



Legislative Support Minutes

September 9, 2021

Legislator Attendance: Legislators Balliet, Hollenbeck, Monell, Mullen, Roberts, Sauerbrey, Standinger, Sullivan, and Weston were present.

Staff Attendance: Legislative Clerk Haskell, Deputy Legislative Clerk Eiklor, County Attorney DeWind, Personnel Officer O'Rourke, Public Health Director McCafferty, Sheriff Howard, Chief Information Officer Loveland, Budget Officer Bailey, and Chief Accountant Jerzak were present.

MINUTES:

Approval of August 5, 2021 Legislative Support Minutes:

Legislator Roberts made the motion, seconded by Legislator Hollenbeck to approve the August 5, 2021 Legislative Support minutes, as written. Motion carried.

FINANCIAL:

2021 YTD Budget and Fringe Reports:

Financial reports for August 2021 were emailed to all Legislators with no issues of concern noted.

OLD BUSINESS:

August Legislative Meetings: Minutes were taken, typed, copied, indexed, and put on disc for the Legislature and Journal of Proceedings for the following meeting:

- **Public Hearing: CDBG Tioga Mobile Dental Van Services – August 5, 2021**
 - **Eighth Regular Legislature Meeting – August 10, 2021**
 - **Fourth Special Legislature Meeting – August 19, 2021**

Meetings Attended:

- Legislative Worksessions – August 5 and 19, 2021
- Public Hearing: CDBG Tioga Mobile Dental Van Services – August 5, 2021
- Munis Training Development Team Meeting – August 9, 2021
- Eighth Regular Legislature Meeting – August 10, 2021
- Countywide Shared Services Plan Meeting – August 11, 2021
- Executive Team Meeting – August 12, 2021
- COVID Planning Meeting – August 12, 2021
- Fourth Special Legislature Meeting – August 19, 2021

Board of Ethics Vacancy: Ms. Haskell reminded the Legislature of the Board of Ethics vacancy as of March 31, 2021.

Office of the Legislative Clerk

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



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

911 Surcharge Bill – With the recent NYS governorship change, Ms. Haskell reported she contacted Senator Akshar’s Office regarding the 911 Surcharge Bill and whether any additional action was required on the part of the County. Ms. Haskell reported the Senator’s Office indicated no further action is required and the Bill is awaiting Governor Hochul’s signature.

NYSAC Inaugural Luncheon – Ms. Haskell reported she will be attending the NYSAC Inaugural Luncheon on September 14, 2021 as Chairwoman Sauerbrey will be sworn-in as the NYSAC President.

Munis Trainings: Ms. Haskell reported the County’s in-house Munis trainings are resuming in September, as she will be conducting an Accounts Payable training on September 28, 2021.

In addition, the Munis Development Team expressed interest in additional module training through Tyler Technologies for Fixed Assets, Contract Entry, Project Ledger and Grant Accounting, and Payroll (specifically related to the NYS Enhanced Retirement). Ms. Haskell reported she is working with our Tyler Technologies Project Manager to schedule implementers to conduct these webinar trainings. Ms. Haskell reported the Fixed Asset training is scheduled for September 24, 2021 and, in addition to the Munis Development Team, County Clerk Klett and the new Director of Assets and Record Management, Tracy Savard, will also be in attendance.

NEW BUSINESS:

Fifth Special Legislature Meeting – This meeting was held just prior to the commencement of the September 9, 2021 Legislative Worksession for Legislature consideration of the following resolution presented by the Department of Public Works:

- **Award Bridge Preventative Maintenance Phase VII, PIN 9754.31 Construction Contract**

Ninth Regular Legislature Meeting – September 16, 2021 – Ms. Haskell reported the September Legislature meeting has been rescheduled to September 16th at 12:00 p.m. with Finance, Legal & Safety Committee meeting just prior at 10:30 a.m.

- **Prayer, Pledge, Voting Process** - Legislator Mullen will lead the Legislature in the prayer, pledge, and voting process.

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- **Proclamations:** Ms. Haskell reported there are three (3) proclamations that will just be noted in the minutes of the September 16, 2021 Legislature meeting:
 - ✓ **National Recovery Month**
 - ✓ **National Suicide Prevention Awareness Month**
 - ✓ **National Preparedness Month**

- **Resolutions:** All resolutions presented through the Department's respective committees were reviewed for the August 10, 2021 Legislature meeting. Ms. Haskell reported she is unaware of any late-file resolutions at this time.

PERSONNEL:

None

Respectfully submitted,

Cathy Haskell

Legislative Clerk