

ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS

Tuesday, June 7, 2022

10:30 a.m.

AGENDA

APPROVAL OF MINUTES

FINANCIAL

- YTD Budget Report attached

OLD BUSINESS

- See May Minutes
- School election support successful

NEW BUSINESS

- Voter registration software upgrade - beta
- Election inspector assignments for June Primary
- New absentee procedure in progress
- Re-redistricting applied
- August 23 Primary and Special Election
- Desperation for more space

PERSONNEL

- Resignation and appointment of Democratic Election Worker PT
- Resignation of both Republican Election Workers (PT)

RESOLUTIONS

- APPOINTMENT OF ELECTION WORKER PT

PROCLAMATIONS – none

ADJOURNMENT

ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS

Tuesday, May 3, 2022

10:30 a.m.

MINUTES

ATTENDANCE:

Legislators Brown, Ciotoli, Hollenbeck, Standinger, and Sauerbrey
Commissioner Wahls, Commissioner Layman
Guests: Cathy Haskell

APPROVAL OF MINUTES

Motion by E. Hollenbeck, second by W. Brown, all in favor, carried.

FINANCIAL

YTD Budget Report was reviewed.

OLD BUSINESS

See April Minutes.

New election inspectors were trained on April 19 and 21 – gained ~20 new inspectors.

School Elections to be held on May 17 for Candor CSD, Waverly CSD and Owego-Apalachin CSD

NEW BUSINESS

Voting booths received from Schenectady County all say "Schenectady County Board of Elections." A graphics vendor was selected for applying stickers with Tioga County information to cover up old stickers – more cost/time effective than removing the old stickers.

New Election supply bags, and secure absentee and affidavit transport pouches were ordered and will arrive before June Primary.

We will have a countywide Primary for 3 parties - Democrat, Republican, and Conservative - with Military ballots being sent by May 13th.

Redistricting Rulings will be announced and then possible redistricting will be completed for the second time. This may create a second primary for Congress and State Senate in August.

PERSONNEL

We are now fully staffed in the main office. A resolution was presented to hire drivers for voting machine transport.

RESOLUTIONS

- APPOINTMENT OF BOARD OF ELECTIONS DRIVERS PT

Meeting adjourned.

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 05

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A1450 Elections							
A1450 412910 Election Fees	-3,000	0	-3,000	-206.60	.00	-2,793.40	6.9%*
A1450 422800 CTCL Grants -Non St	0	0	0	-.01	.00	.01	100.0%
A1450 510010 Full Time	183,968	0	183,968	75,210.87	.00	108,757.13	40.9%
A1450 510020 Part Time/Temporar	127,206	0	127,206	15,097.33	.00	112,108.67	11.9%
A1450 520090 Computer	2,000	0	2,000	.00	.00	2,000.00	.0%
A1450 520130 Equipment (Not Car	5,000	0	5,000	129.95	.00	4,870.05	2.6%
A1450 530551 Maintenance in Lie	27,223	0	27,223	6,755.91	.00	20,467.09	24.8%
A1450 540010 Advertising	2,000	0	2,000	.00	.00	2,000.00	.0%
A1450 540143 Election Inspector	100,000	0	100,000	.00	.00	100,000.00	.0%
A1450 540320 Leased/Service Equ	5,500	0	5,500	487.32	.00	5,012.68	8.9%
A1450 540390 Mileage Expense	600	0	600	254.60	.00	345.40	42.4%
A1450 540420 Office Supplies	3,000	0	3,000	254.22	.00	2,745.78	8.5%
A1450 540480 Postage	18,000	0	18,000	5,229.14	.00	12,770.86	29.1%
A1450 540485 Printing/Paper	1,500	0	1,500	.00	.00	1,500.00	.0%
A1450 540490 Election Expense	40,500	0	40,500	8,024.04	.00	32,475.96	19.8%
A1450 540550 Rent	3,000	0	3,000	.00	.00	3,000.00	.0%
A1450 540560 Repairs	0	0	0	-1,274.84	.00	1,274.84	100.0%
A1450 540620 Software Expense	63,700	0	63,700	48,370.00	.00	15,330.00	75.9%
A1450 540733 Training/All Other	9,000	0	9,000	4,060.11	.00	4,939.89	45.1%
A1450 581088 State Retirement F	20,662	0	20,662	11,028.87	.00	9,633.33	53.4%
A1450 583088 Social Security Fr	17,882	0	17,882	6,963.79	.00	10,918.37	38.9%
A1450 584088 Workers Compensation	7,347	0	7,347	3,280.99	.00	4,066.71	44.7%
A1450 585588 Disability Insuran	271	0	271	101.79	.00	169.65	37.5%
A1450 586088 Health Insurance F	75,034	0	75,034	29,981.58	.00	45,052.30	40.0%
A1450 588988 Eap Fringe	88	0	88	37.52	.00	50.28	42.7%
TOTAL Elections	710,481	0	710,481	213,786.58	.00	496,694.60	30.1%
TOTAL General Fund	710,481	0	710,481	213,786.58	.00	496,694.60	30.1%
TOTAL REVENUES	-3,000	0	-3,000	-206.61	.00	-2,793.39	
TOTAL EXPENSES	713,481	0	713,481	213,993.19	.00	499,487.99	



TIOGA COUNTY, NEW YORK

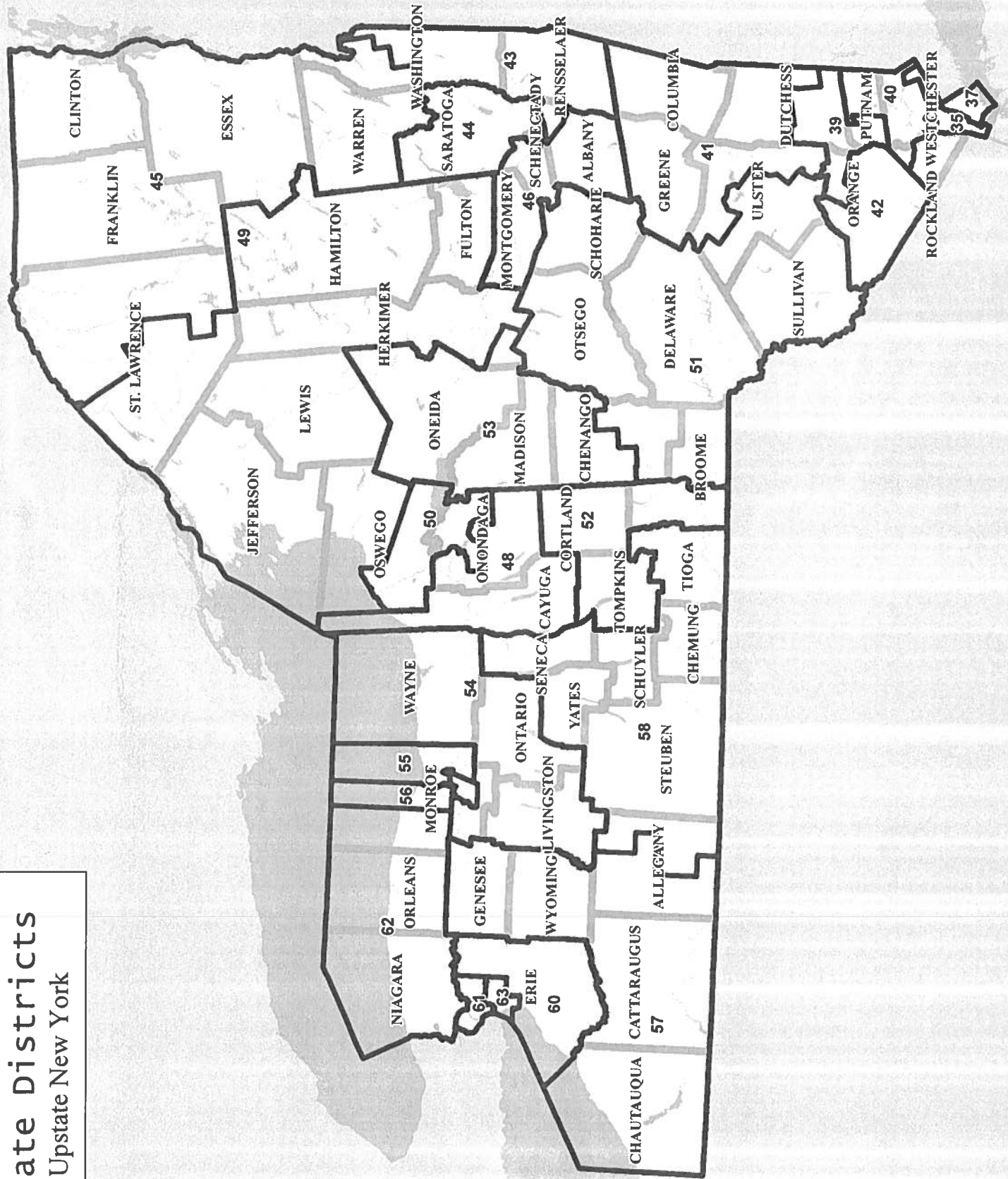
Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2022 05

	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	710,481	0	710,481	213,786.58	.00	496,694.60	30.1%

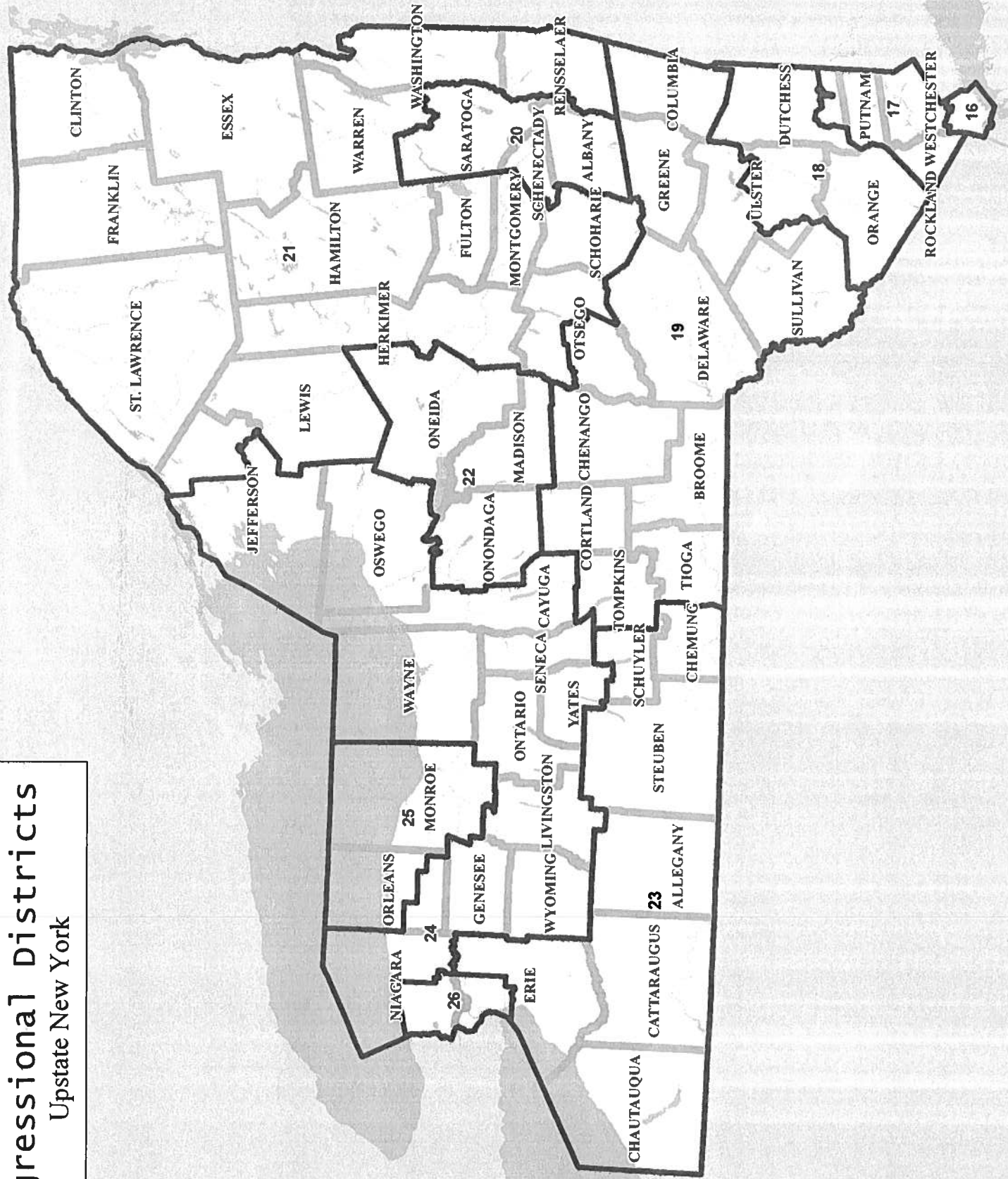
** END OF REPORT - Generated by Wahls, James **

Senate Districts Upstate New York



Congressional Districts

Upstate New York



REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. --22 APPOINTMENT OF PART-TIME ELECTION WORKER
(DEMOCRATIC)

WHEREAS: Legislative approval is required for any appointment to any position not covered by a collective bargaining agreement or part of the management/confidential listing; and

WHEREAS: A position of Election Worker (Part-Time, Democratic) was vacated on May 16, 2022 due to resignation; and

WHEREAS: Authorization to backfill the vacancy was approved on May 19, 2022; and

WHEREAS: The Democratic Election Commissioner has selected a candidate to fill said vacancy; therefore be it

RESOLVED: That Sue Smith-Heavenrich shall be appointed as an Election Worker (PT) effective June 22, 2022, at the rate of \$13.85/hr.
