

Countywide-Shared Services Meeting
Tioga County Mayors and Supervisors
Tioga Co. Sheriff's Office – Multipurpose Room
August 11, 2021
5:00 p.m.

Panel Attendees:

Stuart Yetter, Jr., Supervisor, Town of Newark Valley
Jim Tornatore, Mayor, Village of Newark Valley
Lesley Pelotte, Mayor, Village of Nichols
Mike Baratta, Mayor, Village of Owego
Charles Davis, Supervisor, Town of Richford
Lewis Zorn, Supervisor, Town of Tioga
Patrick Ayres, Mayor, Village of Waverly
Martha Sauerbrey, Chairwoman, Tioga County Legislature

Absent:

Barbara Crannell, Deputy Supervisor, Town of Nichols
Don Castellucci, Supervisor, Town of Owego
Al Fulkerson, Supervisor, Town of Spencer
Donald Foster, Acting Supervisor, Town of Barton
Keith Flesher, Supervisor, Town of Berkshire
William Strosahl, Supervisor, Town of Candor
Eric Halstead, Mayor, Village of Candor
Kevin Engelbert, Supervisor, Town of Nichols
Gilbert Knapp, Mayor, Village of Spencer

County Staff:

Cathy Haskell, Legislative Clerk
Peter DeWind, County Attorney
Drew Griffin, ITCS Deputy Director

Guests:

None

Welcome & Introductions:

Chair Sauerbrey opened the meeting at 5:00 p.m. Chair Sauerbrey welcomed and thanked everyone for participating tonight.

Update - Chair Sauerbrey:

Chair Sauerbrey reported this is the second Shared Services Meeting of 2021. Chair Sauerbrey reported neither the County nor the State is currently operating under a State of Emergency although we are all still heavily dealing with COVID-19, therefore, we are now commencing in-person meetings rather than Zoom meetings. Chair Sauerbrey reported the State requires the Countywide Shared Services Panel to conduct a minimum of two meetings and three public hearings prior to submitting an approved 2021 Plan to the Department of State. Depending on the outcome of tonight's meeting, the public hearings can be waived if we are not creating a new plan or modifying our existing plan.

ITCS Update – Deputy Director Griffin:

ITCS Deputy Director Griffin was in attendance to provide an update on the IT Shared Services, as identified in our current Plan.

Shared Services Plant Update/Facility Updates: Mr. Griffin reported three of the four entities we planned to bring on to the County network are now complete with the Village of Nichols remaining. In regards to the Village of Nichols, Mayor Pelotte reported this would be a single home office for both her and the Village of Nichols Treasurer. In addition, Mayor Pelotte would also like to discuss the possibility of security camera installation. Further discussion to occur between the Tioga County ITCS Department and Village of Nichols regarding costs and deployment. Mr. Griffin reported the ITCS Department has been receiving positive feedback on the services provided to the municipalities.

- ✓ **Village of Waverly:** Fully migrated into the County network. However, currently in the process of working with the ITCS Department for installation of security cameras to all municipal buildings. Mr. Griffin reported the cameras are currently on backorder.
- ✓ **Town of Barton:** Fully migrated into the County network.
- ✓ **Town of Owego:** Mr. Griffin reported the Town of Owego facility is progressing and they are waiting on the elevator work to be completed. Mr. Griffin reported the Town of Owego anticipates taking occupancy in the next couple of weeks. Live network is installed and recently the Board of Elections conducted one of the elections at this facility.
- ✓ **Village of Nichols:** Mr. Griffin reported this is the last of the four initial municipalities waiting for implementation. Mayor Pelotte reported this would be a single home office for both her and the Village of Nichols Treasurer. In addition, Mayor Pelotte would like to discuss the possibility of security camera installation for their municipal park.

Local Efficiency Grant Update: Mr. Griffin reported the Local Government Efficiency Grant (LGE) was submitted in July with anticipated award announcement by the first part of December. As noted in previous minutes, the grant funding pays for the vast majority of the hardware that goes into the respective upgrades. The LGE Grant includes the Village of Owego and Town of Candor for moving forward with migration to the County's network. The County's existing 2018 Shared Services Plan indicates that it does not preclude other municipalities from participating as we move forward.

- ✓ **Village of Owego:** Mr. Griffin reported the Village of Owego facility construction is progressing. Connectivity to the County's fiber will be relatively seamless and not cost prohibitive due to location, however, the sewage treatment plant will accrue additional costs. The order for the fiber builds have been placed, as the Village of Owego plans to proceed regardless of LGE grant award. Mayor Baratta reported occupancy of the new facility is not expected until 1st quarter 2022.
- ✓ **Town of Candor:** Mr. Griffin reported the earliest the Town of Candor would be available to commence implementation is January 2022, as they will need to the LGE grant funds in order to proceed. Mr. Griffin reported the Town of Candor is a relatively small implementation plan with approximately 13 personal computers and two buildings.

Going forward, Village of Newark Valley Mayor Tornatore expressed interest in County connectivity, however, understands currently this is not a viable option due to location and fiber network. Mayor Tornatore inquired as to possibility of connecting in Richford at Route 79 and coming down the Route 38 corridor to Newark Valley. Mr. Griffin reported there are no builds being planned at this time. However, with the recent Senate passage of the Infrastructure Bill, the installation of dark fiber down this corridor could be a future possibility.

Paper Shredding Services: As discussed at the April 2021 meeting, the Tioga County Clerk garnered interest from three municipalities who were possibly interested in sharing paper shredding services through one local vendor. This shared services would most likely not have created a significant savings, but more of a collaborative team effort. However, Chair Sauerbrey reported this concept never developed, therefore, will not be moving forward for Plan consideration at this time.

2021 Shared Services Plan Submission: Based on the discussion at tonight's meeting, the Shared Services Panel in attendance voted that it is in the best interest of the County's taxpayers to continue working on our existing Shared Services Plan and not develop a new plan or modify the existing one. Voting affirmation forms will be emailed to all Shared Services Panel members to record their vote, as part of our 2021 Shared Services Plan documentation to be submitted to the State.

Next Meeting: Based on the outcome of the vote to not add or modify to the existing 2018 Plan, the Shared Services Panel will not be scheduling a future meeting date at this time.

Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk