



## Legislative Support Minutes

June 4, 2020

**Legislator Attendance:** All Legislators attended with Legislators Monell and Sullivan attending via Zoom phone conference.

**Staff Attendance:** Legislative Clerk Haskell, County Attorney DeWind, Budget Officer Bailey (Zoom phone conference), Personnel Officer O'Rourke, County Attorney Secretary Stephens, and ITCS Deputy Director Griffin attended.

**Guest Attendance:** Matt Freeze, Morning Times (Zoom phone conference).

### MINUTES - Approval of March 5, 2020 Legislative Support Minutes:

Legislator Hollenbeck made the motion, seconded by Legislator Balliet to approve the March 5, 2020 Legislative Support minutes, as written. Motion carried.

**\*NOTE: In light of the COVID-19 pandemic, the April and May committee meetings were cancelled and status reports were emailed each month to the Legislature.**

### FINANCIAL – YTD Budget and Fringe Reports:

Financial reports for May 2020 emailed to all Legislators. Ms. Haskell reported there were no issues of concerns.

### OLD BUSINESS:

- **May Legislative Meetings** - Minutes were taken, typed, copied, indexed, and put on disc for the Legislature and Journal of Proceedings for the following meetings:

- Fifth Regular Legislative Meeting – Tuesday, May 12, 2020.

- **Sales Tax Extender Bill Resolution –**

The Governor enacted one omnibus Bill imposing the additional one percent of sales and compensating use taxes for a period of three years in the State's 2021 Budget.

A draft resolution was prepared and sent to our County's assigned NYS Taxation & Finance attorney to review. Comments and input reviewed by County Attorney DeWind and final resolution is included in the meeting packet for Legislature consideration at the June 9, 2020 Legislature meeting.

Upon adoption of the resolution, a scanned copy will be emailed to our County's assigned NYS Taxation & Finance attorney to facilitate the Tax Department's administrative tasks. In addition, certified copies will be mailed to the NYS Taxation & Finance Department, NYS Secretary of State, NY State Comptroller, and the Tioga County Clerk well in advance of the established deadline of September 2, 2020.

- **Board of Ethics Vacancy** – Board of Ethics has one vacancy as of March 31, 2020. The Legislature is responsible for filling this position. The individual that vacated this board seat was from Candor, NY (District #7).

# Office of the Legislative Clerk



- **Annual Review of County Policies & Financial Disclosures** – The annual review of policies and completion of attestation form on the County's Intranet was originally due by 3/31/2020 and the original date for financial disclosure submission was 5/15/20, however, Chair Sauerbrey issued Local Emergency Order No. 2 extending the deadline for both to June 1, 2020.

As of June 4, 2020, five Legislators need to complete the annual review of policies/attestation form, which has to be done on the computer in Legislative Office and three Legislators need to submit their Financial Disclosure Forms.

## **NEW BUSINESS:**

- **Chairwoman Sauerbrey's Weekly Press Conferences** - Attended the May 6<sup>th</sup>, 13<sup>th</sup>, and 20<sup>th</sup> press conferences. Chair Sauerbrey has discontinued the weekly press conferences with the understanding these can be resumed, as necessary.
- **Leaders Meeting** – Attended the May 28, 2020 meeting.
- **June Legislative Meeting** - Meeting agenda and all resolutions for the Sixth Regular Legislature meeting were reviewed with the Legislature at the June 4, 2020 Legislative Worksession.

The Sixth Regular Legislature Meeting will be on Tuesday, June 9, 2020, at 6:00 p.m. with Finance/Legal Committee meeting at 4:30 p.m. for Legislators and staff only. Public attendance will be available through Zoom.

Legislator Standinger will lead us in the prayer, pledge and start the voting process.

There is one Recognition Resolution for the June 9, 2020 Legislature meeting that will just be noted in the minutes. A plaque has been ordered and the Department of Social Services will present the resolution and plaque to their employee who retires as of June 30, 2020.

- **Recognize Linda M. Myers 30 Years of Dedicated Service to Department of Social Services**
- **Ag District Review Public Hearings** – ED&P is currently involved with two 8-Year Ag District Reviews (Owego/Nichols and Spencer/Candor/Tioga/Barton) that require public hearings, a quorum of the Legislature, and the Legislative Clerk to take minutes. The intent is to hold the public hearings in the Towns of Candor and Owego during the last week of July (7/27-7/31) and last full week of August (8/24-8/28). Three Legislators expressed their availability with one noting he is unavailable on Fridays. Follow-up discussion will occur with ED&P for scheduling purposes.

## **PERSONNEL:**

- **Deputy Legislative Clerk Position** – In light of the 2020 Legislative budget directive for Departments to cut expenses up to 10% and the fact that future budget cut directives

# Office of the Legislative Clerk

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**Cathy Haskell** Legislative Clerk

are unknown at this time, the decision has been made to forego backfilling this position for the remainder of 2020. However, the topic of employee sharing has been addressed in a recent Leaders Meeting and some discussion has already occurred with Department Heads at 56 Main Street to cover the Legislative Office in my absence.

Ms. Haskell reported she would like the position to remain in the 2021 budget for possible funding consideration.

Respectfully submitted,

*Cathy Haskell*

Legislative Clerk