

Agenda



TIOGA COUNTY LEGISLATURE

12/12/2017

6: 00 PM

EDWARD D. HUBBARD AUDITORIUM
 RONALD E. DOUGHERTY COUNTY OFFICE BUILDING
 56 Main Street
 Owego NY 13827

Meeting called by:

Chair Martha Sauerbrey

Type of meeting:

12th Regular

Attendees:

- Legislator Hollenbeck
- Legislator Huttleston
- Legislator Monell
- Legislator Mullen
- Legislator Roberts
- Chair/Legislator Sauerbrey
- Legislator Standinger
- Legislator Sullivan
- Legislator Weston

Agenda topics

Invocation
 Pledge of Allegiance

Legislator Monell
 Legislator Monell

Proclamations (3)

National Influenza Vaccination Week
 Pearl Harbor Remembrance Day
 Owego Girls Volleyball Team

Recognition Resolution (1)

Recognition Resolution Frank Okrasinki

Privilege of the Floor
 Approval of Minutes

November 14 and 15, 2017

<p>Petitions, Communications & Notices Appointments/Reappointments Reports Standing/Special Committees</p>		
<p>RESOLUTIONS:</p>	<ol style="list-style-type: none"> 1. Increase Rate Paid for Autopsy Cases 2. Fix Time of Organizational Meeting 3. Year End Transfers 4. Authorize Treasurer to Encumber Funds 5. Adopt County Budget for 2018, Appropriations and Salary Schedule 6. Town Tax Levy 7. County Tax Levy 8. Transfer of Funds Budget Modification Mental Hygiene 9. Amend Budget and Transfer an Appropriation of Funds Public Health 10. Transfer of Funds from Contingency Account to Assigned Counsel 11. Transfer of Funds within the Jail Budget 12. Transfer Funds/Fund Self-Insurance Plan Reserve 13. Resolution to approve a Contract between the Tioga County Probation Dept. & The Family and Children's Society to provide adult & juvenile sexual offender treatment services 14. Renew Contract Partners in Safety, Inc. (CDL Drug & Alcohol Testing) 15. Resolution to Renew Consultant Contract for Hazard Mitigation Plan Coordination for 2018 16. Home Rule Request for amendment of New York State Corrections Law 500-c to authorize the Tioga County Correctional Facility to hold persons under arrest for arraignment in any court located in Tioga County-Sheriff's Office 17. Appoint At-Large Member to the STERPDB Regional Board 18. Appoint Member to the Tioga County Board of Health 19. Reappoint Member to the Tioga County Board of Health 20. Appoint Freedom of Information Officer 21. Reappoint Member to the Tioga County Agricultural and Farmland Protection Board 22. Resolution Appointing New Member to Community Services Board 23. Authorize Contract Renewal CSEA Employee Benefit Fund 24. Authorize 2018 Salaries (Board of Elections) 25. Appointment of Part-Time Information Security Officer 	

	<p>Legislative Office</p> <p>26. Authorize the Reappointment of Shawn L. Yetter as Commissioner of Social Services</p> <p>27. Authorize Appointment of 3rd Assistant District Attorney District Attorney's Office</p> <p>28. 2018 Staff Changes District Attorney</p> <p>29. 2018 Staff Changes Economic Development and Planning Department</p> <p>30. 2018 Staff Changes Emergency Preparedness</p> <p>31. 2018 Staff Changes Department of Emergency Services</p> <p>32. 2018 Staff Changes Bureau of Fire</p> <p>33. 2018 Staff Changes Information Technology and Communication Services Department</p> <p>34. 2018 Staff Changes Public Health Department</p> <p>35. 2018 Staff Changes Department of Social Services</p> <p>36. 2018 Staff Changes Veteran's Department</p> <p>37. 2018 Staff Changes Treasurer's Department</p>
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County of Tioga
EXECUTIVE PROCLAMATION

WHEREAS: Flu is a contagious viral respiratory infection of the nose, throat, and lungs that can infect all people regardless of their age or health status; and

WHEREAS: Annually, 9 to 35 million US citizens become ill with it, and 12 to 56 thousand die from it; and

WHEREAS: People with weakened immune systems or an inability to get the flu vaccine need to avoid getting the flu; and

WHEREAS: The most effective way to prevent flu illness is to get a flu vaccine; and

WHEREAS: Flu vaccines are tested, proven safe, and are recommended for people over 6 months old, including pregnant women; and

WHEREAS: Tioga County Public Health reminds people that a flu vaccine now is still beneficial since flu season continues for 5 more months; therefore

The TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim the week of December 3 - December 9, 2017 as:

NATIONAL INFLUENZA VACCINATION WEEK

and encourages all of us to receive the flu vaccine, encourage others to get the vaccine, and to be knowledgeable so that we can dispel myths and provide correct education.

PEARL HARBOR REMEMBRANCE DAY

WHEREAS: December 7, 2017, marks the 76th anniversary of the attack on the United States at Pearl Harbor, Hawaii; and

WHEREAS: On December 7, 1941, a military assault took place at the U.S. Naval Base at Pearl Harbor, Hawaii, that claimed the lives of over 2,400 soldiers and citizens and injured over a thousand additional people, and caused the destruction of twenty American naval vessels including 8 battleships of the U. S. Pacific Fleet and over 300 airplanes; and

WHEREAS: President Franklin Delano Roosevelt famously proclaimed December 7, 1941, as a "date which will live in infamy," and it has stood as a solemn day of tribute ever since; and

WHEREAS: One day later, on December 8, 1941, President Roosevelt requested of Congress the power and authority to declare war on Japan, and that day after the attack on Pearl Harbor, the United States of America was officially thrust into World War II; and

WHEREAS: Reflecting on the loss of human life and the ruination of the Pearl Harbor Base that day serves as a stark reminder of the exceptional service and selfless sacrifice of our armed servicemen and women, who risked their lives and personal safety to shield our nation from harm and preserve our nation's founding values and liberties; and

WHEREAS: Today we pause in commemoration of those who fought and died on December 7, 1941, especially remembering Seaman Delmar Dale Sibley of Owego who is still aboard the USS Arizona, and we honor their bravery and final sacrifice; and

WHEREAS: Four from Tioga County survived including 96-year-old Army Air Corps Private First Class Army Mechanic Bill Kennedy of Owego and three now deceased survivors U.S. Marine Machine Gun Crewman Lester Dunham of Owego, Army Sergeant Donald Stocks of Owego, and Army Sergeant Richard Hopkins of Berkshire, later recipient of the Bronze Star for meritorious service on the front lines of Guadalcanal; and

WHEREAS: We are profoundly grateful for members of our nation's military and their families, who freely risk all for the good of others; now therefore

THE TIOGA COUNTY LEGISLATURE does hereby proclaim December 7, 2017 as PEARL HARBOR REMEMBRANCE DAY and throughout Tioga County encourage all to remember the exceptional service of our nations' Veterans.

PROCLAMATION

WHEREAS: The Tioga County Legislature is extremely proud of all School Districts and appreciate the value that schools bring to our communities; and

WHEREAS: The Legislature is equally proud of our young people and recognize the students that participate in programs that build character through extracurricular activities and specifically sporting events; and

WHEREAS: Student-athletes can establish a strong foundation upon which they can go on to lead extraordinary lives; and

WHEREAS: The Tioga County Legislature would like to congratulate and applaud the Owego Free Academy Girls Volleyball Team as they won the New York State Class B Volleyball Championship for the third time in five years on Sunday, November 19, 2017 against Hudson Falls; and

WHEREAS: The Owego Free Academy Girls Volleyball Team members are: Mackenzie Struble, Kaylee Kelly, Makenna Boehme, Eeve Coleman, Brinn Shaughnessy, Paige Taylor, Sara Zepkowski, McKenzie Hart, Shannon Heffernan, Grace Thomas, Ruby Coleman, Taylor Aubel, Annika Kinney, Bianca DeVita under the leadership of Head Coach Brittney Race and Assistant Coaches Breanna Horton, Pam Horton, Erica Darpino and Kayla Snyder; now therefore

THE TIOGA COUNTY LEGISLATURE does hereby recognize and commend the Owego Girls Volleyball Team for its third achievement as NYS Champions.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -17 RECOGNITION RESOLUTION
RECOGNIZING FRANK R. OKRASINSKI,
JR.,
TIOGA COUNTY FIRE COORDINATOR

WHEREAS: Frank Okrasinski started working with the Tioga County Bureau of Fire on May 4, 1993; and

WHEREAS: The Tioga County Legislature would like to recognize Mr. Okrasinski for his many years of dedicated service to the Tioga County Bureau of Fire and especially for his last two years acting in his capacity as Tioga County Fire Coordinator due to the passing of John Scott; and

WHEREAS: Frank was appointed to the position of Tioga County Assistant Fire Coordinator on May 4, 1993 and appointed as Tioga County Fire Coordinator on September 9, 2016 and served Tioga County in these capacities for more than 24 years; and

WHEREAS: Frank joined the South Side Fire Company in April 1976 and became Fire Chief in 1987, which spanned over 35 years; and

WHEREAS: Frank was a leader, a mentor, a favored friend to all the firefighters he encountered, guiding and advising them as they developed the skills of firefighting; and

WHEREAS: Frank will leave his post as Tioga County Fire Coordinator on December 31, 2017; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude and recognize Frank R. Okrasinski, Jr. for his years of dedicated service to Tioga County and especially his last two years as Tioga County Fire Coordinator; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to Frank R. Okrasinski, Jr.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -17

INCREASE RATE PAID FOR
AUTOPSY CASES

WHEREAS: Resolution No. 322-05 set a rate for autopsy calls at \$150.00 per Coroner's case effective January 1, 2006; and

WHEREAS: Cases that require autopsies have significantly increased over the years and are requiring much more intense procedures and in-depth paperwork than in prior years; therefore be it

RESOLVED: That the rate for autopsy calls be increased from \$150.00 per Coroner's case to \$200.00 per Coroner's case effective January 1, 2018.

REFERRED TO: LEGISLATIVE WORKSESSION

RESOLUTION NO. -17 FIX TIME OF
ORGANIZATIONAL MEETING

RESOLVED: That the Organizational Meeting of this Legislature be held at 9:00 A.M., Tuesday, January 2, 2018.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -17 YEAR END TRANSFERS

RESOLVED: That unencumbered balances of appropriation accounts, unanticipated revenue fund balances in the amount equal to the sum of overdrawn appropriation accounts in all funds be, and hereby are appropriated to overdrawn accounts; and be it further

RESOLVED: That the County Treasurer is hereby authorized and directed to effect this resolution.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -17 AUTHORIZE TREASURER TO
ENCUMBER FUNDS

RESOLVED: That the County Treasurer be and hereby is authorized to encumber whatever funds he deems necessary, subject to the approval of the Finance Committee; and be it further

RESOLVED: That said funds be encumbered before December 31, 2017 to allow proper coding of bills for payment in January.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -17 ADOPT COUNTY BUDGET FOR 2018,
APPROPRIATIONS AND SALARY
SCHEDULE

RESOLVED: That the tentative budget for Tioga County for the year 2018 submitted by the Budget Officer on November 15, 2017 and approved by the Finance Committee be, and the same hereby is adopted as the official Budget for the year 2018; and be it further

RESOLVED: That the several amounts specified in such budget as to the total for the several objects as set forth in Schedule 1 therein be appropriated for such objects, effective January 1, 2018; and be it further

RESOLVED: That the full time Salary Schedule 5 set forth in the budget be adopted effective January 1, 2018.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -17 TOWN TAX LEVY

WHEREAS: There has been presented to this Legislature a duly certified copy of the annual Budgets of each of the several Towns of the County of Tioga for the fiscal year beginning January 1, 2018; be it

RESOLVED: That there shall be, and there is, assessed against and levied upon and collected from the taxable property situate in the following Towns outside the incorporated Villages or partially located therein, the amounts indicated for Town purposes as specified in the Budgets of the respective Towns as follows:

<u>Part Town</u>	<u>General Outside</u>	<u>Highway Outside</u>
Barton	-	-
Candor	35,070	249,937
Newark Valley	21,826	920
Nichols	-	91,225
Owego	-	2,121,099
Spencer	39,220	460,266

Further

RESOLVED: That there shall be and there hereby is, assessed against and levied upon and collected from the taxable property liable therefore within the respective Fire and Fire protection Districts in the Towns, the following amounts for the purposes of such Districts as specified on their annual Budgets:

Town of Barton	
Halsey Valley Fire Protection	19,004.67
Lockwood Fire Protection	41,955.07
Waverly Joint Fire Protection	271,920.00
Town of Berkshire	
Berkshire Fire District	135,748.00
Town of Candor	
Candor Fire District	439,015.00
Town of Newark Valley	
Newark Valley Fire District	263,128.24

Town of Nichols		
Nichols Joint Fire Protection		227,070.00
Town of Owego		
Apalachin Fire District		996,736.00
Owego Fire District		1,505,494.27
Newark Valley Fire District		36,771.76
Town of Richford		
Richford Fire District		103,050.00
Town of Spencer		
Spencer Fire Protection District		75,000.00
Town of Tioga		
Tioga Fire District		272,113.00

Further

RESOLVED: That there shall be, and there hereby is, assessed against and levied upon and collected from the taxable property liable therefore within certain sewer, water and lighting Districts in the Town of Owego and the amounts specified in their annual budgets as follows:

Water District No. 4/Ext. 13	11,560
Water District No. 4/Ext. 15	10,295
Water District No. 4/Ext. 17	21,600
Water District No. 4/Ext. 20	19,600
Sewer District No. 2/Ext. 14	12,364
Sewer District No. 2/Ext. 15	12,313
Lighting District No. 1	6,085
Lighting District No. 2	12,519
Lighting District No. 3	12,497
Lighting District No. 4A	1,964
Lighting District No. 4B	1,117
Lighting District No. 5	7,907
Lighting District No. 6	16,281
Lighting District No. 7	2,279
Lighting District No. 8	1,419
Lighting District No. 9	656
Lighting District No. 10	914

Further

RESOLVED: That there shall be and there hereby is, assessed against and levied upon and collected from the taxable property liable therefore in the Town of Owego returned sewer and water rents in the amount of \$310,038.81; be it further

RESOLVED: That there shall be and there hereby is, assessed against and levied upon and collected from the taxable property liable therefore in the Town of Barton returned sewer and water rents in the amount of \$3,065.05; be it further

RESOLVED: That the amounts to be raised by tax for all other purposes as specified in the several annual Budgets shall be, and they hereby are, assessed against and levied upon and collected from the taxable properties in the Towns except as otherwise provided by law as follows:

<u>Townwide</u>	<u>General</u>	<u>Highway</u>
Barton	206,800	521,200
Berkshire	83,605	338,100
Candor	456,936	736,257
Newark Valley	273,926	369,900
Nichols	-	218,957
Owego	885,900	-
Richford	239,054	438,286
Spencer	321,935	144,327
Tioga	248,470	574,398

Further

RESOLVED: That such taxes and assessments, when collected, shall be paid to the Supervisors of the several Towns in the amounts as shown by this resolution for distribution by them in the manner provided by law.

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -17 COUNTY TAX LEVY

WHEREAS: This Legislature by Resolution No. XXX-17 dated December 12, 2017 adopted a Budget for the fiscal year 2018 and by Resolution No. XXX-17 dated December 12, 2017 has made appropriations for the conduct of the County Government during said fiscal year and has by Resolution No. XXX-17 dated December 12, 2017 levied the taxes required for the support of the Government of the several Towns; therefore be it

RESOLVED: That this Legislature hereby levies the following for recycling purposes, upon the taxable real property liable therefore, in the County upon valuation as heretofore equalized by it.

Barton	180,725.93
Berkshire	31,502.51
Candor	120,382.17
Newark Valley	76,182.93
Nichols	68,147.52
Owego	514,205.40
Richford	28,699.35
Spencer	78,813.52
<u>Tioga</u>	<u>111,204.67</u>

Total 1,209,864.00

And be it further

RESOLVED: That pursuant to Section 360 of the County Law and Section 900 of the Real Property Tax Law, this Legislature hereby levied the following for County purposes, excluding Solid Waste set forth above, upon the taxable real property in the County upon valuation as heretofore equalized by it.

Upon all the taxable property liable for the support of County Government, the sum of \$22,440,135.93 and in addition thereto upon the real property liable therefore, and following taxes:

For Returned Village Taxes	511,960.11
For School Tax Returned	3,737,142.81
For Deficits from prior years' taxes	.53
For Reimbursement of Erroneous taxes, etc.	448.72

All of the forgoing being subject to
credit for excess collection the prior year of

24.67

Further

RESOLVED: That the County Treasurer's Department be directed to extend the taxes as aforesaid and also the taxes for Town purposes set forth in Resolution No. XXX-17 on the rolls of the several Towns against each parcel of property set forth in said rolls, and that the Chair and the Clerk of the County Legislature be directed and empowered to execute under the seal of this Legislature the several Tax warrants for the collection of said taxes, and to cause the several tax rolls with said warrants annexed to be delivered to the Collectors of the several Tax Districts of the County on or before December 31, 2017; and be it further

RESOLVED: That the tax rates for each of the Towns, excluding Solid Waste, are as follows:

Barton	Out	10.176337
	In	10.176337
Berkshire		8.638512
Candor	Out	8.806713
	In	8.806713
Newark Valley	Out	12.348113
	In	12.348113
Nichols	Out	35.871802
	In	35.871802
Owego	Out	11.359599
	In	11.359599
Richford		6.885465
Spencer	Out	9.026714
	In	9.026714
Tioga		130.902367

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -17 TRANSFER OF FUNDS
BUDGET MODIFICATION
MENTAL HYGIENE

WHEREAS: Tioga County Mental Hygiene (TCMH) is required to pay a portion of the costs for the treatment of Tioga County residents that have been assigned Criminal Psychiatric services by the NYS Court system; and

WHEREAS: TCMH has received notice that Tioga County residents were assigned these services, along with the required payment amount; and

WHEREAS: TCMH has determined the amount of additional funding needed for these already incurred mandated expenses within its own budget, yet this will require a budget modification and transfer of funds; and

WHEREAS: Transfer of funds requires Legislative approval; therefore be it

RESOLVED: That the Mental Hygiene budget be modified and funds be transferred as follows:

From: A4310 540140 Mental Hygiene-Contracting Services \$2,590.00
To: A4390 540590 Criminal Psychiatric: Services Rendered \$2,590.00

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -17 AMEND BUDGET AND TRANSFER AN
APPROPRIATION OF FUNDS
PUBLIC HEALTH

WHEREAS: The costs of the mandated Education of Handicapped Education program (children 3-5 years of age) are larger than the budgeted 2017 amounts; and

WHEREAS: Additional funding is needed to meet the mandated costs; and

WHEREAS: Public Health has determined the amount of additional funding needed through the balance of 2017; and

WHEREAS: The Treasurer has identified available funds within the Community College Tuition account; and

WHEREAS: The additional costs will result in additional state aid reimbursement; and

WHEREAS: Budget Amendments and Appropriation of Funds require Legislative approval; therefore be it

RESOLVED: That funding be transferred and appropriated as follows:

From:			
A2960 434600	State Aid: Handicapped Education		\$ 91,630
A2490 540487	Community College Tuition		\$ 62,370
To:			
A2960 540590	Handicapped Ed: Services Rendered		\$154,000

REFERRED TO:

FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -17

TRANSFER OF FUNDS
FROM CONTINGENCY ACCOUNT TO
ASSIGNED COUNSEL

WHEREAS: The Assigned Counsel budget has had a high number of cases for 2017 and the Assigned Counsel account will not have sufficient funds for the remainder of 2017; and

WHEREAS: Funds will need to be transferred from the Contingency Account to the Assigned Counsel Account to accommodate the increase in cases for 2017; therefore be it

RESOLVED: That the Tioga County Legislature authorizes a transfer as follows:

From: A1990 540715 Contingency Account \$10,000

To: A1172 540030 Assigned Counsel \$10,000

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -17 TRANSFER OF FUNDS WITHIN THE JAIL BUDGET

WHEREAS: Funding for inmate "Meals/Food" will soon be depleted; and

WHEREAS: Contingency funding previously requested and granted for Contracting Services within the Jail Budget remain unspent; and

WHEREAS: It will be necessary to replenish the inmate "Meals/Food" account to finish the fiscal year, therefore be it

RESOLVED: That the following funds be transferred to re-appropriate the inmate "Meals/Food" account as follows:

From: A3150 540140	Contracting Services	\$ 15,000
To: A3150 540360	Meals/Food	\$ 15,000

REFERRED TO:

PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -17

TRANSFER FUNDS/FUND SELF-
INSURANCE PLAN RESERVE

WHEREAS: Tioga County Local Law No. 2 of 2015 established a Contributed Reserve cap of \$6,000,000 for the Tioga County Self Insurance Plan; and

WHEREAS: Tioga County Local Law No. 2 of 2015 allows for the transfer of surplus funds from the fund balance to the reserve; and

WHEREAS: The 2016 Tioga County Self Insurance operating budget had surplus funds of \$215,831.59 in the fund balance; and

WHEREAS: The December 31, 2016 Tioga County Self Insurance Plan Fund Balance is \$1,182,157.01; and

WHEREAS: The December 31, 2016 Tioga County Self Insurance Contributed Reserve Fund is \$1,979,647.76; therefore be it

RESOLVED: That the Tioga County Treasurer is authorized to transfer funds as follows:

From: Self-Insurance Fund Balance S390900	\$215,831.00
To: Self-Insurance Contributed Reserve Fund S375300	\$215,831.00

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -17

RESOLUTION TO APPROVE A
CONTRACT BETWEEN THE TIOGA
CO. PROBATION DEPT. &
THE FAMILY AND CHILDREN'S
SOCIETY TO PROVIDE ADULT
& JUVENILE SEXUAL OFFENDER
TREATMENT SERVICES

WHEREAS: The Legislature approved a contract between Tioga County Probation Department and The Family and Children's Society for the provision of adult and juvenile sex offender treatment in 2018; and

WHEREAS: The Family and Children's Society contract with Tioga County Probation provides for a total of 21 sexual offender slots as follows: 16 adult assessment and treatment slots; 10 adult safety monitor education slots; 5 juvenile offender assessment and treatment slots and 10 parent safety monitor education slots for a cost of \$123,840 annually; now therefore be it

RESOLVED: That the Probation Director is approved to contract in 2018 with The Family and Children's Society to provide adult sexual offender assessment and treatment, juvenile sexual offender assessment and treatment and educational sessions for adult supervisors and parent supervisors in the amount of \$123,840 annually, upon approval of the County Attorney.

REFERRED TO: LEGAL/SAFETY COMMITTEE

RESOLUTION NO. -17 RENEW CONTRACT
PARTNERS IN SAFETY, INC.
(CDL DRUG & ALCOHOL TESTING)

WHEREAS: Federal Law requires random drug and alcohol testing of CDL drivers performing "safety sensitive" tasks; and

WHEREAS: The Safety Department has coordinated with several of the Towns and Villages within Tioga County to have this testing done by an outside agency since 1995; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Chair of the Legislature, pending approval by the County Attorney, to renew the contract with Partners in Safety, Inc. for random drug and alcohol testing in accordance with Federal regulations at the following rates indicated:

Complete DOT Random Testing Program \$35.00 Per Employee Per Year

To Include:

- Random Selection of Employees (25% for drug, 10% for alcohol)
- All Random Drug & Alcohol Tests
- Record Management
- DOT Audit Assistance
- Regulatory Updates
- Blind Specimen Submissions
- MIS Reports
- Supervisor Training for Reasonable Cause
- Collection Site Management

ADDITIONAL CHARGES: For pre-employment, post-accident, reasonable cause or follow-up tests performed during business hours:

Drug Test (at lab or office of Partners in Safety):	\$48.00 per test
Drug Test (at Walk-In Medical Facilities, Hospitals, etc.):	\$75.00 per test
Breath Alcohol Test:	\$40.00 per test
DOT/19A Physicals (at the office of Partners in Safety):	\$55.00 per person
Emergency Service	\$150 per hour
	Minimum 2 hours
	plus the cost of the test

Split Specimen Testing (re-test of positive specimen by other SAMHSA certified lab, including shipping and maintenance of chain of custody; only when requested by employee within 72 hours of MRO's notification):
\$250.00

On-site 19A/DOT physicals available upon request (minimum volume required).

Additional services are billed monthly. Payment is due prior to the 30th of the month following the month in which services were provided.

and be it further

RESOLVED: That this contract shall be effective January 1, 2018 through December 31, 2018.

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -17

RESOLUTION TO RENEW CONSULTANT
CONTRACT FOR HAZARD MITIGATION
PLAN COORDINATOR FOR 2018

WHEREAS: Per resolution 193-12 and resolution 218-13, the Tioga County Legislature contracted with the Tioga County Soil & Water Conservation District to perform the Hazard Mitigation Plan Coordinator services for calendar year 2013 based on a mutually agreeable work plan with specific tasks; and

WHEREAS: The Tioga County Planning Department still does not have the existing capacity to perform these FEMA-required services; and

WHEREAS: The Tioga County Planning Department has sufficient funds in the 2017 budget to cover these expenses, in the amount of \$20,000 from Planning Appropriation account A8020 540140; therefore be it

RESOLVED: That the Tioga County Legislature does hereby authorize the renewal of said contract with Tioga County Soil & Water Conservation District, to perform Hazard Mitigation Coordinator services from January 1 - December 31, 2018, not to exceed \$20,000 from Planning Appropriation account A8020 540140, and authorizes the Tioga County Legislative Chair to sign all related contract paperwork, contingent upon review and approval of the County Attorney.

REFERRED TO: PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -17 HOME RULE REQUEST FOR AMENDMENT OF NEW YORK STATE CORRECTIONS LAW 500-C TO AUTHORIZE THE TIOGA COUNTY CORRECTIONAL FACILITY TO HOLD PERSONS UNDER ARREST FOR ARRAIGNMENT IN ANY COURT LOCATED IN TIOGA COUNTY SHERIFF'S OFFICE

WHEREAS: Pursuant to New York Corrections Law § 500-c, The Tioga County Sherriff may not house persons arrested and detained prior to arraignment; and

WHEREAS: The Tioga County Sherriff has adequate facilities and procedures to house said persons prior to arraignment; and

WHEREAS: Detention of said persons prior to arraignment is in the best interest of promoting public safety and efficient use of law enforcement resources; and

WHEREAS: Pursuant to Article IX of the Constitution of the State of New York, it is necessary for this Legislature to enact a Home Rule Request for the purposes of said legislation; therefore be it

RESOLVED: That the Tioga County Legislature hereby urges our State Legislators, Senator Fred Akshar, and Assemblyman Christopher S. Friend to prepare a Home Rule Statute amending Section 500-c of the New York Corrections Law to include language stating that the Tioga County Correctional Facility may be used for the detention of persons prior to arraignment in any court located in Tioga County.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -17 APPOINT AT-LARGE MEMBER TO THE STERPDB
REGIONAL BOARD

WHEREAS: The by laws of the Southern Tier East Regional Planning Development Board (STERPDB) require the composition of the membership from each county to be 1) a county legislator, 2) a local elected official, another county legislator or an at-large and 3) the County Planning Director; and

WHEREAS: Jason Bellis has served in the at-large position on the STERPDB Regional Board for a full four-year term, which expires on 12/31/2017, and no longer wishes to serve in this capacity; and

WHEREAS: The STERPDB Regional Board is desirous of replacing at-large members with economic development local officials as terms expire; and

WHEREAS: Tioga County ED&P has found Teresa Saraceno, Deputy Director of Economic Development, willing and able to fill this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby appoints Teresa Saraceno to Tioga County's at-large position on the Southern Tier East Regional Planning Development Board for a four-year term of 1/1/2018 - 12/31/2021.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. -17 APPOINT MEMBER TO THE TIOGA COUNTY BOARD
OF HEALTH

WHEREAS: Section 344 of the Public Health Law requires that members of the Board of Health shall serve six (6) year staggered terms; and

WHEREAS: Vincent Leonti, MD, resigned from the Board of Health 4/21/2017; and

WHEREAS: The appointed term for Vincent Leonti on the Board of Health expires 12/31/2020; and

WHEREAS: Erica Haray-Butcher, MS, has agreed to fill the unexpired term of Vincent Leonti; therefore be it

RESOLVED: That Erica Haray-Butcher, MS, be appointed to the Board of Health to fill the unexpired term of Vincent Leonti, MD, for a term of 12/21/2017-12/31/2020.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. -17 REAPPOINT MEMBER TO THE TIOGA COUNTY BOARD OF HEALTH

WHEREAS: Section 344 of the Public Health Law requires that members of the Board of Health shall serve six (6) year staggered terms; and

WHEREAS: The appointed term for Joseph Picco, DDS, on the Board of Health expires 12/31/17; and

WHEREAS: Dr. Picco has agreed to serve for another term; therefore be it

RESOLVED: That Joseph Picco, DDS, be re-appointed to the Board of Health for a term of 1/1/18-12/31/23.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -17

APPOINT FREEDOM OF
INFORMATION OFFICER

WHEREAS: The Tioga County Sheriff's Office handles a significant number of Freedom of Information requests; and

WHEREAS: Lieutenant Casey Rhodes who was the designated Freedom of Information Officer for the Sheriff's Office will soon retire from service; therefore be it

RESOLVED: That Lieutenant Rich Hallett of the Tioga County Sheriff's Office be and hereby is appointed Freedom of Information Officer for Tioga County to handle the Freedom of Information requests received by the Tioga County Sheriff's Office, effective December 22, 2017; and be it further

RESOLVED: That in the event the Freedom of Information Officer makes a personal request for information, said request shall be reviewed by the County Attorney.

REFERRED TO: AGRICULTURE COMMITTEE

RESOLUTION NO. -17 RE-APPOINT MEMBER TO THE TIOGA
COUNTY AGRICULTURAL AND FARMLAND
PROTECTION BOARD

WHEREAS: Pam Moore's term on the Agricultural and Farmland Protection Board as an Active Farmer expires as of 12/31/2017; and

WHEREAS: The Agricultural and Farmland Protection Board is desirous of filling this position and said Board member is willing and able to serve another term; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoint Pam Moore to the Agricultural and Farmland Protection Board, for the four-year term of 1/1/18 – 12/31/21.

REFERRED TO:

HEALTH & HUMAN SERVICES
COMMITTEE

RESOLUTION NO. -17

RESOLUTION APPOINTING
NEW MEMBER TO COMMUNITY
SERVICES BOARD

WHEREAS: Carolyn Galatzan has agreed to become a new member; and

WHEREAS: The Community Services Board has recommended Carolyn's appointment; and

WHEREAS: Section Article 41.11 (d) of the Mental Hygiene Law allows counties to determine the length of term of Community Services Board members; therefore be it

RESOLVED: That Carolyn Galatzan be appointed a returning member to the Community Services Board, for term starting January 1, 2018 and ending December 31, 2021.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO. -17 AUTHORIZE CONTRACT RENEWAL
CSEA EMPLOYEE BENEFIT FUND

WHEREAS: Resolution #276-11 authorized a contract with CSEA Benefit Fund to administer Solstice Vision and Dental plans for CSEA and Non-Union employees; and

WHEREAS: The Dental and Vision plans are contractual benefits for CSEA employees, to be continued for 2018; therefore be it

RESOLVED: That the Chair of the Legislature is hereby authorized to sign a contract, subject to review by the County Attorney, with CSEA Employee Benefit Fund for the purpose of facilitating the Solstice Dental and Solstice Vision plans for the period of January 1, 2018 – December 31, 2018.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -17 AUTHORIZE 2018 SALARIES (BOARD OF ELECTIONS)

WHEREAS: The salaries for employees of the Board of Elections are set by resolution; and

WHEREAS: Non-Union staff have been authorized a salary increase for 2018; therefore be it

RESOLVED: That the 2018 rates of pay for the Board of Elections staff shall be as follows:

2018 pay:

Commissioners (2)	\$42,181.00/yr.
Deputy Commissioners (2)	\$34,156.00/yr.
Voting Machine Technicians (2)	\$ 16.52/hr.
Election Workers (4)	\$ 12.64/hr.

REFERRED TO:

LEGISLATIVE WORKSESSION
PERSONNEL COMMITTEE

RESOLUTION NO. -17

APPOINTMENT OF
PART-TIME INFORMATION SECURITY OFFICER
LEGISLATIVE OFFICE

WHEREAS: Tioga County Policy 43 requires the Legislature to appoint annually, a part-time Information Security Officer who will be responsible for implementing and monitoring a consistent data security program; therefore be it

RESOLVED: That Susan Haskett shall be appointed to the part-time Information Security Officer position for 2018 and will be compensated at an annual rate of \$5,150 per year.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -17 AUTHORIZE THE REAPPOINTMENT OF
SHAWN L. YETTER AS
COMMISSIONER OF SOCIAL
SERVICES

WHEREAS: Commissioner Shawn L. Yetter's current appointment, effective January 21, 2013, will expire on January 20, 2018; and

WHEREAS: Pursuant to the Social Services Law of the State of New York, Article Three, Section 116, Paragraph 1 which states: "Any inconsistent provision of the law, notwithstanding, the position of the chief executive officer of the county or city social services department, whether referred to as commissioner or by other title, shall be in the non-competitive class of civil service, except any which is or may hereafter be in the competitive class. Appointments to such positions in the non-competitive class shall be for terms of five years and shall be made by the appropriate county or city body or officer."; and

WHEREAS: The Legislature is well pleased with Commissioner Shawn L. Yetter's performance, experience and qualifications and desires to reappoint him as the Tioga County Commissioner of Social Services; now therefore be it

RESOLVED: That Shawn L. Yetter be and hereby is reappointed as Tioga County Commissioner of Social Services for a fourth five-year term effective January 21, 2018 through January 20, 2023.

REFERRED TO:

PERSONNEL COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -17

AUTHORIZE APPOINTMENT OF 3RD
ASSISTANT DISTRICT ATTORNEY
DISTRICT ATTORNEY'S OFFICE

WHEREAS: Legislative approval is required for any appointment to a non-union position within Tioga County; and

WHEREAS: The 3rd Assistant District Attorney position became vacant on October 13, 2017; and

WHEREAS: The District Attorney has identified a qualified candidate to fill this vacancy; therefore be it

RESOLVED: That Sandra Cardone is hereby appointed to the title of 3rd Assistant District Attorney at an annual, non-union salary of \$65,000 effective January 2, 2018.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO.-17 2018 STAFF CHANGES
DISTRICT ATTORNEY

WHEREAS: The District Attorney's Office requested staffing changes as part of the 2018 Budget process; and

WHEREAS: Those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
Cheryl Mancini	1 st Assistant District Attorney (FT)		+\$7,042

REFERRED TO:

PERSONNEL COMMITTEE

RESOLUTION NO.-17

2018 STAFF CHANGES
ECONOMIC DEVELOPMENT AND
PLANNING DEPARTMENT

WHEREAS: The Economic Development and Planning Department requested staffing changes as part of the 2018 Budget process; and

WHEREAS: Those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
VACANT		Economic Development Specialist (PT)	+\$19,500

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO.-17 2018 STAFF CHANGES
EMERGENCY PREPAREDNESS

WHEREAS: Resolution 252-17 created the Department of Emergency Services, which is intended to replace the Emergency Preparedness Department; and

WHEREAS: Subsequent staffing changes were part of the 2018 Budget process and those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
Michael Simmons	Deputy Director of Emergency Preparedness (PT)	Abolish	-\$5,200
Robert Williams	Deputy Director of Emergency Preparedness (PT)	Abolish	-\$5,200
VACANT	Director of Emergency of Emergency Preparedness (PT)	Abolish	-\$22,601

and be it further

RESOLVED: That the Department of Emergency Preparedness is hereby abolished effective January 1, 2018.

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO.-17 2018 STAFF CHANGES
DEPARTMENT OF
EMERGENCY SERVICES

WHEREAS: The Department of Emergency Services requested staffing changes as part of the 2018 Budget process; and

WHEREAS: Those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
VACANT (New)	Director of Emergency Services	Non-union	+\$59,000
VACANT (New)	Deputy Director of Emergency Services (PT)	Non-union	+\$26,000

REFERRED TO: PERSONNEL COMMITTEE
RESOLUTION NO.-17 2018 STAFF CHANGES
BUREAU OF FIRE

WHEREAS: Resolution 252-17 created the Department of Emergency Services, which is intended to replace the Emergency Preparedness Department and the Department of Fire; and

WHEREAS: Subsequent staffing changes were part of the 2018 Budget process and those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
Frank Okrasinski	Fire Coordinator (PT)	Abolish	-\$12,240
Kevin Ford	Assistant Fire Coordinator (PT)	Abolish	-\$4,416
Larry Singleton	Assistant Fire Coordinator (PT)	Abolish	-\$4,416
Stephen Fedorowicz	Assistant Fire Coordinator (PT)	Reduce Salary	-\$2,000
Robert Williams	Assistant Fire Coordinator (PT)	Abolish	-\$2,652

and be it further

RESOLVED: That the Department of Fire is hereby abolished effective January 1, 2018, and all remaining Assistant Fire Coordinators shall be allocated to the Department of Emergency Services effective January 1, 2018.

REFERRED TO:

PERSONNEL COMMITTEE

RESOLUTION NO.-17

2018 STAFF CHANGES
INFORMATION TECHNOLOGY AND
COMMUNICATION SERVICES
DEPARTMENT

WHEREAS: The Information Technology and Communication Services Department requested staffing changes as part of the 2018 Budget process; and

WHEREAS: Those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
Drew Griffin	Software Support Liaison (NU)	Deputy Director of IT&CS (NU)	+\$10,000
VACANT (New)		GIS Technician FT	+\$37,427

REFERRED TO: PERSONNEL COMMITTEE

RESOLUTION NO.-17 2018 STAFF CHANGES
PUBLIC HEALTH DEPARTMENT

WHEREAS: The Public Health Department requested staffing changes as part of the 2018 Budget process; and

WHEREAS: Those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective the close of business on December 22, 2017:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
Nancy Mastro Robert Morley VACANT (2)	Mail Clerk (PT) (4)	Abolish	\$0

and be it further

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
VACANT	Public Health Technician (Grade 7)	Unfunded	-\$33,514
VACANT	Accounting Associate I (Grade 4)	Fund	+\$25,946

REFERRED TO:

PERSONNEL COMMITTEE

RESOLUTION NO.-17

2018 STAFF CHANGES
DEPARTMENT OF SOCIAL SERVICES

WHEREAS: The Department of Social Services requested staffing changes as part of the 2018 Budget process; and

WHEREAS: Those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective December 23, 2017:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
Nancy Mastro Robert Morley VACANT (2)	Create	Mail Clerk (PT) (4)	\$0

and be it further

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
VACANT	Database Clerk (Grade 4)	Abolish	\$0 (unfunded)
VACANT	Accounting Associate II (Grade 5)	Abolish	- \$27,380

REFERRED TO: PERSONNEL COMMITTEE
RESOLUTION NO.-17 2018 STAFF CHANGES
VETERAN'S DEPARTMENT

WHEREAS: The Veteran's Department requested staffing changes as part of the 2018 Budget process; and

WHEREAS: Those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective January 2, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
Michael Middaugh	Veterans Service Officer (PT)	Veterans Service Officer (FT) Grade 7	+\$ 21,799

REFERRED TO:

PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO.-17

2018 STAFF CHANGES
TREASURER'S DEPARTMENT

WHEREAS: The Treasurer's Department requested staffing changes as part of the 2018 Budget process; and

WHEREAS: Those changes were approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes are effective January 1, 2018:

Name	Current Title/ Salary Grade	New Title/ Salary Grade	Budget Impact
Janice Yuricek	Account Clerk Typist (PT)	Accounting Associate III (PT)	+\$1502