



## **Tioga County Worksession Minutes** **November 10, 2022 – 1:00 p.m.**

### **Legislators Present:**

Legislator Brown  
Legislator Ciotoli  
Legislator Monell  
Legislator Mullen  
Legislator Roberts  
Chair/Legislator Sauerbrey  
Legislator Standinger  
Legislator Weston

### **Legislators Absent:**

Legislator Hollenbeck

### **Guests:**

None

### **Staff Present:**

Peter DeWind, County Attorney  
Cathy Haskell, Legislative Clerk  
Amy Eiklor, Deputy Legislative Clerk  
Jackson Bailey, Budget Officer  
Linda Parke, Personnel Officer  
Stephanie Jerzak, Chief Accountant  
Laura Schurter, Accountant  
Gary Howard, Sheriff (*Arrived at 1:48 p.m.*)

**Call Meeting to Order:** Chair Sauerbrey opened the meeting at 1:01 p.m.

**2023 Budget Discussion – Budget Officer Bailey:** Budget Officer, Jackson Bailey, reported the 2023 Budget is in the final stage. Mr. Bailey gave his budget presentation and reported the following:

- Tioga County remains under the Tax Cap of 2.44% - the 11<sup>th</sup> consecutive year the County has remained under the Tax Cap
- Tioga County is in compliance with its Fund Balance Policy
- All 2022 programs will be continued in 2023
- Mandated Services make up about 96% of the Total Tax Levy

Mr. Bailey will present the 2023 Tentative Budget at the Public Hearing on Tuesday, November 15, 2022 at 10:00 a.m.

**56 Main Street Security Update:** Chair Sauerbrey reported card readers have been installed at 56 Main Street. Locking and unlocking of doors is now electronically controlled. Employees have key fobs and are able to swipe their card to gain access to the building. Upgraded security cameras have been ordered and additional locations for camera placement have been identified. Chair Sauerbrey stated a magnetometer will be purchased, should the resolution pass. Tioga County is in the process of researching security guard services for the front entrance of 56 Main Street. Chair Sauerbrey stated security guard services for 56 Main Street is estimated to cost \$140,000 per year. Chair Sauerbrey explained Tioga County has enough ARPA funds to cover the guard services for two years. After two years, Chair Sauerbrey suggested using Tioga Downs Casino funds to cover the cost.

Legislator Roberts inquired who would monitor the security cameras. Chair Sauerbrey replied that the security guards will have live view access to the cameras at their guard station. Tioga County's IT Department will also have access to the footage as well as control the door schedule. It was also mentioned that the security feed could be transmitted to the Sheriff's Office for further monitoring.

On a straw poll vote, Legislators Brown, Ciotoli, Mullen, Weston, Roberts, and Chair Sauerbrey agreed to move forward with exploring security guard services, with Legislators Monell and Standinger voting no. Legislator Hollenbeck was absent. The matter will be researched further, and Chair Sauerbrey will keep the Legislature apprised of any updates.

**Approval of Worksession Minutes:** On motion of Legislator Standinger, seconded by Legislator Ciotoli, the October 20, 2022 minutes were unanimously approved.

**Action Items:** Currently we have none.

**Legislative Support:** Legislative Clerk Haskell asked for approval of the October 6, 2022 Legislative Support committee minutes. On motion of Legislator Standinger, seconded by Legislator Mullen and unanimously carried, the minutes were approved.

Legislative Clerk Haskell reported the following:

- The Legislative Office has expended 77.3% of their budget to date.
- Ms. Haskell graduated from the Leadership Tioga program yesterday. She thanked the Legislature for the opportunity to attend this year's program.
- The required cybersecurity training needs to be completed by November 18, 2022.
- The required annual safety trainings need to be completed by December 9, 2022.
- The Tentative Budget Public Hearing for 2023 will take place on Tuesday, November 15<sup>th</sup> at 10:00 a.m. in the Hubbard Auditorium.

- 2023 Flex Spending Enrollment is open, and paperwork must be submitted to Benefits Manager Poff by December 2, 2022.

Ms. Haskell reported the January Organizational Meeting is typically held the first working day following the New Year holiday. In 2023, the first working day in January is the same day as Legislative Committees, January 3. Ms. Haskell proposed holding the Organizational Meeting at 9:00 a.m. on Tuesday, January 3, 2023 and moving the start time of Legislative Committees to 9:30 a.m. There were no objections to the proposal.

**Resolutions:** Ms. Haskell reviewed the agenda and resolutions for the November 15, 2022 Legislature meeting with discussion occurring on the following:

- ***Authorization to Payoff Interim Financing Associated with Village of Nichols USDA Grant:*** Ms. Haskell reported this resolution was revised at the ED&P Committee to include an additional "Resolved" statement. Should the Village of Nichols close on the USDA grant prior to the County issuing payment, the resolution will be deemed invalid.
- ***Accept the Burke Group Classification and Compensation Study Recommendations:*** Legislator Monell asked for clarification on those identified in the study since more than one individual can hold the same title. He questioned if it was 21 titles or 21 individuals. Personnel Officer Parke replied 21 titles were identified, which equates to 21 individuals.

**Other:** Currently, we have none.

**Executive Session:** Eight Legislators were in attendance. Legislative Clerk Haskell, Personnel Officer Parke, Sheriff Howard and County Attorney DeWind remained in attendance. Motion by Legislator Roberts, seconded by Legislator Brown, to move into Executive Session to discuss contract negotiations at 2:00 p.m. Motion carried. Motion by Legislator Monell to adjourn, seconded by Legislator Brown. Executive Session adjourned at 2:41 p.m.

Meeting adjourned at 2:41 p.m.

Next Worksession scheduled for Thursday, November 22, 2022, at 10:00 a.m.

Respectfully submitted,

*Amy Eiklor*

Deputy Legislative Clerk