


<p>Agenda</p> 	<p style="text-align: center;">TIOGA COUNTY LEGISLATURE</p> <p style="text-align: right;">8/9/2016 12: 00 PM EDWARD D. HUBBARD AUDITORIUM RONALD E. DOUGHERTY COUNTY OFFICE BUILDING 56 Main Street Owego NY 13827</p>	
<p>Meeting called by:</p>	<p>Chair Martha Sauerbrey</p>	
<p>Type of meeting:</p>	<p>8th Regular</p>	
<p>Attendees:</p>	<p>Legislator Hollenbeck Legislator Huttleston Legislator Monell Legislator Mullen Legislator Roberts Chair/Legislator Sauerbrey Legislator Standinger Legislator Sullivan Legislator Weston</p>	
<p style="text-align: center;">Agenda topics</p>		
<p>Invocation Pledge of Allegiance Recognition Resolution (2) Employee of 2nd Quarter 2016 Privilege of the Floor Approval of Minutes</p>	<p>Legislator Roberts Legislator Roberts Resolution Recognizing Edward White's dedicated service – Public Works Resolution Recognizing Gail Barton's dedicated service – Social Services Stephanie Carrigg, Paralegal, County Attorney's Office July 7 and 12, 2016</p>	

<p>Petitions, Communications & Notices Appointments/Reappointments Reports Standing/Special Committees</p>		
<p>RESOLUTIONS:</p>	<ol style="list-style-type: none"> 1. Appropriation of Funds Public Health 2. Award Construction Tioga County Court Annex flooring and request contingency funds 3. Authorize and Fund purchase of Microsoft Windows Server and Microsoft Office Software Licenses from Software Reserve Account 4. Authorize to hold Joint Auction with Broome County 5. Execute Permanent Facilities Easement with Shawn and Suzette Fahey, LLC 6. Authorize the Submission of 2016-2017 PSAP Operations Grant 7. Award Contract to Blue Wing for Interoperable Radio Grant Project Management Consultant 8. Authorize Filing of Report of Public Safety Officer Death Form (Fire) 9. Contract with Employee Network, Inc. (ENI) for Employee Assistance Program 10. Authorize Appointment of Deputy Commissioner of Social Services; Grant Leave of Absence Department of Social Services 11. Increase Hours worked for Deputy Director of Emergency Preparedness; Emergency Management Office 12. Authorization to abolish one (1) vacant Account Clerk-Typist position and Create one (1) Senior Account Clerk-Typist Public Works 13. Authorize the Reclassification of Certified Alcohol & Drug Counselor Position to Senior Certified Alcohol & Drug Counselor Department of Mental Hygiene 14. Create and Fill Seasonal Social Welfare Examiner Positions and Seasonal Typist Position for the HEAP Program Department of Social Services 	

REFERRED TO:

PUBLIC WORKS

RESOLUTION NO. -16

RESOLUTION RECOGNIZING EDWARD
WHITE'S 24 YEARS OF DEDICATED
SERVICE TO TIOGA COUNTY

WHEREAS: Edward White started his employment with Tioga County as a Laborer July 13, 1992 and worked his way up to Heavy Equipment Operator III; and

WHEREAS: Edward White has been very dedicated and loyal in the performance of his duties and responsibilities during the past 24 years to the Public Works Department; and

WHEREAS: Mr. White will retire on July 31, 2016; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Edward White for his 24 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Edward White.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. -16 RECOGNIZE GAIL BARTON
DEPARTMENT OF SOCIAL SERVICES

WHEREAS: Gail Barton began her career with the Tioga County Department of Social Services on June 6, 1977 as a Social Services Examiner, and was promoted to Case Worker on May 22, 1978, and was promoted to Grade B Supervisor on November 1, 1982, and was promoted to Director of Social Services on February 17, 1989; and

WHEREAS: Gail Barton was appointed Deputy Commissioner on March 27, 2000; and

WHEREAS: Gail Barton served as Acting Commissioner of the Tioga County Department of Social Services from December 30, 2002 to January 20, 2003; and

WHEREAS: Gail Barton was again appointed Deputy Commissioner on January 21, 2003; and

WHEREAS: Gail Barton has been a dedicated and loyal employee for over thirty-nine years, with over twenty-seven of those years in the role of Director of Social Services and Deputy Commissioner; and

WHEREAS: Gail Barton's experience, expertise and strong work ethic has consistently placed Tioga County as a top performer in Child Welfare outcomes across the State of New York, working diligently with her staff to keep children and adults safe and promote family well-being; and

WHEREAS: Gail Barton has served on numerous community Boards during her tenure including Tioga County Cornell Cooperative Extension, Tioga County Rural Ministry, Tioga Opportunities, Tioga County Community Services Board, The Family and Children's Society and Family Enrichment Network; and

WHEREAS: Gail Barton was selected as Tioga County Employee of the Year in 1998; and

WHEREAS: Gail Barton has worked tirelessly throughout her thirty-nine year career with Tioga County, promoting innovative and effective Child Welfare programming that has improved the lives of countless children and families throughout the County; and

WHEREAS: Gail Barton will retire on August 31, 2016; now therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Gail Barton for her thirty-nine years of dedicated and loyal service to the Tioga County Department of Social Services and its most vulnerable citizens; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this loyal, dedicated and outstanding employee, Gail Barton.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -16 APPROPRIATION OF FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health has been awarded funding from NYSDOH for Public Health Emergency Preparedness and Response for Ebola-related efforts; and

WHEREAS: Appropriation of Funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A4070 434820	State Aid: Disease Control	\$ 22,500
To: A4070 540595	Disease Control: Services Rendered	\$ 22,500

REFERRED TO:

PUBLIC WORKS

RESOLUTION NO. -16

AWARD CONSTRUCTION TIOGA
COUNTY COURT ANNEX FLOORING
AND REQUEST CONTINGENCY FUNDS

WHEREAS: Barton & Loguidice was hired to design repairs to the first floor of the Court Annex, located at 20 Court Street, refer to Resolution 60-16; and

WHEREAS: Due to this being an unforeseen issue the Department of Public Works did not budget for this repair; and

WHEREAS: The Commissioner of Public Works received sealed bids on July 28, 2016 and the bids came in as follows:

Lee Contracting Services	\$67,000.00
T.J. Madison Construction	\$82,000.00
Elmira Structures, Inc.	\$65,800.00

Therefore be it

RESOLVED: That the Tioga County Legislature authorizes construction for these repairs to the lowest bidder Elmira Structures, Inc., 66 Philo Road, Elmira, NY 14903 not to exceed \$65,800.00; and be it further

RESOLVED: That the Tioga County Legislature authorizes a transfer as follows:

From: A1990 540715 Contingency Account	\$65,800
To: A9950 593715 Transfer to Capital	\$65,800
From: H1620 450310 Capital Transfer	\$65,800
To: H1620 520927 Court Annex	\$65,800

REFERRED TO:

FINANCE/LEGAL

RESOLUTION NO. -16

AUTHORIZE AND FUND PURCHASE OF
MICROSOFT WINDOWS SERVER AND
MICROSOFT OFFICE SOFTWARE
LICENSES
FROM SOFTWARE RESERVE ACCOUNT

WHEREAS: The Tioga County Legislature recognizes the importance of County infrastructure; and

WHEREAS: The County utilizes Microsoft desktop and server software for critical daily operations; and

WHEREAS: The ITCS Director has evaluated the current Microsoft licensing needs and determined a need to purchase new Microsoft software licenses; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the payment of software fees in the amount of \$136,607.14 to Dell, the holder of the Microsoft NYS OGS contract for software purchases from the Capital Software Reserve Fund for the purchase of Microsoft Windows Server licenses and Microsoft Office licenses; and be it further

RESOLVED: That the following funds be transferred:

FROM: H387804 Capital Software Reserve Fund \$136,607.14

TO: H1680-520620 Information Technology Capital Account \$136,607.14

REFERRED TO:

PUBLIC WORKS

RESOLUTION NO. -16

AUTHORIZE TO HOLD JOINT
AUCTION WITH BROOME COUNTY

WHEREAS: Broome County has offered Tioga County the ability to rejoin them with a joint auction for surplus property; and

WHEREAS: Broome County has contracted Mel Manasse & Son Auctioneers for Saturday, September 24, 2016 @ 10:00 AM; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the auction for surplus properties to be held in conjunction with Broome County on Saturday, September 24, 2016 @ 10:00 AM; and be it further

RESOLVED: That Tioga County's auction for surplus properties will be held at Broome County Highway Dept., 47 Thomas St., Chenango Bridge, NY 13745 and 0% Commission of the proceeds will be charged to the seller.

REFERRED TO: PUBLIC WORKS

RESOLUTION NO. -16 EXECUTE PERMANENT FACILITIES
EASEMENT WITH SHAWN AND
SUZETTE FAHEY, LLC

WHEREAS: The Department of Public Works would like to improve the lighting in the Courthouse parking lot located at Park Street, in the Village of Owego; and

WHEREAS: Shawn and Suzette Fahey, LLC would like to improve the lighting in their parking lot located adjacent to the Courthouse parking lot; and

WHEREAS: Shawn and Suzette Fahey, LLC are willing to allow Tioga County to remove two existing light poles and fixtures from their land and install two new light poles in approximately the same location; and

WHEREAS: Shawn and Suzette Fahey, LLC wish to grant a permanent facilities easement to Tioga County for said purpose; therefore be it

RESOLVED: That the Chair of the Legislature is authorized to sign said permanent facilities easement between Shawn and Suzette Fahey, LLC and Tioga County.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -16 AUTHORIZE THE SUBMISSION OF
2016-2017 PSAP OPERATIONS
GRANT

WHEREAS: The NYS Office of Interoperable and Emergency Communications has announced PSAP (Public Safety Answering Point) Operations grant funding; and

WHEREAS: Applications for this grant are required to be submitted in August; and

WHEREAS: County Policy #47 requires that a resolution be approved before any such grant application be submitted; therefore be it

RESOLVED: That the Tioga County Sheriff's Office be authorized to submit the appropriate grant application for the purpose of securing this funding, and authorizes the Chair of the Legislature to sign such application.

REFERRED TO: PUBLIC SAFETY

RESOLUTION NO. AWARD CONTRACT TO BLUE WING
FOR INTEROPERABLE RADIO GRANT
PROJECT MANAGEMENT CONSULTANT

WHEREAS: The Tioga County Bureau of Fire submitted an Invitation for Proposal dated November 9, 2015 seeking proposals for consultant services for the Interoperable Radio Grant Project; and

WHEREAS: Proposals were received from Blue Wing and L.R. Kimball; and

WHEREAS: L. R. Kimball withdrew their proposal; and

WHEREAS: The County wishes to award the contract to Blue Wing; therefore be it

RESOLVED: That Tioga County awards the contract for the Interoperable Radio Grant Project Management Consultant to Blue Wing at a cost not to exceed \$198,000 and that the Chair of Legislature is authorized to execute a contract with Blue Wing for said services upon approval by the County Attorney; and be it further

RESOLVED: That funds be transferred as follows:

From: A3415-540140 2013 State Interoperable Comm \$198,000

To: A3415-540120 2013 State Interoperable Comm \$198,000

REFERRED TO:

PUBLIC SAFETY COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -16

AUTHORIZE FILING OF REPORT OF
PUBLIC SAFETY OFFICER DEATH FORM
(FIRE)

WHEREAS: A tragic worksite accident resulted in the fatality of Fire Coordinator John Scott on July 20, 2016; and

WHEREAS: The U.S. Department of Justice Office offers a benefit to the families of Public Safety Officers killed while working; and

WHEREAS: The employer is required to file a report of the death using a prescribed form: *Report of Public Safety Officer Death* as the first step in the Application process; and

WHEREAS: The Tioga County Legislature is supportive of filing said form as it pertains to the accident on July 20, 2016; therefore be it

RESOLVED: That Martha Sauerbrey, Chair of the Tioga County Legislature is hereby authorized to sign and submit the Report of Public Safety Officer Death form relating to Fire Coordinator John Scott's death.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. -16 CONTRACT WITH EMPLOYEE NETWORK, INC.
(ENI) FOR EMPLOYEE ASSISTANCE
PROGRAM

WHEREAS: Tioga County employees are covered under an Employee Assistance Program (EAP) that is currently administered by Employee Network, Inc. (ENI); and

WHEREAS: ENI, a company that has been providing EAP services for over 30 years and who has other NYS public sector clients, has submitted a proposal to continue providing Tioga County's EAP for 2017 at the current rate of \$1.45/per covered employee per month; and

WHEREAS: ENI can continue to provide up to 8 in-person counseling sessions for eligible employees and members of their household, along with two hours of training per year, and two hours of critical incident stress debriefing; and

WHEREAS: ENI has multiple provider offices within the local region including some in Pennsylvania where employees are able to obtain services; and

WHEREAS: The EAP is a negotiated benefit for CSEA union employees; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature to enter into a contract with ENI, subject to review by the County Attorney, to administer our Employee Assistance Program for full-time and part-time employees at a cost of \$1.45/per covered employee per month effective January 1, 2017 through December 31, 2017.

REFERRED TO: HEALTH & HUMAN SERVICES
COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -16 AUTHORIZE APPOINTMENT OF
DEPUTY COMMISSIONER OF
SOCIAL SERVICES; GRANT
LEAVE OF ABSENCE
DEPARTMENT OF SOCIAL
SERVICES

WHEREAS: Legislative approval is required for any appointment to a non-union position within Tioga County; and

WHEREAS: Gail Barton has announced that she will retire as Deputy Commissioner of Social Services effective August 29, 2016; and

WHEREAS: The Commissioner of Social Services would like to backfill this position from within his department; therefore be it

RESOLVED: That Gary Grant is appointed to the title of Deputy Commissioner of Social Services at an annual, non-union salary of \$73,275 effective September 1, 2016; and be it further

RESOLVED: That Mr. Grant shall be granted a leave of absence from his current position, Director of Administrative Services, for which he holds permanent competitive classified status; and be it further

RESOLVED: That, until further notice, the vacant Director of Administrative Services position shall be left vacant and unfunded effective September 1, 2016.

REFERRED TO:

PUBLIC SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -16

INCREASE HOURS WORKED
FOR DEPUTY DIRECTOR OF
EMERGENCY PREPAREDNESS;
EMERGENCY MANAGEMENT OFFICE

WHEREAS: The Tioga County Emergency Management Office has a need to temporarily increase the hours worked for the Deputy Director of Emergency Preparedness from 8 hours per week to 17 hours per week during the period 7/9/16 to 9/2/16; and

WHEREAS: The Tioga County Emergency Management Office has sufficient funds in account A3640.510020 to cover said expense; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the temporary increase in hours for the Deputy Director of Emergency Preparedness to 17 hours per week at her current rate of pay for a cost not to exceed \$1,185 for the period 7/9/16 to 9/2/16.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -16 AUTHORIZATION TO ABOLISH
ONE (1) VACANT ACCOUNT
CLERK-TYPIST POSITION AND
CREATE ONE (1) SENIOR
ACCOUNT CLERK-TYPIST
PUBLIC WORKS

WHEREAS: Legislative approval is required to abolish and create any positions within Tioga County; and

WHEREAS: An Account Clerk-Typist position (CSEA SG IV, \$25,314 – 26,014) became vacant in June 2016 within the Public Works Department and since that time, the Commissioner has reviewed his administrative needs; and

WHEREAS: The Commissioner of Public Works has submitted a New Position Duties Statement to the Personnel Officer, who has determined that the Senior Account Clerk-Typist classification accurately reflects the nature of the work to be performed; therefore be it

RESOLVED: That one (1) vacant full-time Account Clerk-Typist position shall be abolished and one (1) full-time Senior Account Clerk-Typist position (CSEA SG V, \$26,713 - \$27,413) shall be created effective August 10, 2016.

REFERRED TO: HEALTH & HUMAN SERVICES
COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -16 AUTHORIZE THE
RECLASSIFICATION OF
CERTIFIED ALCOHOL & DRUG
COUNSELOR POSITION TO
SENIOR CERTIFIED ALCOHOL &
DRUG COUNSELOR
DEPARTMENT OF MENTAL
HYGIENE

WHEREAS: Legislative approval is required to reclassify any position within Tioga County; and

WHEREAS: Upon review of clinical staff and treatment programs, the Director of Community Services has identified a need to create a senior level staff person to better serve clients within the county's alcohol and substance abuse treatment programs; and

WHEREAS: The Director of Community Services has submitted a new position duties statement and upon review, the Personnel Officer has determined the classification of Senior Certified Alcohol & Drug Counselor adequately represents the tasks involved; and

WHEREAS: The Director of Community Services would like to reclassify one (1) Certified Alcohol & Drug Counselor (CSEA SG XI, \$39,795-40,495) position currently filled by the incumbent with the most seniority within her department; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification of the Certified Alcohol & Drug Counselor position, currently filled by Wayne Amendola, to the position of Senior Certified Alcohol & Drug Counselor effective August 22, 2016; and be it further

RESOLVED: That the title of Senior Certified Alcohol & Drug Counselor shall be placed in CSEA SG XIII (\$43,502 – 44,202) and that Mr. Amendola's annual salary shall be \$43,503.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -16 CREATE AND FILL SEASONAL SOCIAL WELFARE EXAMINER POSITIONS AND SEASONAL TYPIST POSITION FOR THE HEAP PROGRAM DEPARTMENT OF SOCIAL SERVICES

WHEREAS: Legislative approval is required for the creation of any new positions within Tioga County; and

WHEREAS: The Home Energy Assistance Program (HEAP) will tentatively begin outreach in mid-August and be in full season on November 14, 2016; and

WHEREAS: The Social Services budget allows for the hiring of the following staff for the HEAP Program:

One, full-time, seasonal Social Welfare Examiner for the period September 12, 2016 through March 31, 2017 at the starting salary of \$14.09 per hour, and

One, full-time, seasonal Social Welfare Examiner for the period October 3, 2016 through February 28, 2017 at the starting salary of \$14.09 per hour, and

Two, full-time seasonal Social Welfare Examiners for the period October 17, 2016 through January 31, 2017 at the starting salary of \$14.09 per hour, and

One, full-time, Typist (Seasonal) for the period October 17, 2016 through January 31, 2017 at the starting salary of \$11.69 per hour; therefore be it

RESOLVED: That the Department of Social Services be authorized to create and fill the seasonal HEAP positions listed above and where required, appoint from the appropriate eligible list.