



Tioga County Legislative Worksession Minutes **July 19, 2018 – 10:00 a.m.**

Legislators Present:

Legislator Hollenbeck
Legislator Monell (*arrived @10:08 a.m.*)
Legislator Mullen
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standinger (*arrived @10:12 a.m.*)
Legislator Weston

Legislators Absent:

Legislator Huttleston
Legislator Sullivan

Guests:

Matt Freeze, Reporter, Morning Times

Staff Present:

County Attorney Peter DeWind (*arrived @10:09 a.m.*)
Legislative Clerk Maureen Dougherty
Deputy Legislative Clerk Cathy Haskell
Chief Accountant/Budget Officer Rita Hollenbeck
Civil Service Administrator Linn Bruce
Sheriff Gary Howard

Call Meeting to Order –

Chair Sauerbrey called the meeting to order at 10:03 a.m.

Department Head Evaluations –

Chair Sauerbrey reminded the Legislators that Department Head evaluations are upon us and part of this process is the expectation, as well as policy, of conducting a face-to-face meeting with the Department Head to review the evaluation. Chair Sauerbrey reported if Legislators are not interested in doing this or are unavailable, evaluations can be given to her and she will meet with the Department Heads on their behalf.

Captain's Position (Sheriff's Office) -

Based on the discussion of naming specific individuals, Chair Sauerbrey reported this topic would be moved to Executive Session.

Shared Services Plan Presentation -

Chair Sauerbrey distributed copies of the 2018 Initial Shared Services Plan to the Legislature. Chair Sauerbrey reported this is part of the State required process of the Shared Services Plan, which began last year. At the beginning of January 2018, the Shared Services Panel started out with seven items for Plan consideration and in March 2018 the Panel tabled discussion on all but one idea, which is the IT Shared Services. Chair Sauerbrey reported she conducted three public hearings in May: Town of Barton, Village of Owego, and Town of Candor. These public hearings allowed for public comment, as well as a question/answer session. Chair Sauerbrey reported no new ideas were presented from the public.

Chair Sauerbrey reported today's presentation of the Plan to the Legislature requires no action on their part other than allowing the opportunity to make additional comments for consideration by the Shared Services Panel at the August 29, 2018 meeting. Chair Sauerbrey reported following the Shared Services meeting, she would complete and submit the document to the State of New York by the September 15, 2018 established deadline. This document will identify our Plan and calculated cost-savings.

Prior to this meeting, Chair Sauerbrey reported she received an email from IT Director Camin regarding the following preliminary calculations:

- Tioga County will have an increase of \$40,000 in revenues from the towns and villages for IT services.
- Town of Owego will have a cost reduction of \$30,000 annually in IT spending.
- Village of Waverly will have a cost reduction of approximately \$25,000 annually in IT spending.
- Town of Barton will be equal or possibly have a slight cost reduction.
- Village of Nichols is interested in paying to participate in this Plan. This will be an increase for them, however, they will gain the security, services, and support they currently do not have.

Chair Sauerbrey reported the above-referenced municipalities are the ones ready for Plan participation at this time, however, this does not preclude other municipalities from being added in this multi-phase effort based on available connectivity and their desire to participate.

Chair Sauerbrey asked if the Legislators had any specific comments for Plan consideration.

Legislator Mullen reported this Plan is a good idea for all.

No other comments were given for Plan consideration at this time.

Approval of Worksession Minutes – July 5, 2018:

Legislator Roberts motioned to approve the July 5, 2018 Legislative Worksession minutes as written, seconded by Legislator Mullen with Legislators Hollenbeck, Monell, Mullen, Roberts, Sauerbrey, Standinger, and Weston voting yes with Legislators Huttleston and Sullivan being absent. Motion carried.

Action Items:

ACTION ITEMS FROM JUNE 7, 2018:

ACTION ITEM #2– 6/7/18 – Property Demolition Committee –

Response Letter to Village of Waverly Mayor: County Attorney DeWind reported the reply letter to the Village of Waverly Mayor has been amended and sent. Chair Sauerbrey reported the letter identified this as an on-going process and expressed appreciation for their communication with the County. Chair Sauerbrey reported this part of the action item is completed. **This part of the action item has been completed and will be removed from the Action Item List.**

Property Demolition Committee Recommendation to Legislature: Chair Sauerbrey reported this part of the action item would remain, as there is unfinished business in regards to the Property Demolition Committee recommendation to the Legislature. Chair Sauerbrey reported Legislator Sullivan has provided Legislator Weston with specific data regarding property demolition costs. The Legislative Office printed the email/attachments and delivered to Legislator Weston on this date. Legislator Weston will review the data and proceed with committee discussion. **This action item will be carried forward from the July 19, 2018 Worksession.**

Legislator Roberts cautioned the Legislature from promotion of Public Works services, as they do not have the work force to assist with property demolitions.

Other:

No topics for discussion under this subject heading.

Executive Session:

Motion by Legislator Hollenbeck, seconded by Legislator Standinger to move into Executive Session to discuss an individual personnel and financial matters. Motion carried to go into Executive Session at 10:15 a.m. with County Attorney DeWind, Civil Service Administrator Bruce, Sheriff Howard, and Chief Accountant/Budget Officer Hollenbeck remaining in attendance. Executive Session adjourned at 10:59 a.m.

Meeting adjourned at 10:59 a.m.

Next worksession scheduled for Thursday, August 9, 2018 at 1:00 p.m.

Respectfully submitted by,

Cathy Haskell

Deputy Legislative Clerk