.56	34.2%
A1420 540480 Postage	200	0	200	38.99	.00	161.01	19.5%
A1420 540485 Printing/Paper	100	0	100	.00	.00	100.00	.0%
A1420 540731 Training/State Req	600	0	600	100.00	.00	500.00	16.7%
A1420 581088 State Retirement F	17,918	0	17,918	7,378.25	.00	10,540.17	41.2%
A1420 583088 Social Security Fr	15,182	0	15,182	5,993.53	.00	9,188.65	39.5%
A1420 584088 workers Compensati	3,673	0	3,673	1,616.01	.00	2,057.01	44.0%
A1420 585588 Disability Insuran	204	0	204	86.13	.00	117.45	42.3%
A1420 586088 Health Insurance F	49,507	0	49,507	25,901.92	.00	23,605.46	52.3%
A1420 588988 Eap Fringe	44	0	44	18.48	.00	25.20	42.3%
<b>TOTAL Law</b>	<b>287,480</b>	<b>0</b>	<b>287,480</b>	<b>134,122.93</b>	<b>20,400.00</b>	<b>132,957.33</b>	<b>53.8%</b>
<b>TOTAL General Fund</b>	<b>287,480</b>	<b>0</b>	<b>287,480</b>	<b>134,122.93</b>	<b>20,400.00</b>	<b>132,957.33</b>	<b>53.8%</b>
<b>TOTAL REVENUES</b>	<b>-50,079</b>	<b>0</b>	<b>-50,079</b>	<b>-7,683.98</b>	<b>.00</b>	<b>-42,395.02</b>	
<b>TOTAL EXPENSES</b>	<b>337,559</b>	<b>0</b>	<b>337,559</b>	<b>141,806.91</b>	<b>20,400.00</b>	<b>175,352.35</b>	
<b>GRAND TOTAL</b>	<b>287,480</b>	<b>0</b>	<b>287,480</b>	<b>134,122.93</b>	<b>20,400.00</b>	<b>132,957.33</b>	<b>53.8%</b>

\*\* END OF REPORT - Generated by Freyvogel, Christine \*\*

REFERRED TO:

FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -22

AUTHORIZING TIOGA COUNTY TO MAKE  
PURCHASES THROUGH COOPERATIVE  
CONTRACTS AWARDED PURSUANT TO  
BEST VALUE CONTRACTING

WHEREAS: Local Law No. 4 of the Year 2015, Tioga County Best Value Competitive Bidding Law, authorizes the use of Best Value Award methodology, in the competitive bidding process, for purchase contracts (including contracts for service work (article 9), but excluding any purchase contracts necessary for the completion of a public works contract pursuant to (article 8) of the Labor Law) may be awarded on the basis of low bid or best value, as authorized by Section 103 of the General Municipal Law and as defined in Section 163 of the State Finance Law; and

WHEREAS: Cooperative Contracts and Agreements utilize state of the art procurement resources and solutions that ensure public agencies are receiving the best value for products and services of the highest quality at the lowest prices; and

WHEREAS: Tioga County Departments will be able to reduce the time it takes to independently solicit goods and services and will have the benefit of economies of scale while being compliant with purchasing guidelines; therefore be it

RESOLVED: That Tioga County departments are authorized to make purchases through Cooperative Contracts and Agreements when such contracts and purchases are the Best Value to Tioga County.



REFERRED TO: LEGAL/FINANCE COMMITTEE  
PERSONNEL COMMITTEE

RESOLUTION NO. -22 AUTHORIZE SALARY GRADE  
REALLOCATION; DATA OFFICER  
(PUBLIC DEFENDER)

WHEREAS: Legislative approval is required to reallocate titles within salary grades; and

WHEREAS: The Public Defender has received an additional \$9,000 in Indigent Legal Services grant funds to compensate for duties associated with discovery document retrieval and case management within his department; and

WHEREAS: The Public Defender does not want to increase his headcount by creating another position and would rather assign said duties to the current Data Officer (CSEA SG V, \$30,965-\$31,965), Stacey Reynolds; and

WHEREAS: Upon review by the Personnel Officer, it has been determined that revisions to the current classification of Data Officer are appropriate to reflect the additional work duties performed; and

WHEREAS: Upon review of the existing CSEA salary grades and the respective titles along with the desired qualification for Data Officer, justification exists to reallocate the salary grade for this title; therefore be it

RESOLVED: That the title of Data Officer shall be reallocated to CSEA Salary Grade VII (\$37,904-\$38,904) and that Ms. Reynolds' annual salary shall be increased by \$6,939 effective June 20, 2022.

REFERRED TO:

PUBLIC SAFETY COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -22

EXTEND CONTRACT  
CBH MEDICAL FOR JAIL MEDICAL  
AND MENTAL HEALTH SERVICES  
SHERIFF'S OFFICE

WHEREAS: Resolution 274-20 authorized the execution of an agreement for medical and mental health services for inmates at the Tioga County Jail with the option to renew for three additional one-year terms; and

WHEREAS: This agreement will expire December 31, 2022 and the Sheriff's Office would like to extend it an additional year at a cost not to exceed \$798,060; therefore be it

RESOLVED: That the agreement with CBH Medical to provide comprehensive medical and mental health services for the inmates at the Tioga County Jail be extended for a one-year period beginning January 1, 2023; and be it further

RESOLVED: That the Tioga County Legislature authorizes the execution of this agreement with CBH Medical to provide such services.

REFERRED TO:

FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -22

AUTHORIZE SALE OF COUNTY OWNED  
PROPERTIES ACQUIRED FOR DELINQUENT TAXES

WHEREAS: Tioga County is the owner of numerous properties which it has acquired for delinquent taxes, which are surplus to the County needs; and

WHEREAS: It is the intent of the Tioga County Legislature to place the properties back on the tax rolls; therefore be it

RESOLVED: That the following properties be sold at public auction to be held in the former Treadway Conference Center at 1100 NY-17C, Owego, New York 13827 on August 4, 2022 conducted by Manasse Auctioneers.

Village of Waverly

166.19-3-47.1; James E Goodwin

166.15-1-75; Samuel J King & Stefania Rose King

Town of Barton

155.00-1-10.10; James M Gay, Sr & Carol D Gay

168.00-1-13.40; Peggy S Hazard & Stephen B Hazard

Village of Candor

61.18-1-28; Mark H Brown

Town of Newark Valley

44.00-1-10; Melody A Barnett

75.18-1-84; Yibo Lin

75.18-1-85; Yibo Lin

55.00-1-6.11; Grigoriy Vlasyuk

Town of Nichols

150.00-1-37; Stephen Bailey

Village of Owego

128.08-3-79; Joanne E Ellerson

129.05-4-12; Joanne E Ellerson

129.05-2-26; Vicki L Harrell & Paul Rathke

128.08-3-31; Mary Franzenburg, Casey Sauer & Cody George John Sauer

117.20-2-6; Nichole Stables

117.20-3-42.2; Pauline Sherwood

Town of Owego

153.06-2-14; Leon Anastaskos

142.18-2-15; Jeanette Jansen & Kermit A Jansen

143.13-2-50.1; Thomas J Robinson & Candice VanSchaick

Town of Richford

5.00-1-35.20; Donna Inman

Town of Spencer

92.00-1-22.10; Ralph G Cobb & Eleanor M Cobb

91.00-1-31; Shyrlee A Gardner

59.00-1-39; William R Grenolds

Town of Tioga

106.19-1-20; James Haines & Esther Haines

127.00-1-39; Margaret Henson &/or Sandy Root

158.00-1-23.10; James R Peppard Jr

158.12-1-29; John Weaver

REFERRED TO: ITCS COMMITTEE  
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -22 AUTHORIZE PARTICIPATION IN OMNIA PARTNERS  
COOPERATIVE PURCHASING PROGRAM

WHEREAS: Tioga County is dedicated to the procurement of the right good and services at the right price for the various County departments in a timely manner assuring the prudent and economical use of public monies; and

WHEREAS: Tioga County declares its intention to purchase competitively without prejudice and to seek maximum operational value for every dollar expended; and

WHEREAS: Tioga County's purchasing policy shall be administered in accordance with all ethical rules called for by the County of Tioga and the National Institute of Governmental Purchasing Code of Ethics; and

WHEREAS: OMNIA Partners is a cooperative purchasing organization that is driving excellence in local government purchasing. Its extensive scope of competitively-solicited local government contracts from world-class suppliers streamlines the purchasing process and helps local government agencies achieve their strategic goals; and

WHEREAS: Tioga County purchasing procedures shall be subject to the approval of the Legislature; therefore be it

RESOLVED: That the OMNIA Partners Cooperative Purchasing program satisfies certain purchasing requirements and is hereby authorized for use by all Tioga County departments within the scope of Section VII – Purchasing and Payment Policy of the Tioga County Employee Handbook.