



FINANCE, LEGAL & SAFETY COMMITTEE

May 12, 2026

10:30 A.M.

- APPROVAL OF MINUTES: April 14, 2026

- FINANCIAL
 - Safety
 - Law
 - Translation Services

- OLD BUSINESS
 - Litigation and Claims
 - Ethics Board Appointment
 - Tolls
 - Title VI

- NEW BUSINESS
 - Gender-Based Violence and the Workplace Policy
 - DPW Seasonal Workers

- PERSONNEL
 - 3rd Assistant County Attorney Vacancy
 - Safety Officer's Vacation

- RESOLUTIONS
 - RE-APPOINT MEMBER TO BOARD OF ETHICS
 - AUTHORIZE ACCEPTANCE OF YEAR FOUR FUNDING FROM THE NYS OFFICE OF INDIGENT LEGAL SERVICES AND ACCEPT YEAR FOUR FUNDING FOR THE SECOND HURRELL-HARRING GRANT AND AMEND THE 2026 BUDGET
 - AUTHORIZE APPOINTMENT OF GRANTS AND PROGRAMS ADMINISTRATIVE ASSISTANT (PT) IN THE ASSIGNED COUNSEL OFFICE
 - AUTHORIZE CONTRACT FOR CONSULTANT SERVICES FOR THE ASSIGNED COUNSEL PROGRAM

- PROCLAMATIONS

- N/A

- EXECUTIVE SESSION

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- ADJOURNMENT

Office of the County Attorney

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

Peter J. DeWind County Attorney ☎ 607 687 8253 📠 607 223 7003 🌐 www.TiogaCountyNY.com



FINANCE, LEGAL AND SAFETY COMMITTEE

April 14, 2026

10:30 A.M.

ATTENDANCE:

Legislators: Chair Monell, Ciotoli, Standinger, Aronstam, Rose, Cantella, Bunce, Brown

Staff: Legislative Clerk Haskell, County Attorney DeWind, Accounting Associate Nickels, Chief Accountant Schurter, Safety Officer Holbrook, Personnel Officer Parke, County Administrator Bailey, Payroll Coordinator Potter

Guest(s): N/A

APPROVAL OF THE MINUTES: Legislator Bunce asked for a motion to approve March 10, 2026, minutes. Legislator Cantella made the motion seconded by Legislator Rose and was unanimously carried.

FINANCIAL: Safety and Legal's budget are tracking well for the year.

OLD BUSINESS:

- **Litigation and Claims:** There are new claims that will be discussed during Executive Session.
- **Ethic Board Appointments:** Currently there are two vacancies on the Ethics Board. Next month a resolution will be presented for the re-appointment of the Minority Chair's nominee.

NEW BUSINESS:

- **County Vehicles:** The matter of damage to County-owned vehicles has been a recurring topic in recent committee meetings. County Attorney DeWind underscored that unreported incidents are ineligible for insurance coverage, creating a budgetary challenge for departments seeking repairs. Consequently, a determination is required regarding the threshold at which repair costs shift from a County-wide expense to an individual departmental liability. To address this, the comprehensive vehicle policy is currently being updated to include more stringent reporting requirements and clearly defined ramifications for non-compliance. The revised policy will be submitted to the Legislature for formal approval.

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- **Fraudulent Tolls:** The feasibility of E-Z Pass for departmental vehicles has been previously discussed. However, the current prevalence of fraudulent toll claims would make automated billing difficult to manage. Procedures need to be developed to formalize the timeline for both payment and the reporting of fraudulent activity to ensure the County is not held liable for unauthorized charges.
- **Hearing Conservation Program:** The annual hearing conservation testing for Public Works and Public Health Dental Van employees will be onsite tomorrow morning at Delphine Street.

PERSONNEL

- **3rd Assistant County Attorney Vacancy:** There continues to be no interest in this position.
- **County Attorney DeWind** will be on vacation for a week next month.

RESOLUTIONS: AUTHORIZE ACCEPTANCE OF A GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES AND AMEND ASSIGNED COUNSEL AND PUBLIC DEFENDER'S 2026 BUDGET and AUTHORIZE ACCEPTANCE OF A GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES AND AMEND ASSIGNED COUNSEL AND PUBLIC DEFENDER'S 2026 BUDGET were moved into full Legislative session without further questions.

PROCLAMATIONS: Fair Housing Month

EXECUTIVE SESSION: County Attorney DeWind requested an Executive Session to discuss litigation matters. Legislator Brown made the motion and was seconded by Legislator Cantella at 11:11:06 A.M. Legislator Brown made a motion to exit Executive Session which was seconded by Legislator Ciotoli at 11:23 A.M.

ADJOURNMENT: Legislator Bunce adjourned the Finance, Legal and Safety Committee meeting at 11:24 A.M.

Respectfully submitted,

Christine Freyvogel

Paralegal to the County Attorney



TIOGA COUNTY, NEW YORK

Tioga County 2026 SAFETY BUDGET REPORT

FOR 2026 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
CI Liability Insurance Fund							
CI8042 504 Coordinator/Safety							
CI8042 424010 Interest And Earn	0	0	0	-1,109.97	.00	1,109.97	100.0%
CI8042 510010 Fulltime	63,188	0	63,188	18,493.98	.00	44,694.02	29.3%
CI8042 540070 Car Maintenance	1,000	0	1,000	.00	.00	1,000.00	.0%
CI8042 540140 Contracting Servi	164,500	0	164,500	36,817.88	126,082.12	1,600.00	99.0%
CI8042 540140 M7674 Contracting	0	14,763	14,763	11,991.03	2,772.25	.00	100.0%
CI8042 540220 Automobile Fuel	200	0	200	.00	.00	200.00	.0%
CI8042 540340 Literature	50	0	50	.00	.00	50.00	.0%
CI8042 540410 Nursing Supplies	2,000	0	2,000	367.00	.00	1,633.00	18.4%
CI8042 540420 Office Supplies	400	0	400	119.22	.00	280.78	29.8%
CI8042 540480 Postage	75	0	75	.00	.00	75.00	.0%
CI8042 540640 Supplies (Not off	600	0	600	220.27	.00	379.73	36.7%
CI8042 540733 Training/All othe	2,500	0	2,500	160.50	.00	2,339.50	6.4%
CI8042 581088 State Retirement	9,040	0	9,040	3,458.16	.00	5,581.84	38.3%
CI8042 583088 Social Security F	4,854	0	4,854	1,356.78	.00	3,497.22	28.0%
CI8042 584088 Workers Compensat	1,145	0	1,145	379.12	.00	765.88	33.1%
CI8042 585588 Disability Insura	55	0	55	17.76	.00	37.24	32.3%
CI8042 586088 Health Insurance	18,101	0	18,101	9,458.08	.00	8,642.92	52.3%
CI8042 588988 Eap Fringe	15	0	15	4.72	.00	10.28	31.5%
TOTAL 504 Coordinator/Safety	267,723	14,763	282,486	81,734.53	128,854.37	71,897.38	74.5%
TOTAL Liability Insurance Fund	267,723	14,763	282,486	81,734.53	128,854.37	71,897.38	74.5%
TOTAL REVENUES	0	0	0	-1,109.97	.00	1,109.97	
TOTAL EXPENSES	267,723	14,763	282,486	82,844.50	128,854.37	70,787.41	
GRAND TOTAL	267,723	14,763	282,486	81,734.53	128,854.37	71,897.38	74.5%

** END OF REPORT - Generated by Freyvogel, Christine **



TIOGA COUNTY, NEW YORK

Tioga County 2026 LEGAL BUDGET REPORT

FOR 2026 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A1420 Law							
A1420 412706 Shared Services-At	-50,079	0	-50,079	.00	.00	-50,079.00	.0%*
A1420 510010 Full Time	190,013	0	190,013	56,057.70	.00	133,955.30	29.5%
A1420 510020 Part Time/Temporar	43,098	0	43,098	12,714.76	.00	30,383.24	29.5%
A1420 520090 Computer	0	314	314	314.41	.00	.00	100.0%
A1420 520200 Office Equipment	450	-314	136	.00	.00	135.59	.0%
A1420 540000 Contract Expense	500	0	500	1.25	438.77	59.98	88.0%
A1420 540010 Advertising	250	0	250	.00	.00	250.00	.0%
A1420 540040 Books	1,500	0	1,500	.00	.00	1,500.00	.0%
A1420 540180 Dues	2,400	0	2,400	658.00	.00	1,742.00	27.4%
A1420 540330 Legal Fees	65,000	18,844	83,844	18,450.00	26,325.00	39,068.75	53.4%
A1420 540331 Legal Fees-Adolesc	1,500	0	1,500	500.00	.00	1,000.00	33.3%
A1420 540390 Mileage Expense	500	0	500	242.15	.00	257.85	48.4%
A1420 540420 Office Supplies	510	0	510	41.09	.00	468.91	8.1%
A1420 540480 Postage	150	0	150	68.49	.00	81.51	45.7%
A1420 540485 Printing/Paper	400	0	400	.00	.00	400.00	.0%
A1420 540731 Training/State Req	1,500	0	1,500	150.00	.00	1,350.00	10.0%
A1420 581088 State Retirement F	33,351	0	33,351	6,591.44	.00	26,759.56	19.8%
A1420 583088 Social Security Fr	17,908	0	17,908	5,033.66	.00	12,874.34	28.1%
A1420 584088 Workers Compensati	4,223	0	4,223	1,137.36	.00	3,085.64	26.9%
A1420 585588 Disability Insuran	202	0	202	35.52	.00	166.48	17.6%
A1420 586088 Health Insurance F	66,779	0	66,779	27,889.36	.00	38,889.64	41.8%
A1420 588988 Eap Fringe	54	0	54	14.16	.00	39.84	26.2%
TOTAL Law	380,209	18,844	399,053	129,899.35	26,763.77	242,389.63	39.3%
TOTAL General Fund	380,209	18,844	399,053	129,899.35	26,763.77	242,389.63	39.3%
TOTAL REVENUES	-50,079	0	-50,079	.00	.00	-50,079.00	
TOTAL EXPENSES	430,288	18,844	449,132	129,899.35	26,763.77	292,468.63	
GRAND TOTAL	380,209	18,844	399,053	129,899.35	26,763.77	242,389.63	39.3%

** END OF REPORT - Generated by Freyvogel, Christine **

REFERRED TO:

LEGISLATIVE WORKSESSION
LEGAL/FINANCE COMMITTEE

RESOLUTION NO. -26

RE-APPOINT MEMBER TO BOARD OF ETHICS

WHEREAS: Thomas Hall's first term on the Board of Ethics expired on March 31, 2026; and

WHEREAS: Thomas Hall, a resident of Tioga County, has expressed an interest and willingness to serve another term on the Board of Ethics; therefore be it

RESOLVED: That Thomas Hall, Minority Chair of the Legislature nomination, is hereby re-appointed to the Board of Ethics for a term of April 1, 2026 through March 31, 2029.

REFERRED TO: FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. - AUTHORIZE ACCEPTANCE OF YEAR FOUR
FUNDING FROM THE NYS OFFICE OF INDIGENT
LEGAL SERVICES AND ACCEPT YEAR FOUR
FUNDING FOR THE SECOND HURRELL-HARRING
GRANT AND AMEND THE 2026 BUDGET

WHEREAS: By Resolution No. 432-23 adopted on November 14, 2023, Tioga County entered into a three-year agreement with the New York State Office of Indigent Legal Services for distribution of funds to provide representation to persons legally entitled to counsel but unable to hire an attorney; and

WHEREAS: The allocated amount to Tioga County from NYS Office of Indigent Legal Services for the fiscal year April 2026 – March 2027 is \$917,338.35; and

WHEREAS: It is necessary for Tioga County to adopt the fourth-year funding budget for said distribution in said amount of \$917,338.35; and

WHEREAS: Said funding in the amount of \$917,338.35 needs to be appropriated and the 2026 budget be amended; therefore be it

RESOLVED: That the Tioga County Legislature hereby approves the fourth-year budget Amendment of said distribution in the amount of \$917,338.35; and be it further

RESOLVED: That upon execution of the fourth-year contract amendment, the ILS Second HH Grant of \$917,338.35 subtracting out the \$429,861.15 of Salary and Fringe expenses that Tioga County has already appropriated to the 2026 Budget be amended as follows:

Revenue Account: A1174 430260 AC State Aid Indigent	\$ 291,054.74
A1174 430260 PD State Aid Indigent	\$ 626,283.61

Expense Account: A 1174 510010 Full Time Salary	\$ 34,895.85
A 1174 510020 Part Time Salary	\$ 31,461.94

A 1174 520200 AC Office Equipment	\$ 3,223.62
A 1174 540030 AC Assigned Counsel	\$ 26,666.67
A 1174 540040 PD Books	\$ 2,933.33
A 1174 540040 AC Books	\$ 4,233.33
A 1174 540140 PD Contracted Services	\$ 46,833.33

A 1174 540140 AC Contracted Services	\$	40,666.66
A 1174 540180 PD Dues	\$	1,833.33
A 1174 540280 AC Investigations	\$	46,876.79
A 1174 540280 PD Investigations	\$	29,166.67
A 1174 540390 PD Mileage	\$	5,000.00
A 1174 540420 AC Supplies	\$	4,000.00
A 1174 540550 AC Rent	\$	27,766.67
A 1174 540550 PD Rent	\$	19,500.00
A 1174 540620 AC Software Expenses	\$	21,166.67
A 1174 540620 PD Software Expenses	\$	11,833.33
A 1174 540640 AC Other Supplies/not office	\$	1,916.67
A 1174 540733 AC Training/CLE	\$	5,833.33
A 1174 540733 PD Training/CLE	\$	3,666.67
A1174 540700 AC Transcripts	\$	5,000.00
A 1174 581088 Retirement	\$	-2,353.00
A 1174 583088 Social Security	\$	27,110.67
A 1174 585588 Disability	\$	152.55
A 1174 584088 Workers Comp	\$	8,440.00
A 1174 586088 Health Ins/HRA	\$	79,332.12
A 1174 588988 EAP	\$	320.00

And be it further

RESOLVED: That available funds at year-end of the original \$917,338.35 be carried forward into future years until used.

REFERRED TO:

PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. - 26

AUTHORIZE APPOINTMENT OF
GRANTS AND PROGRAMS
ADMINISTRATIVE ASSISTANT (PT) IN THE
ASSIGNED COUNSEL OFFICE

WHEREAS: Legislative approval is required for any appointments made to a Management/Confidential position within Tioga County; and

WHEREAS: The County has secured a grant through NYS Indigent Legal Services intended to increase legal services provided to Indigent persons; and

WHEREAS: The Grants and Programs Administrative Assistant (PT) position will become vacant on May 15, 2026 due to a resignation; and

WHEREAS: The Assigned Counsel Administrator has identified that the replacement and filling of a part-time non-competitive Grants and Programs Administrative Assistant (17.5 hours per week) position to assist with the administration of the New State Indigent Legal Services Grants and Assigned Counsel Program is necessary; therefore be it

RESOLVED: That the Assigned Counsel Administrator is hereby authorized to appoint Anita Teed to the title of Grants and Programs Administrative Assistant (PT) at an annual Management/Confidential salary of \$25,875, to be paid under organization number A1174, effective May 18, 2026; and be it further

RESOLVED: That this resolution will be null and void if Ms. Teed fails to pass the County mandated criminal background check.

REFERRED TO:

FINANCE COMMITTEE

RESOLUTION NO. -26

AUTHORIZE CONTRACT FOR
CONSULTANT SERVICES FOR THE
ASSIGNED COUNSEL PROGRAM

WHEREAS: Legislative approval is required for the replacement and filling of any position within Tioga County; and

WHEREAS: The County has secured a grant through NYS Indigent Legal Services intended to increase legal services provided to Indigent persons; and

WHEREAS: The current part-time Grants and Program Administrative Assistant Position in the Assigned Counsel Office will become vacant on May 15, 2026 due to a resignation; and

WHEREAS: There is a need to contract with the recently retired Grants and Program Administrative Assistant in the Assigned Counsel Office for continuity of operations and training of the successor; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the County Treasurer to contract with Janice Yuricek for consulting services at the rate of \$50.00 per hour, not to exceed \$5,000.00 effective May 18, 2026; to be paid from the ILS grant fund under organization number A1174 of the County budget.