



## **Tioga County Work Session Minutes** **June 18, 2020 – 10:00 a.m.**

### **Legislators present:**

Chair/Legislator Sauerbrey  
Legislator Balliet  
Legislator Hollenbeck  
Legislator Standinger  
Legislator Weston  
Legislator Roberts  
Legislator Sullivan via Zoom

### **Legislators absent:**

Legislator Mullen  
Legislator Monell

### **Guests:**

Matt Freeze, Morning Times via Zoom

### **Staff present:**

County Attorney Peter DeWind  
Personnel Officer Bethany O'Rourke  
Budget Officer Jackson Bailey  
Legislative Clerk Cathy Haskell  
Secretary to County Attorney Diane Stephens  
Deputy ITCS Director Drew Griffin  
Public Health Director Lisa McCafferty via Zoom

**Call Meeting to Order:** Chair Sauerbrey opened the meeting at 10:05 a.m.

### **Financial Discussion: *Jackson Bailey, Budget Officer***

Budget Officer Bailey reported the total available amount, based on what has been proposed by the 10% budget cut, is \$1.7 million from original budgeted appropriations. Mr. Bailey initially thought to put the \$1.7 million in contingency, but there are caps on the amount allowed in contingency. Mr. Bailey is looking into this and once he gets feedback and clarification, a resolution will be drafted to allocate the money into either contingency or appropriations. Mr. Bailey is still waiting on information from some departments with one department not having responded to date. Mr. Bailey reported he would contact this department directly.

Mr. Bailey also reported he is working on the 2021 budget calendar, departmental directives and additional budget instructions. Mr. Bailey reported he did not put anything in the 2021 directives about budget cuts due to COVID-19. His plan is to get the budget started with departments entering information as usual with the intent that as additional information is received regarding potential State cuts, revisions and modifications can be made at the Legislative level, as needed. In addition, another across the board departmental cut can be implemented again if numbers indicate the need to do so. The 2021 budget will be available by July 6, 2020 for departments to start entering information.

Legislator Weston asked Mr. Bailey if the cuts made are a one-time cut. Legislator Sullivan stated this would be a Legislature decision. Mr. Bailey stated a directive could be added to the 2021 instructions regarding the potential for additional cuts, if necessary. Legislator Sullivan stated she is of the opinion that everything should be made clear until more information is known. Chair Sauerbrey stated the County might not know the amount of cuts until August or even later in the year because the State has not given any information yet, and they are already beginning to see things happening with State grant money being held or suspended. Mr. Bailey stated the departments need to be communicative with the Legislature and himself when they see reductions coming in.

Mr. Bailey asked the Legislature to review and provide feedback on the 10% cuts he has distributed to them so far.

Legislator Sullivan stated the outside agencies need to be prepared for additional budgetary directives regarding funding from the County.

Mr. Bailey stated outside agencies have been fully funded for 2020, therefore, proposed their 2021 allocation be reduced to the same 10% cut County departments implemented this year. Mr. Bailey reported the 10% budgetary cut would withhold \$104,000 for 2021. Mr. Bailey proposed sending a letter to the outside agencies letting them know that due to the COVID-19 pandemic, the Legislature would be looking to zero increases for 2021 funding, as well as implementing a 10% budget cut going forward.

Legislator Sullivan stated she is of the opinion that the outside agencies should be informed the budgetary cut would be at least 10% and possibly more. Legislator Roberts stated he is of the opinion that outside agencies should be informed of a 20% budgetary cut since the County was unable to cut any of their 2020 allocations. It was the consensus that a letter be written to the outside agencies from the Budget Officer and Legislature letting them know to expect at least a 10% cut, if not more.

**Approval of June 4, 2020 Work Session Minutes:** On motion of Legislator Hollenbeck, seconded by Legislator Balliet, the June 4, 2020 minutes were unanimously approved.

**Action Item:**

**ACTION ITEMS FROM JUNE 4, 2020:**

**ACTION ITEM #1- 6/4/2020 – Personnel Non-Union Salary Study**

Personnel Officer O'Rourke stated the Governor has charged NY State Civil Service Department with conducting a Statewide Pay Equity Study. Ms. O'Rourke reported there is

still a lot to be determined, but NY State Civil Service Department has reached out for volunteers to provide input on jobs at the local level and she has offered to be a part of that.

**Other:**

- **Governor's Executive Order 203** - Chair Sauerbrey reported on the Governor's Executive Order 203 stating this order mandates any local government with a policing agency to perform a comprehensive review of their policing deployments, strategies, procedures, and practices. It further instructs the chief executive of the local government to convene the head of the local police agency, and stakeholders in the community to develop a plan, which is offered for public comment, and thereafter adopted by resolution or local law no later than April 1, 2021. Chair Sauerbrey stated this must be done or State and Federal funding could be lost. Chair Sauerbrey further stated this is not something she wants to do alone and the whole Legislature needs to be engaged in this effort with guidance of the County Attorney and Sheriff.

Legislator Standinger stated he is more than willing to assist.

County Attorney DeWind stated that so far guidance on this has been unclear. Once a review has taken place and input is given regarding what is working well and what is not, a plan needs to be developed to implement any corrective action. This plan is the deliverable that has to be provided to the State to ensure the County receives funding. Attorney DeWind believes further directives on the process will be forthcoming. The intent of this is to have open engagement between the community and law enforcement.

Legislator Sullivan stated she is of the opinion that the Sheriff should head up this effort because he knows better than anybody who the stakeholders are. Attorney DeWind stated the way the order is written, he believes it has to be at a level higher than the Sheriff. Attorney DeWind reported law enforcement should not head the process, but have a part in the discussion. Ultimately, it is the Legislature and the Legislative Chair that are supposed to be driving this, how it's going to work, who's going to be invited to participate, and how the meetings will be run.

- **July Legislative Committees and Meetings** – Chair Sauerbrey reported the regular schedule for committee meetings will resume in July for in-person attendance, but will continue to take place in the Hubbard Auditorium. This will also include the Legislative Worksessions and regular Legislature meeting. Chair Sauerbrey reported the July Legislative Meeting would be honoring employees who are retiring as well as the Employee Recognition Committee honoring employees with 25 and 30-years of service. Chair Sauerbrey reported all of these meetings would be open to the public and media, therefore, discontinuing the Zoom meetings. Discussion ensued regarding spacing for social distancing, however, it was determined this would not be an issue.
- **Department of Motor Vehicles** - Chair Sauerbrey reported the DMV is open by appointment only and seems to be working well. Chair Sauerbrey reported appointments are made on the County website and the County Clerk and Deputy County Clerk are monitoring the situation. Chair Sauerbrey reported she believes Tioga County had the first official opening in Region 6.

- **Southern Tier Control Room Calls** - Chair Sauerbrey reported she continues to participate in the daily control room calls with the Southern Tier elected officials and New York State about the phased-in openings. Chair Sauerbrey reported she is continuing to receive complaints via Public Health and the New York State dedicated hotline, which are being addressed accordingly. Chair Sauerbrey reported some of the complaints are the result of miscommunication.
- **Ag District Eight-Year Review Public Hearings** - Legislative Clerk Haskell reminded the Legislators that she needs a Legislative quorum of five Legislators to attend the Ag District Eight-Year Reviews in the Towns of Owego and Candor. Ms. Haskell reported Ag District #2 (Towns of Owego and Nichols) public hearing is scheduled for July 27, 2020 at 1:00 p.m. at the Owego Town Hall and Ag District #1 (Towns of Barton, Candor, Spencer and Tioga) public hearing is scheduled for August 25, 2020 at 1:00 p.m. at the Town of Candor Hall. Ms. Haskell will send an email reminder to the Legislators with the date, time, and location for these public hearings.
- **Board of Ethics Vacancies** - Ms. Haskell reported there are now two Ethics Board vacancies. A meeting of the Ethics Board will have to be held soon, so appointments are needed as soon as possible. Attorney DeWind stated the majority of members on the Board cannot be county or municipal employees or officials and currently there are already two serving on the Board, so they need to look elsewhere to fill these vacancies. Legislator Standinger stated he has someone in mind and will get back with the name once confirmed.
- **Board of Health Recommendation for Public Health Recognition** - Legislator Standinger stated he attended the Board of Health meeting and they are going to recognize the Public Health Department for their work during the COVID-19 pandemic and would like the Legislature to do the same. Chair Sauerbrey stated she would like to do a recognition at the August 11, 2020 Legislature meeting. Chair Sauerbrey requested this topic of discussion be added as an Action Item.

With no confidential topics for discussion, an Executive Session was not needed.

Meeting adjourned at 10:50 a.m.

Minutes submitted by Diane Stephens