

FINANCE, LEGAL & SAFETY COMMITTEE

July 12, 2022

10:30 a.m.

- APPROVAL OF MINUTES: June 14, 2022

- FINANCIAL

- OLD BUSINESS
 - 2020 In Rems

- NEW BUSINESS
 - 2023 Law Budget
 - 2023 Safety Budget
 - Litigation update
 - ILS Year Five
 - Safety trainings and investigations
 - 2nd Quarter Loss Control Meeting

- PERSONNEL

- RESOLUTIONS
 - AUTHORIZE CONTRACT WITH BURKE GROUP FOR COMPENSATION AND CLASSIFICATION STUDY SERVICES

- PROCLAMATIONS

- ADJOURNMENT

TIOGA COUNTY, NEW YORK

Office of the County Attorney

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

Peter J. DeWind County Attorney ☎ 607 687 8253 📠 607 223 7003 🌐 www.TiogaCountyNY.com



FINANCE, LEGAL & SAFETY

June 14, 2022

ATTENDANCE:

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

Staff: Legislative Clerk Haskell, County Attorney DeWind, Personnel Officer Parke

Guests: None

APPROVAL OF MINUTES: Legislator Monell asked for a motion to approve the May minutes. Legislator Mullen made the motion, seconded by Legislator Brown and was unanimously carried.

FINANCIAL: Legal and Safety's budget continue to track favorably.

OLD BUSINESS: The 2020 In Rems should be filed this week with the intention on combining them with the 2019 In Rem auction scheduled for August 4, 2022 at the Quality Inn.

Over eighty percent (80%) of employees have completed the new one hour Defensive Driving course through NYMIR's free training platform Neogov.

NEW BUSINESS: Security issues are continuing at 56 Main Street with the latest incidents involving a Department of Motor Vehicle (DMV) employee and spillage from a vehicle that necessitated involving the Department of Environmental Conservation (DEC).

Current Workplace Violence Investigations and incidents are being wrapped up by Safety Officer Thorpe however new investigations continue to be reported.

A motion has been filed pertaining to one of the current litigations the County is named in.

The Ethics Board met last Thursday, June 9 at 6:30pm. Tioga County Board members were reviewed for the completion of the 2022 annual policy review attestations and statements of financial disclosures. Noncompliance letters were

completed and signed by Chair Joan Case to be mailed to delinquent board members.

The County has recently received a fourteen thousand seven hundred eighty one dollar (\$14,781USD) check for overpayment of 2021 flood premiums for 56 Main Street.

PERSONNEL: None

RESOLUTIONS: AUTHORIZING TIOGA COUNTY TO MAKE PURCHASES THROUGH COOPERATIVE CONTRACTS AWARDED PURSUANDT TO BEST VALUE CONTRACTING, AUTHORIZE SALARY GRADE REALLOCATION; DATA OFFICER (PUBLIC DEFENDER), EXTEND CONTRACT WITH CBH MEDICAL FOR JAIL MEDICAL AND MENTAL HEALTH SERVICES SHERIFF'S OFFICE, AUTHORIZE SALE OF COUNTY OWNED PROPERTIES AQUIED FOR DELINQUENT TAXES, and AUTHORIZE PARTICIPATION IN OMNIA PARTNERS COOPERATIVE PURCHASING PROGRAM. These resolutions were moved into full Legislative session without further questions.

PROCLAMTIONS: None

EXCUTIVE SESSION: Chair Sauerbrey asked to enter into Executive Session to discuss contract negotiations. Legislator Mullen made the motion and was seconded by Legislator Brown at 10:52am. Chair Sauerbrey, Legislators Roberts, Ciotoli, Standinger, Mullen, Weston, Hollenbeck, Brown, Monell, and Legislative Clerk Haskell were in attendance. Legislator Roberts made the motion to exit Executive Session at 11:08am and was seconded by Legislator Brown.

ADJOURNMENT: The meeting was adjourned at 11:41 am.

Respectfully submitted,

Christine Freyvogel



TIOGA COUNTY, NEW YORK

Tioga County 2022 LEGAL BUDGET REPORT

FOR 2022 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A1420 Law							
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	90,888.61	.00	105,717.39	46.2%
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	27,677.37	17,000.00	5,322.63	89.4%
A1420 540390 Mileage Expense	100	0	100	.00	.00	100.00	.0%
A1420 540420 Office Supplies	475	0	475	245.25	.00	229.75	51.6%
A1420 540480 Postage	200	0	200	38.99	.00	161.01	19.5%
A1420 540485 Printing/Paper	100	0	100	71.42	.00	28.58	71.4%
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	8,719.75	.00	9,198.67	48.7%
A1420 583088 Social Security Fr	15,182	0	15,182	7,074.12	.00	8,108.06	46.6%
A1420 584088 Workers Compensati	3,673	0	3,673	1,909.83	.00	1,763.19	52.0%
A1420 585588 Disability Insuran	204	0	204	101.79	.00	101.79	50.0%
A1420 586088 Health Insurance F	49,507	0	49,507	30,611.36	.00	18,896.02	61.8%
A1420 588988 Eap Fringe	44	0	44	21.84	.00	21.84	50.0%
TOTAL Law	287,480	0	287,480	160,599.35	17,000.00	109,880.91	61.8%
TOTAL General Fund	287,480	0	287,480	160,599.35	17,000.00	109,880.91	61.8%
TOTAL REVENUES	-50,079	0	-50,079	-7,683.98	.00	-42,395.02	
TOTAL EXPENSES	337,559	0	337,559	168,283.33	17,000.00	152,275.93	
GRAND TOTAL	287,480	0	287,480	160,599.35	17,000.00	109,880.91	61.8%

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



Tioga County
2022 SAFETY BUDGET REPORT

Table header with columns: ORIGINAL APPROP, TRANSFRS/ADJUSTMTS, REVISED BUDGET, YTD ACTUAL, ENCUMBRANCES, AVAILABLE BUDGET, PCT USE/COL

CI Liability Insurance Fund

CI8042 504 Coordinator/Safety

Main budget table with columns: Code, Description, Original, Transfers, Revised, YTD Actual, Encumbrances, Available Budget, Pct Use/Col. Includes rows for Interest And Earn, Fulltime, Contracting Servi, etc.

TOTAL 504 Coordinator/Safety 65,215 0 65,215 35,828.89 .00 29,385.89 54.9%

TOTAL Liability Insurance Fund 65,215 0 65,215 35,828.89 .00 29,385.89 54.9%

TOTAL REVENUES 0 0 0 -2.87 .00 2.87

TOTAL EXPENSES 65,215 0 65,215 35,831.76 .00 29,383.02

GRAND TOTAL 65,215 0 65,215 35,828.89 .00 29,385.89 54.9%

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

REFERRED TO:

PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -22

AUTHORIZE CONTRACT WITH THE
BURKE GROUP FOR COMPENSATION AND
CLASSIFICATION STUDY SERVICES

WHEREAS: Tioga County issued a Request for Proposal (RFP) for the purpose of selecting a qualified firm to review and update its compensation and job classifications for all salaried Management/Confidential employees; and

WHEREAS: The selected firm is expected to perform analysis of current job classifications, salary, and benefits structure relative to comparable positions in comparable organizations as well as internal comparison; and

WHEREAS: Three companies submitted proposals which were reviewed and narrowed down to two companies; and

WHEREAS: The sub-committee recommends the Burke Group proposal for a cost not to exceed \$9000.00; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a contract with Burke Group, subject to review by the County Attorney, to conduct a Classification and Compensation Study for all salaried Management/Confidential employees; and be it further

RESOLVED: That the cost of this contract will be paid out of A1430.540140.