



## LEGISLATIVE SUPPORT AGENDA *THURSDAY, MARCH 7, 2024*

### MINUTES

- Approval of February 8, 2024 minutes

### FINANCIAL

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

### OLD BUSINESS

- February 2024 Meetings
- Fixed Assets Inventory/Tagging of Chairs

### NEW BUSINESS

- 2024 NYSAC Directory Update
- Introduction of Local Law Introductory No. A of 2024
- Public Hearing: Local Law introductory No. A of 2024 – 3/21/24 @ 10:00 AM
- March 2024 Legislative Meeting

### PERSONNEL

- None

### RESOLUTIONS

- C25 – Schedule Public Hearing Local Law Introductory No. A of 2024

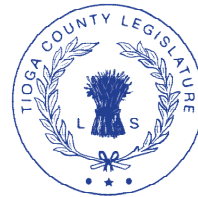
### PROCLAMATIONS

- 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](http://www.TiogaCountyNY.gov)

**Cathy Haskell** Legislative Clerk **Amy Eiklor** Deputy Legislative Clerk

## Legislative Support Minutes

February 8, 2024

1:00 p.m.

### ATTENDANCE

**Legislators:** Legislators Brown, Ciotoli, Flesher, Monell, Mullen, Roberts, Sauerbrey, and Standinger were present with Legislator Weston being absent.

**Staff:** Legislative Clerk Haskell, County Attorney DeWind, Personnel Officer Parke, ED&P Deputy Director Woodburn, Sustainability Manager Pratt, and Commissioner of Public Works Hammond

**Guests:** None

### APPROVAL OF MINUTES

Legislator Brown made the motion, seconded by Legislator Monell to approve the January 4, 2024 Legislative Support minutes, as written. Motion carried.

### FINANCIAL

**2024 YTD Budget Report:** The 2024 Legislative Office YTD Budget Report is included in today’s committee agenda packet and was mailed to all Legislators and posted on the County website prior to this meeting. Ms. Haskell reported 9.1% utilization.

**County Auditor Accounts Payable Report:** Legislative Clerk Haskell reported the following accounts payable report for the month of January 2024 and noted this report is included in today’s committee agenda packet. Ms. Haskell reported we are continuing to audit and process 2023 invoices based on year-end encumbered purchase orders.

Month	AP Invoices	AP Total	P-Card Transactions	P-Card Total
January	669	\$2,071,464.07	175	\$50,277.67

### OLD BUSINESS

#### January 2024 Meetings:

Minutes were taken, typed, copied, indexed, and recorded for the Legislature and Journal of Proceedings for the following Legislature meetings in January 2024:

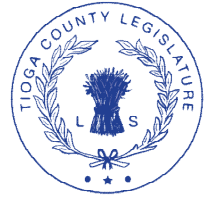
- First Special and Organizational Meeting – January 2, 2024
  - First Regular Legislature Meeting – January 9, 2024

The Legislative Clerk attended the following meetings/events in January 2024:

- First Special and Organizational Meeting – January 2, 2024
- Legislative Standing Committees – January 2 and 4, 2024
- Legislative Worksessions – January 4 and 18, 2024

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- Finance, Legal & Safety Committee – January 9, 2024
- First Regular Legislature Meeting – January 9, 2024
- Strategic Plan Draft Review w/Legislators Roberts & Sauerbrey
- W-2, 1099, & 1095 Processing Meeting w/Personnel & Finance – January 19, 2024
- Leaders Meeting – January 23, 2024

**Annual Safety Trainings:** Ms. Haskell reminded the Legislature to complete the Annual Safety Trainings.

## NEW BUSINESS

**Legislative Office Reconfiguration** – Ms. Haskell reported the office area where the Legislator mailboxes were previously located has been cleared out to create office space for the County Administrator. Buildings and Grounds built and installed new Legislator mailboxes in the office area next to the Legislative Chair's office.

**Public Hearing: Ag District Land Inclusions** - Ms. Haskell reported a Public Hearing is scheduled for February 22, 2024 at 10:00 a.m. in the Legislative Conference Room. County Planning Director Jardine will be presenting.

**Public Hearing: NYS CDBG Microenterprise Grant Application** – Ms. Haskell reported a second Public Hearing is scheduled for February 22, 2024 at 10:05 a.m. in the Legislative Conference Room. Economic Development Specialist Schnabl will be presenting. Ms. Haskell reported legal notices will be published in the designated newspapers and meeting notices posted on the County website and Legislative bulletin board. Ms. Haskell reported a quorum is required to conduct the hearing. The Legislative Worksession will commence immediately following this public hearing.

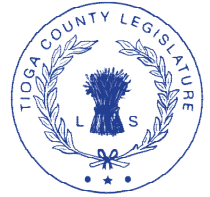
Ms. Haskell reported legal notices will be published in the designated newspapers and meeting notices posted on the County website and Legislative bulletin board for both public hearings. Ms. Haskell reported a quorum is required to conduct the hearings. The Legislative Worksession will commence immediately following the second public hearing.

**Cyber Security Training:** Ms. Haskell reminded the Legislature the ITCS Department emailed notification for the required cyber security training to be completed no later than March 29, 2024.

**Annual Review of County Policies/Attestation:** Ms. Haskell reminded the Legislature the Law Department emailed notification for the required annual review of County policies/attestation to be completed no later than March 31, 2024.

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**Financial Disclosures:** Ms. Haskell reminded the Legislature the Law Department emailed notification for the required Financial Disclosures to be completed no later than May 15, 2024. Ms. Haskell distributed hard copies at today's meeting.

**Legislative Office 2023 Annual Report:** Ms. Haskell reported she completed the annual report for the Legislative Clerk/County Auditor, and it is included in today's meeting packet and posted to the County website.

## February 2024 Legislative Meeting:

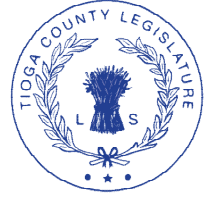
- **Prayer, Pledge, Voting:** Legislator Brown will lead us in the prayer, pledge and voting process at the February 13, 2024 Legislature meeting.
- **Recognition Resolutions:** We have no recognition resolutions for the February Legislative meeting.
- **Proclamations:** We have no proclamations for the February Legislative meeting.
- **Appointments:** Chair Sauerbrey will make the following appointments at the February 13, 2024 Legislature meeting:
  - **CSEA Contract Negotiations Committee:**
    - Legislator Ciotoli
    - Legislator Standing
    - Personnel Officer Parke
    - Commissioner of Public Works Hammond
    - Deputy Commissioner of Social Services Myers
  - **ED&P Legislative Standing Committee:**
    - Legislator Ciotoli – 2/13/24 – 12/31/24
- **Resolutions:** All resolutions presented by the Departments at their respective Legislative Standing Committees were reviewed for Legislature consideration at the February 13, 2024 Legislature meeting.
- **Late-File Resolutions:** Ms. Haskell reported she is expecting a late-file resolution to be presented at the Finance, Legal & Safety Committee on February 13, 2024.

## PERSONNEL

- Deputy Legislative Clerk returns from Family Medical Leave on February 20, 2024.

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## RESOLUTIONS

- Authorizing Chair of the Tioga County Legislature to Sign Dean Creek Pelto and Pylkas Dam Rehabilitation Plans

## OTHER

None

## EXECUTIVE SESSION

None

## ADJOURNMENT

Meeting adjourned at 1:48 p.m.

Respectfully submitted,

*Cathy Haskell*

Legislative Clerk

DRAFT



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 02

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>A1010 Legislative Board</b>								
A1010	510010 Full Time	283,946	0	283,946	37,709.14	.00	246,236.86	13.3%
A1010	510050 All other(On Call,	9,894	0	9,894	1,746.06	.00	8,147.59	17.6%
A1010	540010 Advertising	350	0	350	49.10	.00	300.90	14.0%
A1010	540140 Contracting Servic	100	0	100	.00	.00	100.00	.0%
A1010	540180 Dues	100	0	100	100.00	.00	.00	100.0%
A1010	540320 Leased/Service Equ	2,600	0	2,600	84.01	.00	2,515.99	3.2%
A1010	540340 Literature	545	0	545	306.03	.00	238.97	56.2%
A1010	540390 Mileage Expense	3,650	0	3,650	48.37	.00	3,601.63	1.3%
A1010	540420 Office Supplies	700	0	700	.00	.00	700.00	.0%
A1010	540480 Postage	215	0	215	.00	.00	215.00	.0%
A1010	540485 Printing/Paper	150	0	150	.00	.00	150.00	.0%
A1010	540520 Recording/Microfil	450	0	450	.00	.00	450.00	.0%
A1010	540640 Supplies (Not Offi	400	0	400	.00	.00	400.00	.0%
A1010	540660 Telephone	955	0	955	.00	.00	955.00	.0%
A1010	540732 Training/County Re	3,950	0	3,950	1,392.00	.00	2,558.00	35.2%
A1010	581088 State Retirement F	52,514	-26,985	25,529	5,513.52	.00	20,015.55	21.6%
A1010	583088 Social Security Fr	0	16,672	16,672	3,245.64	.00	13,426.41	19.5%
A1010	584088 Workers Compensati	22,853	-10,626	12,227	2,144.96	.00	10,082.18	17.5%
A1010	585588 Disability Insuran	204	-85	119	20.88	.00	97.91	17.6%
A1010	586088 Health Insurance F	37,696	94,487	132,183	29,033.70	.00	103,149.09	22.0%
A1010	588988 Eap Fringe	76	77	153	28.44	.00	124.88	18.5%
TOTAL Legislative Board		421,348	73,540	494,888	81,421.85	.00	413,465.96	16.5%
TOTAL General Fund		421,348	73,540	494,888	81,421.85	.00	413,465.96	16.5%
TOTAL EXPENSES		421,348	73,540	494,888	81,421.85	.00	413,465.96	



**Tioga County**  
**YEAR-TO-DATE BUDGET REPORT**

FOR 2024 02

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	421,348	73,540	494,888	81,421.85	.00	413,465.96	16.5%

\*\* END OF REPORT - Generated by Haskell, Cathy \*\*

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## COUNTY AUDITOR ACCOUNTS PAYABLE UPDATE – FEBRUARY 2024

<b>MONTH/ QUARTER</b>	<b>AP INVOICES</b>	<b>AP INVOICE TOTALS</b>	<b>P-CARD TRANSACTIONS</b>	<b>P-CARD TOTAL</b>
February	880	\$2,888,872.15	187	\$41,647.43



# 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 2024.

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 Section 11-0935) has been extended from December 31, 2023 to December 31, 2025. Tioga County previously participated in this pilot program by way of Local Law No. 3 of 2021 with a sunset date of December 31, 2023. 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. NYSDEC's Report to the New York State Senate and Assembly *Deer Hunting by 12-and 13-Year Old Hunters dated February 1, 2024*, found the statewide program to be a success with 52 out of NYS's 54 eligible counties participating during the first three years of the pilot program. During the two-year program, over 9,600 youth hunters participated. On safety, the report states, "no hunting-related shooting incidents, violations, or license revocations involving 12- and 13-year old hunters were reported/occurred during the first two years of the pilot program" further determining that "youth hunters are the safest group of hunters."

The enacted 2023-2024 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 2025 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

## TO BE INTRODUCED

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 include rifles, shotguns, and muzzle loaded firearms or crossbow through 2025.

### 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.

## **TO BE INTRODUCED**

### SECTION 4: LOCAL LAW FILING REQUIREMENTS

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

### 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 immediately upon filing and publication in accordance with Section 27 of the Municipal Home Rule.

REFERRED TO:

LEGISLATIVE WORKSESSION

RESOLUTION NO. -24

SCHEDULE PUBLIC HEARING  
LOCAL LAW INTRODUCTORY NO. A OF 2024

RESOLVED: That a Public Hearing shall be held on Thursday, March 21, 2024 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. A of 2024 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.