



LEGISLATIVE SUPPORT AGENDA

THURSDAY, AUGUST 7, 2025

MINUTES

- Approval of July 10, 2025 minutes

FINANCIAL

- 2025 Year to Date Budget Report
- 2025 County Auditor Accounts Payable Update
- 2026 Budget

OLD BUSINESS

- July 2025 Meetings
- Sales Tax Extender (2 Year)
- DATE CHANGE: September Legislature Meeting & Finance, Legal & Safety Committee

NEW BUSINESS

- Local Law Introductory No. B of 2025 (12 & 13 Yr Old Licensed Hunters)
- Public Hearing: LL Introductory No. B of 2025
- Essential Personnel List
- August 2025 Legislature Meeting

PERSONNEL

- Deputy Legislative Clerk Vacancy

RESOLUTIONS

- H05- Schedule Public Hearing Local Law Introductory No. B of 2025

PROCLAMATIONS

- None

ADJOURNMENT

Office of the Legislative Clerk

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

☎ 607 687 8240 📠 607 687 8232 🌐 www.TiogaCountyNY.gov

Cathy Haskell Legislative Clerk



Legislative Support Minutes

July 10, 2025

1:00 p.m.

ATTENDANCE

Legislators: Legislators Aronstam, Brown, Bunce, Ciotoli, Flesher, Roberts, Sauerbrey, and Standinger were present with Legislator Monell being absent.

Staff: Legislative Clerk Haskell, County Administrator Bailey, County Attorney DeWind.

Guest: Matt Freeze, Reporter, Morning Times

APPROVAL OF MINUTES

Legislator Roberts made the motion, seconded by Legislator Ciotoli to approve the June 5, 2025 Legislative Support minutes, as written. Motion carried.

FINANCIAL

2025 YTD Budget Reports: Legislative Clerk Haskell reported 48.5% utilization noting the following non-recurring expenses: Accrual leave payout for former Deputy Legislative Clerk, Bronze Service Plaque for former Legislator Mullen, and NYSAC Fall Conference registrations for five (5) Legislators.

County Auditor Accounts Payable Report: Ms. Haskell reported the following accounts payable report for the month of June and 2nd Quarter of 2025. This report is included in today's committee agenda packet.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
June	647	\$1,585,673.79	214	\$4,804.25
2 nd Quarter	2,189	\$5,582,738.02	594	\$138,853.55

2026 Budget: Ms. Haskell reported she has begun the process of preparing the 2026 budget and does not foresee an issue with adhering to the zero-based budget directive.

Ms. Haskell proposed moving from daily paper delivery of the Press & Sun-Bulletin to digital copy for an annual savings of \$311.00 All Legislators were in favor.

Ms. Haskell reported the final Legislative Office copier lease payment has been made and is waiting to receive guidance from Information Technology on how they want to proceed. This may not be known until a new Chief Information Officer is hired. Ms. Haskell reported she will maintain the same budget line for 2026.

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OLD BUSINESS

June 2025 Meetings:

Minutes were taken, typed, copied, recorded, distributed and indexed for the Legislature and Journal of Proceedings for the following Legislature meetings in June 2025:

- Sixth Regular Legislature Meeting – June 10, 2025
- Fourth Special Legislature Meeting – June 19, 2025

The Legislative Clerk attended the following meetings/trainings in June 2025:

- Legislative Standing Committee Meetings – June 3 and 5, 2025
 - Legislative Worksessions – June 5 and 19, 2025
 - Coroner Meeting – June 6, 2025
- Finance, Legal & Safety Committee – June 10, 2025
 - Sixth Regular Legislature Meeting – June 10, 2025
 - Executive Committee Meeting – June 12, 2025
 - Fourth Special Legislature Meeting – June 19, 2025
- New Legislator Orientation for Legislator Aronstam – June 19, 2025
- Parliamentary Procedure Zoom Training (Roberts Rules of Order)- June 22, 2025
 - Active Shooter Training – June 23, 2025
- Munis Training w/Veterans' Service Agency Director – June 24 and July 7, 2025
 - IT Steering Committee – June 24, 2025
 - Coroner's 2026 Budget Meeting – June 26, 2025
 - Policy Review Committee – June 26, 2025

Sales Tax Extender (2 Year): Ms. Haskell reported the Sales Tax Extender legislation is pending Governor Hochul's signature. A resolution has been prepared and emailed to County Attorney DeWind for his review. Ms. Haskell reported she has sent email correspondence to the County's assigned NYS Taxation & Finance attorney regarding timeframe for instructions and guidance and when this information is received, the resolution will be emailed to the NYS Taxation & Finance attorney for his review.

Strategic Plan Update (Legislative Clerk): Ms. Haskell reported that in December 2024 she requested inclusion in the County's Strategic Plan with the addition of a 2nd Deputy Legislative Clerk position as a long-term goal for 2026-2027. Ms. Haskell reported she would like to continue to keep this long-term goal for future planning. All Legislators were in favor.

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NEW BUSINESS

Amend Local Law No. 1 of 2024: Ms. Haskell reported this local law authorizes twelve- and thirteen-year-old licensed hunters to hunt deer with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter with a sunset date of December 31, 2025.

Ms. Haskell reported this program began in 2021 and at that time the County adopted Local Law No. 3 of 2021 with a sunset date of December 31, 2023.

Ms. Haskell reported she received a letter from NYS DEC Division of Fish and Wildlife in June announcing that with the passage of the NYS Budget, this program has been extended through December 31, 2028 and encouraged counties to amend or adopt a new local law without a sunset date using language that the local law remains in effect as long as the State Legislature extends Environmental Conservation Law (ECL) Section 11-0935. This new local law will be for the fall 2026 deer season.

Ms. Haskell proposed preparing a new local law effective January 1, 2026 and allowing the current local law to sunset on December 31, 2025 rather than amending our current local law. All Legislators were in favor.

Ms. Haskell will prepare a new local law for Legislature consideration with an effective date of January 1, 2026 and including language that the local law remains in effect as long as the State Legislature extends the ECL legislation.

Reschedule Ninth Regular Legislature Meeting and Finance, Legal & Safety Committee (9/9/25): Ms. Haskell reported the Ninth Regular Legislature Meeting and Finance, Legal & Safety Committee on September 9, 2025 conflicts with the Fall NYSAC Conference and we will not have a quorum to conduct these meetings. Ms. Haskell proposed rescheduling the meetings to Thursday, September 11th or moving the meetings to the following week on Tuesday, September 16th at the regular time. Legislators were in favor of rescheduling the September Legislature meeting and Finance, Legal & Safety Committee to Tuesday, September 16th at their respective times. Ms. Haskell will update the Legislative Calendar and September Committee Meeting Notice and distribute accordingly.

NYSACCLB Association Sponsored Training: Ms. Haskell reported she participated in a Parliamentary Procedure Zoom training on Sunday, June 22nd, from 5:00 – 7:00 p.m. regarding Roberts Rules of Order/Parliamentary Procedure that her Legislative Clerk's Association sponsored.

July 2025 Legislative Meeting:

- **Prayer, Pledge, Voting:** Legislator Aronstam will lead us in the prayer, pledge and voting process for the July 15, 2025 Legislature meeting.

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- **"I Voted" Sticker Presentation:** Chair Sauerbrey, along with Board of Elections Commissioners Johnson and Wahls will be awarding certificates to the three category winners at the July 15, 2025 Legislature meeting.
- **Recognition Resolutions:** There is one recognition resolution for the July 15, 2025 Legislature meeting that will just be noted, as Ms. Ayers is unable to attend.

- ***Resolution Recognizing Marietta Ayers' 20 Years of Dedicated Service to Tioga County***

- **Management/Confidential Salary Committee Appointment:** Chair Sauerbrey will be appointing the following Legislators and staff to this committee at the July 15, 2025 Legislature meeting:
 - Personnel Officer
 - County Administrator
 - Commissioner of Public Works
 - Public Health Director of Administrative Services
 - Chair of Personnel Committee
 - Legislative Representative*
 - Secretary to the Sheriff

***The Legislative Representative will be appointed annually with Legislator Ciotoli serving in 2025.**

- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the July 15, 2025 Legislature meeting. Ms. Haskell noted that the ED&P and Public Safety Committee meetings did not have a quorum. Legislators were in favor of moving all resolutions forward to the July 15, 2025 Legislature meeting for Legislature consideration.
- **Late-File Resolutions:** Ms. Haskell reported she is unaware of any late-file resolutions at this time.

PERSONNEL

- **Deputy Legislative Clerk Vacancy:** Ms. Haskell reported the position has been posted on the County website and Indeed. Applications are continuing to be received and reviewed and anticipates scheduling interviews later this month.

RESOLUTIONS

- None

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PROCLAMATIONS

- None

ADJOURNMENT

Meeting adjourned at 2:55 p.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 08

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A1010 Legislative Board							
A1010 510010 Full Time	291,186	0	291,186	152,671.14	.00	138,514.86	52.4%
A1010 510050 All Other(On Call,	9,894	0	9,894	5,361.24	.00	4,532.41	54.2%
A1010 540010 Advertising	700	0	700	183.34	.00	516.66	26.2%
A1010 540140 Contracting Servic	100	-100	0	.00	.00	.00	.0%
A1010 540180 Dues	300	0	300	300.00	.00	.00	100.0%
A1010 540210 Garbage Disposal	0	100	100	.00	.00	100.00	.0%
A1010 540320 Leased/Service Equ	2,100	0	2,100	1,013.71	.00	1,086.29	48.3%
A1010 540340 Literature	695	0	695	306.03	.00	388.97	44.0%
A1010 540390 Mileage Expense	3,450	0	3,450	1,607.34	.00	1,842.66	46.6%
A1010 540420 Office Supplies	700	0	700	265.31	.00	434.69	37.9%
A1010 540480 Postage	215	0	215	47.53	.00	167.47	22.1%
A1010 540485 Printing/Paper	150	0	150	65.57	.00	84.43	43.7%
A1010 540520 Recording/Microfil	450	0	450	416.00	.00	34.00	92.4%
A1010 540640 Supplies (Not Offi	400	0	400	395.00	.00	5.00	98.8%
A1010 540660 Telephone	955	0	955	148.90	.00	806.10	15.6%
A1010 540732 Training/County Re	7,950	0	7,950	5,435.00	.00	2,515.00	68.4%
A1010 581088 State Retirement F	34,691	0	34,691	18,236.13	.00	16,454.55	52.6%
A1010 583088 Social Security Fr	22,497	0	22,497	11,779.44	.00	10,717.56	52.4%
A1010 584088 Workers Compensati	13,145	0	13,145	7,033.74	.00	6,111.26	53.5%
A1010 585588 Disability Insuran	136	0	136	50.93	.00	84.79	37.5%
A1010 586088 Health Insurance F	156,512	0	156,512	97,304.05	.00	59,207.95	62.2%
A1010 588988 Eap Fringe	176	0	176	94.99	.00	81.01	54.0%
TOTAL Legislative Board	546,401	0	546,401	302,715.39	.00	243,685.66	55.4%
TOTAL General Fund	546,401	0	546,401	302,715.39	.00	243,685.66	55.4%
TOTAL EXPENSES	546,401	0	546,401	302,715.39	.00	243,685.66	

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COUNTY AUDITOR ACCOUNTS PAYABLE UPDATE – JULY 2025

MONTH/ QUARTER	AP INVOICES	AP INVOICE TOTALS	P-CARD TRANSACTIONS	P-CARD TOTAL
July	836	\$1,884,821.82	178	\$44,249.72
YTD	5,476	\$13,905,330.29	1378	\$315,991.62

Budget Notes

Org	Obj	2025 Budget	2026 Budget	Difference	Notes
A1010 - Legislative Board	510010 - Fulltime	\$291,186.00	\$294,205.00	\$3,019.00	
	510020 - Part Time/Temporary	\$0.00		\$0.00	
	510050 - All Other-On Call,Cloth,Stipe,	\$9,893.65	\$9,893.65	\$0.00	Budget line will need to be increased to reflect M/C Vacation Sell-Back of 5 days for Legislative Clerk for payout in January 2026. Also, needs to be increased to reflect potential mileage increase with two new Legislators in 2026.
	520070 - Chairs	\$0.00		\$0.00	
	540010 - Advertising	\$700.00	\$700.00	\$0.00	
	540140 - Contracting Services	\$100.00	\$0.00	(\$100.00)	The funding from this line is being moved to 540210 to be in compliance with the Treasurer's memo for shredding services.
	540180 - Dues	\$300.00	\$300.00	\$0.00	
	540210 - Garbage Disposal	\$0.00	\$100.00	\$100.00	This newly established budget line is being funded from the 540140 line to be in compliance with the Treasurer's memo for shredding services.
	540320 - Leased/Service Equipment	\$2,100.00	\$1,000.00	(\$1,100.00)	Decrease line by \$1100.00 to offset the increase to 540485 to be in compliance with Treasurer's Office memo dated 6/24/25 for monthly metered copier charges.
		\$0.00		\$0.00	
	540340 - Literature	\$695.00	\$595.00	(\$100.00)	Decrease line by \$100.00 to offset increase to 540732 - Training
	540390 - Mileage Expense	\$3,450.00	\$2,850.00	(\$600.00)	Decrease line by \$600.00 to offset increase to 540732 - Training
	540420 - Office Supplies	\$700.00	\$700.00	\$0.00	
	540480 - Postage	\$215.00	\$215.00	\$0.00	

Org	Obj	2025 Budget	2026 Budget	Difference	Notes
A1010 - Legislative Board	540485 - Printing/Paper	\$150.00	\$1,250.00	\$1,100.00	Increase line by \$1100.00 to be in compliance with Treasurer's Office memo dated 6/24/25 to use this line for monthly metered copier charges.
	540520 - Recording/Microfilm	\$450.00	\$500.00	\$50.00	Increase line \$50.00 to be more in line with 2025 expenses.
	540640 - Supplies (Not Office)	\$400.00	\$400.00	\$0.00	
	540660 - Telephone	\$955.00	\$605.00	(\$350.00)	Reduce line by \$50.00 to offset increase to 540520 - Microfilm. Reduce line by \$300 to offset increase to 540732 - Training.
	540732 - Training/County Required	\$7,950.00	\$8,950.00	\$1,000.00	Increase line \$1,000 in anticipation of additional training for two (2) new Legislators.
	540733 - Training/All Other	\$0.00		\$0.00	
	581088 - State Retirement Fringe	\$34,690.68	\$32,248.00	(\$2,442.68)	
	583088 - Social Security Fringe	\$22,497.00	\$22,497.00	\$0.00	
	584088 - Workers Compensation Fringe	\$13,145.00	\$13,028.00	(\$117.00)	
	585088 - Unemployment Insurance Fringe	\$0.00		\$0.00	
	585588 - Disability Insurance Fringe	\$135.72	\$135.72	\$0.00	
	586088 - Health Insurance Fringe	\$156,512.00	\$103,574.00	(\$52,938.00)	
	588988 - EAP Fringe	\$176.00	\$166.00	(\$10.00)	
	Org Total:	\$546,401.05	\$493,912.37	(\$52,488.68)	
	Grand total for all Orgs:	\$546,401.05	\$493,912.37	(\$52,488.68)	

TO BE INTRODUCED

Local Law Filing

New York State Department of State
41 State Street, Albany, NY 12231

County of Tioga

Local Law No. XX of the Year 2025.

A Local Law authorizing twelve (12) and thirteen (13) year old licensed hunters to hunt deer with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter.

Be It Enacted by the Legislature of the County of Tioga as follows:

SECTION 1: LEGISLATIVE INTENT

New York State Department of Environmental Conservation's (NYSDEC) Youth Deer Hunting Pilot Program (Environmental Conservation Law §11-0935) has been extended from December 31, 2025 to December 31, 2028. Tioga County participated in this pilot program by way of Local Law No. 3 of 2021 with a sunset date of December 31, 2023 and Local Law No. 1 of 2024 with a sunset date of December 31, 2025. It is the intent of this Local Law to authorize Tioga County to permit twelve (12) and thirteen (13) year-old individuals to participate in the extension of the NYSDEC Youth Deer Hunting pilot program in accordance with Environmental Conservation Law §11-0935 for the fall 2026 and beyond as long as the State law continues to be extended.

The enacted 2025-2026 New York State Budget extended the pilot program allowing counties to opt-in by way of Local Law to provide an opportunity for young hunters, ages twelve (12) and thirteen (13), to continue to hunt deer with firearms and crossbow through 2028 if a county authorizes such action within their municipality. Tioga County is passing this Local Law, as hunting is a valued tradition for many families and this continued opportunity allows experienced, adult hunters to introduce the value of hunting to the next generation. Furthermore, teaching young people safe, responsible, and ethical hunting practices will ensure a rewarding experience for the youth, while providing quality food to families and contributing to important deer management population control practices.

SECTION 2: PILOT PROGRAM AUTHORIZATION

Pursuant to Environmental Conservation Law, ECL §11-0935, Tioga County elects to participate in the extended pilot program to allow for young hunters, ages twelve (12) and thirteen (13), to hunt deer with a firearm, to

TO BE INTRODUCED

include rifles, shotguns, and muzzle loaded firearms or crossbow through 2028 and beyond as long as the State law continues to be extended.

SECTION 3: STATE REQUIREMENTS TO ADHERE ONCE AUTHORIZED

Twelve (12) and thirteen (13) year-old licensed hunters shall be allowed to hunt deer with the following requirements to be followed:

- A. Twelve (12) and thirteen (13) year old licensed hunters shall be under the supervision of a licensed adult hunter, age twenty-one (21) years or older, with a rifle, shotgun, or muzzle loading firearm in areas where and during the hunting season in which such firearms may be used; and
- B. Twelve (12) and thirteen (13) year old licensed hunters shall be allowed to hunt under the supervision of a licensed adult hunter, age twenty-one (21) years or older, with a crossbow during the times when other hunters may use crossbows; and
- C. Supervision of a licensed adult hunter, age twenty-one (21) years or older, with at least three (3) years of experience who exercises dominion and control over the youth hunter at all times is required; and
- D. All licensed twelve (12) and thirteen (13) year old hunters, as well as their adult supervisors, shall be required to wear fluorescent orange or pink clothing while engaged in hunting to an extent and covering so designated pursuant to the law, rules, and regulations promulgated by the State of New York; and
- E. All licensed twelve (12) and thirteen (13) year old hunters shall remain at ground level while hunting deer with a crossbow, rifle, shotgun, or muzzleloader; and
- F. Notwithstanding any State or Federal Law to the contrary, this local law shall not authorize the hunting of bear by twelve (12) and thirteen (13) year olds with a firearm or crossbow.

SECTION 4: LOCAL LAW FILING REQUIREMENTS

A copy of this Local Law shall be sent to the New York State Department of Environmental Conservation as well as the New York State Department of State.

TO BE INTRODUCED

SECTION 5: SEVERABILITY

If any clause, sentence, paragraph, subdivision, section or part of this law, or the application thereof to any person, individual, corporation, firm, partnership, entity or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgement shall not affect, impair, effect, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this law or in its application to the person, individual, corporation, firm, partnership, entity or circumstance directly involved in the controversy in which such order or judgment shall be rendered.

SECTION 6: EFFECTIVE DATE

This Local Law shall take effect January 1, 2026 in accordance with Section 27 of the Municipal Home Rule and will remain in effect pursuant to Environmental Conservation Law (ECL) §11-0935.

REFERRED TO:

LEGISLATIVE WORKSESSION

RESOLUTION NO. -25

SCHEDULE PUBLIC HEARING

LOCAL LAW INTRODUCTORY NO. B OF 2025

RESOLVED: That a Public Hearing shall be held on Thursday, August 21, 2025 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY 13827 on Local Law Introductory No. B of 2025; A Local Law Authorizing Twelve (12) and Thirteen (13) Year Old Licensed Hunters to Hunt Deer with a Firearm or Crossbow During Hunting Season with the Supervision of an Adult Licensed Hunter. All persons desiring to present written or oral comments may do so at said time.