



## **Tioga County Worksession Minutes** **January 4, 2024 – 1:00 p.m.**

### **Legislators Present:**

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

### **Legislators Absent:**

Legislator Monell  
Legislator Weston

### **Guests:**

None

### **Staff present:**

Peter DeWind, County Attorney  
Cathy Haskell, Legislative Clerk  
Linda Parke, Personnel Officer  
LeeAnn Tinney, ED&P Director

**Call Meeting to Order:** Chair Sauerbrey opened the meeting at 1:01 p.m.

**CCE Lease Discussion:** Chair Sauerbrey asked Legislative Clerk Haskell to explain the proposal received from the CCE SNAP-Ed NY Nutrition Educator regarding expansion of the current lease agreement. Ms. Haskell reported the County currently has a lease agreement established with CCE to allow for the SNAP-ED NY Nutrition Educator to utilize the commercial kitchen space in the basement of the Ronald E. Dougherty County Office Building during regular business hours of 8:30 a.m. – 5:00 p.m. Monday – Friday except for holidays when the County is closed.

The CCE SNAP-Ed NY Nutrition Educator emailed Chair Sauerbrey and Legislative Clerk Haskell requesting an expansion on the kitchen lease agreement by way of establishing an office space in the kitchen area, Wi-Fi access, custodial services, and supplying paper products for the purpose of utilizing the space more efficiently for her position. Chair Sauerbrey responded with numerous questions to gain a better understanding of the request. Specifically, the

request was to increase the days and times of usage to 3-4 days per week, 3-4 hours at a time, office space in the kitchen area where she could conduct monthly one hour check in meetings with the leadership team consisting of two additional members, occasionally allowing a new employee to shadow her in the kitchen, custodial services consisting of trash removal, sweeping, mopping, and replacement of paper towels in the dispenser. She indicated there would be no public access to this space, no need for construction regarding the office space, office furniture would be supplied by CCE, and that she has a budget for custodial services.

Ms. Haskell reported discussion occurred at the Public Works Committee prior to this meeting.

Chair Sauerbrey reported due to the County's security policy, the public is not allowed in this restricted area and the previous seated Legislature agreed that we would not allow occupancy in the basements of the County buildings due to previous flooding issues.

County Attorney DeWind reported the lease does limit the use of space to just commercial kitchen operations and this request would expand the usage to office space. Ms. Haskell reported the request for increased hours is a moot point, as the current lease agreement allows usage Monday – Friday during regular County hours. County Attorney DeWind reported the lease is clear that the County is not responsible for cleaning services. Chair Sauerbrey reported there is guest Wi-Fi access available in the basement.

After discussion at today's meetings, the Legislature was not in favor of granting the request for an expansion of the current lease agreement.

**ACTION ITEM: Chair Sauerbrey will respond to the email request and advise of the Legislature's decision to not grant an expansion of the current lease agreement. Chair Sauerbrey will further advise of the days/hours in the current lease agreement and the availability of guest Wi-Fi access.**

**Approval of Worksession Minutes:** On motion of Legislator Ciotoli, seconded by Legislator Brown, the December 7, 2023 minutes were unanimously approved.

### **Action Items:**

#### **ACTION ITEM #1 – 12/7/23 – December 21, 2023 Legislative Worksession –**

Ms. Haskell reported the December 21, 2023 Legislative Worksession meeting cancellation was properly noticed through the media, website, and Legislative Office bulletin boards. **This action item is completed and will be removed from the Action List.**

#### **ACTION ITEM #2 – 12/7/23 –Strategic Plan Update**

Legislator Roberts reported another draft of the Strategic Plan was received and upon initial review additional corrections are required, therefore, Chair Sauerbrey and Legislator Roberts will meet next week for another review before submitting revisions to the consultants for an updated draft to bring forth to the Legislators. **This action item will be carried forward to the January 18, 2024 Legislative Worksession.**

### **ACTION ITEM #3 – 12/7/23 – EMS Position Reclassification**

County Attorney DeWind reported there are no conflicts with the reclassification of this County position and the staff member's outside employment. **This action item is completed and will be removed from the Action List.**

**Legislative Support:** Ms. Haskell presented her Legislative Support committee report and minutes are documented.

**Resolutions:** Ms. Haskell reviewed the agenda and resolutions for the January 9, 2024 Legislature meeting. Ms. Haskell reported she is expecting additional late-file resolutions from the Treasurer's Office and Board of Elections to be reviewed at the Finance, Legal & Safety Committee on January 9, 2024.

### **Other:**

- ***Solar PILOT Proposal:*** ED&P Director Tinney reported the Legislature adopted a resolution in February 2023 authorizing Chair Sauerbrey's signature on a solar PILOT for the Farmer Brown project in the Town of Owego. The PILOT agreement noted there would be a 4.95-megawatt facility at \$8,500 per megawatt equating to \$42,500 being paid plus a 2% escalation clause over a 15-year term. Ms. Tinney presented the original resolution and Exhibit B, which outlines the breakdown of the lump sum payment. Ms. Tinney reported the County's position regarding solar PILOTS is that payment would be divided into equal thirds amongst the taxing jurisdictions and that is what was put forth and agreed upon by the Legislature for this project. Ms. Tinney reported the school district is not in favor of receiving a third of the payment, as they believe they should be entitled to whatever the ordinary breakdown would be or roughly 60%.

The Town of Owego requested Ms. Tinney to bring forth a revised Exhibit B schedule that would basically carve out the school district and allow the Town of Owego and the County to continue with the original agreement and re-working the PILOT agreement to reflect the change of only two of the three taxing jurisdictions moving forward with this agreement. This would allow the solar company and school district to negotiate their own agreement.

County Attorney DeWind reported there would be more work to do and we may have to consult with the State to determine if we can move forward without involving all the taxing jurisdictions, but it does allow for some individual decision on the basis of the Town, County, or School District to have different requirements for opting in or opting out of Section 487 of the Real Property Tax Law. Ms. Tinney reported the request from the Town of Owego at this time is whether the County would be willing to explore this option.

***ACTION: The Legislature agreed to allow ED&P Director Tinney and County Attorney DeWind to further explore this option with the Town of Owego. Ms. Tinney reported if the Legislature is agreeable, she will plan to present an amended resolution for this PILOT agreement in February.***

- ***Pop-Up Career Fair:*** Personnel Officer Parke reported the County is hosting a pop-up career fair in the Hubbard Auditorium on January 10, 2024 from 9:00 a.m. – 12:00 p.m. Ms. Parke reported the event has been advertised via newspaper, radio, TV, and social

media. Departments that have vacancies will be in attendance to answer questions regarding their available positions.

Chair Sauerbrey reported this has been a successful collaborative effort with the Departments and staff. Chair Sauerbrey reported one of the goals for this year is to fill positions and become fully staffed.

**Executive Session:** Motion by Legislator Roberts, seconded by Legislator Mullen, to move into Executive Session to discuss matters pertaining to the medical history of particular individuals at 2:13 p.m. Motion carried. Motion by Legislator Bown to adjourn, seconded by Legislator Ciotoli. Executive Session adjourned at 2:29 p.m.

Meeting adjourned at 2:29 p.m.

Next Worksession scheduled for Thursday, January 18, 2024, at 10:00 a.m.

Respectfully submitted,

*Cathy Haskell*

Legislative Clerk