



Legislative Support Minutes

April 7, 2022

1:00 p.m.

ATTENDANCE

Legislators: Legislators Brown, Ciotoli, Hollenbeck, Monell, Mullen, Roberts, Sauerbrey, and Standinger were present with Legislator Weston being absent.

Staff: Legislative Clerk Haskell, Deputy Legislative Clerk Eiklor, County Attorney DeWind, Probation Director Cain, and Planning Director Jardine

Guests: None

APPROVAL OF MINUTES

Legislator Monell made the motion, seconded by Legislator Standinger to approve the March 10, 2022 Legislative Support minutes, as written. Motion carried.

FINANCIAL

The 2022 YTD Budget Report was emailed to all Legislators prior to this meeting and is included in today's committee agenda packet. Ms. Haskell reported it is early in the year, therefore, nothing of note to report at this time.

OLD BUSINESS

Local Law No. 3 of 2022: The Local Law was adopted on March 15, 2022 and mailed to all State entities. In addition, the Legislative Clerk prepared and mailed a letter to all known telephonic communication carriers along with a copy of the fully executed Local Law and certified resolution providing the required 45-day written notification before the June 1, 2022 enactment/collection date. NYS Taxation and Finance Commissioner requested a waiver reducing the minimum 90-day notice requirement to a period of not less than 30 days to allow the enactment to be effective June 1, 2022, which County Attorney DeWind filed and correspondence was received granting this request.

March 2022 Meetings:

Minutes were taken, typed, copied, indexed, and put on disc for the Legislature and Journal of Proceedings for the following Legislature meetings in March 2022:

- Third Regular Legislature Meeting – March 15, 2022
- Public Hearings: CDBG Projects; Racker and Tioga Opportunities, Inc. – March 24, 2022
- Fourth Special Legislature Meeting – March 24, 2022

The Legislative Clerk attended the following meetings in March 2022:

- Purchasing Officer Meeting – March 1, 2022
- Legislator Orientation – March 2, 2022
- Legislative Standing Committees – March 8 and 10, 2022

Office of the Legislative Clerk

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



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Cathy Haskell Legislative Clerk **Amy Eiklor** Deputy Legislative Clerk

- Legislative Worksessions – March 10 and 24, 2022
- Finance/Legal Committee Meeting – March 15, 2022
- Third Regular Legislature Meeting – March 15, 2022
- Leadership Tioga Zoom Call with COG & Senator Akshar – March 17, 2022
- Leaders Meeting – March 22, 2022
- 56 Main Street Building Security Meeting – March 22, 2022
- Public Hearings: CDBG Projects; Racker & Tioga Opportunities, Inc. – March 24, 2022
- Fourth Special Legislature Meeting – March 24, 2022

Financial Disclosures:

Currently, there are four (4) Legislators who still need to submit their financial disclosures to the Law Department by the May 15, 2022 deadline.

NEW BUSINESS

April 2022 Legislative Meeting - The Fourth Regular Legislature meeting will be held on Tuesday, April 12, 2022, at 12:00 p.m. with Finance/Legal Committee meeting just prior at 10:30 a.m. Legislator Hollenbeck will lead the Legislature in the prayer, pledge, and voting process.

There are two (2) proclamations; **Tioga County Council on the Arts 50th Anniversary**, which Legislator Roberts will read and present to Executive Director Christine Di Stefano and **Child Abuse Prevention Month** that will just be noted in the minutes, as this has been read and presented in year's past.

There are no recognition resolutions this month.

Chair Sauerbrey will be presenting the State of the County Address at this meeting.

All resolutions presented by the Department's at their respective Legislative Standing Committees were reviewed for Legislature consideration.

2020 Strategic Plan Goals – At the March 24, 2022 Legislative Worksession, ED&P Director Tinney discussed the 2020 Strategic Plan that was prepared in 2016 and the need to update. As part of this discussion, she is asking every Department Head to review their goals and assess the percentage complete. The Legislative Clerk's goals outlined in this plan all pertained to the implementation of the new MUNIS financial system, therefore, are fully completed. Ms. Haskell relayed this information to the ED&P Department, as requested.

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PERSONNEL

NYS Association of Clerks of County Legislative Boards Conference – Ms. Haskell will be attending the Legislative Clerks Conference in Cattaraugus County on May 18-19, 2022. Ms. Haskell reported she is currently participating in the Certified Legislative Board Clerk program, which is a continuing education program offered at the annual conferences.

RESOLUTIONS

N/A

PROCLAMATIONS

N/A

EXECUTIVE SESSION

N/A

ADJOURNMENT

Legislator Mullen motioned to adjourn at 2:02 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk