



## Tioga County Worksession Minutes

**November 22, 2022 – 10:00 a.m.** \* Date Change due to Holiday

### Legislators Present:

Legislator Brown  
Legislator Ciotoli  
Legislator Mullen  
Legislator Roberts  
Chair/Legislator Sauerbrey  
Legislator Standinger  
Legislator Weston

### Legislators Absent:

Legislator Hollenbeck  
Legislator Monell

### Guests:

Dean Morgan, Tioga County Code Enforcement Officer (*Departed at 10:38 a.m.*)

### Staff Present:

Peter DeWind, County Attorney  
Cathy Haskell, Legislative Clerk  
Amy Eiklor, Deputy Legislative Clerk  
Jackson Bailey, Budget Officer  
Linda Parke, Personnel Officer

**Call Meeting to Order:** Chair Sauerbrey opened the meeting at 10:01 a.m.

**Discussion/Review of Resolutions:** Legislative Clerk Haskell reviewed the resolutions that will be presented at **Tenth Special Legislative Meeting** with discussion occurring on the following:

- **Authorize a Retention and Appreciation Bonus to Eligible Tioga County Employees:** Chair Sauerbrey stated an Employee Retention and Incentive Committee was created earlier in the month. The committee met and determined a monetary bonus was the best way to recognize the hard work of Tioga County employees. Chair Sauerbrey reported sales tax revenue came in higher than anticipated. She suggested using those funds to pay for the bonus. Chair Sauerbrey emphasized that the bonus would be a one-time payment. Eligible full-time employees would receive \$1,500 and eligible part-time employees would receive \$750. The standard work week hours are 35 and 40 for full-time employees. Hours less than 35 will be considered part-time and must work at least

17 hours a week to be eligible for the bonus. Elected officials are excluded from the resolution and would not receive the bonus.

Legislator Mullen stated that many County departments are experiencing high turnover and are struggling to retain employees. He believes this bonus should incentivize experienced employees to stay with Tioga County. Legislator Brown concurred and hoped the bonus would attract more employees. Legislator Standinger inquired what the total dollar amount would be, should the resolution pass. Budget Officer Bailey replied that the total dollar amount is roughly \$600,000.

Legislator Roberts expressed concern that the resolution was being presented before all questions could be answered. She doesn't feel as though the eligibility criteria is defined enough for the amount of money being discussed. Legislator Roberts questioned how the bonus would affect other municipalities. She said by passing this resolution, it could potentially set a precedent in the future. Legislator Roberts feels that the resolution needs further consideration and discussion before it should be presented.

There was no further discussion on resolutions.

Chair Sauerbrey opened the **Tenth Special Legislative Meeting** at 10:30 a.m. for Legislature consideration of the following:

- **Introduce Local Law Introductory No. D of 2022 – A Local Law Providing for the Repeal of Local Law No. 5 of 2006 and the Enactment of a Replacement Law Providing for the Administration and Enforcement of the New York State Uniform Fire Prevention and Building Code**
- **Schedule Public Hearing for Local Law Introductory No. D of 2022**
- **Establish New Budget Line, Modify Solid Waste 2022 Budget, and Transfer Funds for the Purchase of a Chair**
- **Amend Resolution 361-22 Appropriation of Funds 2022 Homeland Security Grant (SHSP), Modify 2022 Budget – Office of Emergency Services and Sheriff's Office**
- **Authorize a Retention and Appreciation Bonus to Eligible Tioga County Employees**

Legislative Clerk Haskell took roll call. Legislator Brown led in the prayer, pledge, and voting process. Special Meeting adjourned at 10:37 a.m. with regular Worksession immediately following.

**2023 Budget Discussion – Budget Officer Bailey:** Budget Officer, Jackson Bailey, reported the following:

- The Budget is currently set to level 5, Adopted
- After the December 8, 2022 Legislative Worksession, budget modifications will no longer be allowed

- The 2023 Final Budget will be adopted at the December 13, 2022 Legislative Meeting
- The Budget Officer will present resolutions in January for Capital Projects and ARPA fund carryovers

**Approval of Worksession Minutes:** On motion of Legislator Mullen, seconded by Legislator Brown, the November 10, 2022 minutes were unanimously approved.

**Action Items:** Currently we have none.

**Other:**

- ***Purchasing Policy Discussion:*** Chair Sauerbrey reported Tioga County's Purchasing Policy is in the process of being updated. There are two aspects of the policy Chair Sauerbrey is hoping to move forward with updating; increasing the quote threshold amounts and purchase card changes. Chair Sauerbrey reported a committee will be formed to discuss and update the Purchasing Policy. She asked the Legislators for their approval to move forward with the committee structure and potential policy updates. There were no objections and a resolution for policy updates is expected in December.

**Executive Session:** Seven Legislators were in attendance. Legislative Clerk Haskell and County Attorney DeWind remained in attendance. Motion by Legislator Brown, seconded by Legislator Mullen, to move into Executive Session to discuss employment matters at 10:47 a.m. Motion carried. Motion by Legislator Brown to adjourn, seconded by Legislator Mullen. Executive Session adjourned at 11:23 a.m.

Meeting adjourned at 11:23 a.m.

Next Worksession scheduled for Thursday, December 8, 2022, at 1:00 p.m.

Respectfully submitted,

*Amy Eiklor*

Deputy Legislative Clerk