

Agenda



TIOGA COUNTY LEGISLATURE

2/10/2026

12:00 PM

EDWARD D. HUBBARD AUDITORIUM
Ronald E. Dougherty County Office Building
56 Main Street
Owego NY 13827

Meeting called by: Chair Tracy Monell

Type of meeting: 2nd Regular

Attendees:

- Legislator Aronstam
- Legislator Brown
- Legislator Bunce
- Legislator Cantella
- Legislator Ciotoli
- Legislator Flesher
- Legislator Monell
- Legislator Rose
- Legislator Standinger

Agenda topics

Invocation

Pledge of Allegiance

Recognition Resolution (1)

Proclamation (1)

Privilege of the Floor

Approval of Minutes

Legislator Bunce

Legislator Bunce

- Elaine Jardine, County Planning Director – ED&P

- Children's Dental Health Month

January 2 and 13, 2026

Petitions, Communications & Notices		
Appointments/Reappointments		
Reports Standing Committees		
RESOLUTIONS	<ol style="list-style-type: none"> 1. Schedule Public Hearing for 2026 Annual Agricultural District Inclusion 2. Acceptance of the Application for Carlton Snapp to the Tioga County Haz-Mat Team 3. Acceptance of the Application for Joseph Henning to the Tioga County Haz-Mat Team 4. Re-Appoint Member to the Tioga County Local Development Corporation (Harris) 5. Re-Appoint Member to the Tioga County Local Development Corporation (Case) 6. Authorize County Treasurer to Approve Erroneous Assessment Corrections and Refunds of \$2500 or Less 7. Erroneous Assessment – Town of Owego 8. Erroneous Assessment – Town of Owego 9. Erroneous Assessment – Town of Owego 10. Erroneous Assessment – Town of Owego 11. Erroneous Assessment – Town of Spencer 12. Article 7 Settlement and Court Order – Town of Candor 13. Approval to Submit Title VI Plan for Recertification 14. Amend Resolution No. 104-16; Authorizing County Department Heads to Negotiate and Execute Certain Contracts 15. Amend Resolution No. 135-25; Award Contract Radio Consulting Services 16. Award Bid for Courthouse and Court Annex Roof Replacement and Exterior Rehabilitation Construction Project 17. Award Bid for Electrical Installation Hanson Communications Tower and Transfer of Funds – Office of Emergency Services 	

	<ul style="list-style-type: none">18. Award Design and Construction Support Services Contract to Delta Engineers for a New Garage Door at 70 Delphine Street19. Authorize Contract for Professional Service – Consulting, Amend Budget & Appropriate Funds – Mental Hygiene20. Execute Lease Extension with C&M Real Estate Holdings, LLC for Child Advocacy Center21. Authorize Grant Application – Social Services22. Approve Technical Assistance Provided by ED&P Staff23. Authorize Acceptance of Second Year Fourth Family Defense Grant from the NYS Office of Indigent Legal Services24. Filing of an Application for Household Hazardous Waste State Assistance Program25. Request for Reimbursement for Municipal Waste Reduction and Recycling State Assistance Program26. Acceptance of Donation; Appropriation of Funds and Amend 2026 Budget – Tioga County Veterans' Service Agency27. Authorize Connection of Town of Owego Fire District to Tioga County Spillman FLEX CAD28. Transfer Reserve Funds to Purchase Copier at Public Works Highway Garage (477 NY-RT 96)29. Transfer Reserve Funds to Purchase Copier for Mental Hygiene30. Transfer Reserve Funds to Purchase Copier at Department of Social Services31. Re-Establish Prior Year 2025 Public Works Funds32. Re-Establish Prior Year 2025 Public Works Funds33. Authorizing a Budget Modification to Correct the Estimated Revenue for Self-Insured Workers' Compensation Assessments in the S-Fund34. Authorize Budget Transfer – Board of Elections35. 2025 Budget – Transfer Funds – Treasurer's Office36. Transfer of Funds, 2025 Budget Modification – Mental Hygiene
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	<ul style="list-style-type: none">37. Amend 2026 Budget & Appropriate Funds – Public Health38. Re-Appropriation of Unexpended State Aid- Casino Revenue to Capital Account for Building Related Expenses39. Authorizing Sale of Tandem Truck to Newark Valley Highway Department40. Authorize Appointment of Deputy Commissioner of Social Services41. Authorize Appointment to County Planning Director Position42. Authorize Position Reclassification – Mental Hygiene43. Reclassify One (1) Full-Time Assistant Public Defender Position to Two (2) Part-Time Positions – Public Defender's Office44. Abolish One (1) Full-Time Funded Early Intervention Services Coordinator, Reclassify One (1) PT Director of Weights & Measures I Position to One (1) Full-Time Director of Weights & Measures I Public Health45. Resolution to Declare Work Day Status for Elected and Appointed Officials46. Amend Employee Handbook: Section I. Rules of the Legislature; Subsection IV. Order of Business, Paragraph 2(i) Presentation of Motions and Resolutions, Section 2 – Committees New Paragraph (11) and Section III. Financial Rules; Subsection B. Resolutions/Annual Reports, Section I. Resolutions, Paragraph A8
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REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -26

RESOLUTION RECOGNIZING
ELAINE JARDINE'S 30 YEARS
OF DEDICATED SERVICE TO TIOGA COUNTY

WHEREAS: Elaine Jardine began her career as County Planning Director on April 3, 1995, in the Tioga County Department of Economic Development and Planning, and will have served in that position until her retirement; and

WHEREAS: Ms. Jardine has been extremely dedicated and loyal in her performance of her duties and responsibilities during the past 30 years, and has earned the respect of her colleagues in other county agencies and those citizens she professionally interacted with throughout Tioga County; and

WHEREAS: Ms. Jardine was very instrumental as the County Planning Director in performing state-mandated planning duties, coordinating NYS agricultural district reviews, conducting state and federal environmental reviews for county projects, and leading the development of numerous countywide plans such as the County's first Comprehensive Plan, 2010 and 2020 Strategic Plans, Agricultural and Farmland Protection Plans, and Hazard Mitigation Plans; and

WHEREAS: Ms. Jardine exhibited steady commitment and careful oversight in leading the Tioga County Planning Board in reviewing municipal land use and zoning, proposals for potential county-wide impacts, in addition to serving on many vital boards representing Tioga County such as the Tioga County Agricultural and Farmland Protection Board, Southern Tier East Regional Planning Board, and Tioga County REAP Board, to name a few, as well as serving on many committees, such as the NYS Association of County Planning Directors' Executive Committee, coalitions and associations, too numerous to name over 30 years of service; and

WHEREAS: Ms. Jardine during her long tenure with Tioga County provided instrumental planning support and guidance to municipalities, property owners, and businesses, and was essential in advancing and advocating for many impactful economic, transportation, and community development projects such as NY 17/Interstate 86 conversion, construction of Best Buy Distribution Warehouse, and Crown, Cork and Seal facility in Lounsbury, Village of Owego Downtown Revitalization Initiative, Village of Waverly NY Forward, Tioga County Start Up Incubator in partnership with the Tioga County Chamber of Commerce, and designation and development of Two Rivers State Park and Waverly Glen Park; and

WHEREAS: Ms. Jardine was responsible for starting geographic information systems mapping in Tioga County, provided training and technical assistance to all Tioga County municipalities, assisted in writing, securing and administering state and federal grants for projects too numerous to list, and gave an unwavering amount of support within the Economic Development and Planning Department; and

WHEREAS: Ms. Jardine will be retiring on February 28, 2026; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, expresses sincere gratitude to Elaine Jardine for her 30 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Elaine Jardine.

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

WHEREAS: Dental caries (tooth decay) are the most prevalent chronic disease of childhood in the United States affecting over half of children by age eight despite being largely preventable; and

WHEREAS: Untreated dental decay causes pain, infections, and other complications that lead to more missed school days, lower academic performance, poor nutrition, and decreased self-esteem; and

WHEREAS: The Tioga Smiles Mobile Dental Unit provides dental care to Tioga County by operating as a school-based dental clinic providing services to over 980 Tioga County students in 2025 and completing over 750 cleanings; and

WHEREAS: Regular visits to the dentist are crucial for good oral health, but it is equally important that parents and caregivers teach children proper oral hygiene habits such as toothbrushing, flossing, and consuming a healthy diet; therefore

THE TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby proclaim the month of February 2026 as

Children's Dental Health Month

and urges all the citizens of Tioga County to prioritize their oral health year-round.

REFERRED TO:	ED&P COMMITTEE
RESOLUTION NO. -26	SCHEDULE PUBLIC HEARING FOR 2026 ANNUAL AGRICULTURAL DISTRICT INCLUSIONS

WHEREAS: The Tioga County Legislature, as per Resolution No. 296-03 designated January 2nd through January 31st as the official annual enrollment period for inclusion of viable agricultural properties in agricultural districts as required by §303-B of the NYS Agricultural and Markets Law 25-AA; and

WHEREAS: Tioga County Planning has received requests for inclusion of land in agricultural districts during the 2026 enrollment period and said law requires that the Tioga County Legislature hold a public hearing before making a decision on inclusion of lands; therefore be it

RESOLVED: That the Tioga County Legislature will hold a public hearing on requests for inclusion of viable agricultural land in agricultural districts received within the 2026 designated time period on February 19, 2026 at 10:00 A.M. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY. All interested parties will be heard by the Tioga County Legislature at this hearing.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -26

ACCEPTANCE OF THE APPLICATION FOR
CARLTON SNAPP TO THE
TIOGA COUNTY HAZ-MAT TEAM

WHEREAS: The Office of Emergency Services provides high quality Hazardous Materials Team support to the Fire Service in Tioga County and adjacent counties through the NYS Fire Mutual Aid Plan; and

WHEREAS: This service is provided by local, highly trained volunteers; and

WHEREAS: Carlton Snapp has applied for membership to the County Haz-Mat Team; and

WHEREAS: Carlton Snapp currently possesses training and skills needed by the Tioga County Haz-Mat Team to work at the Entry Level of the Team; therefore be it

RESOLVED: That Carlton Snapp be added to the Tioga County Haz-Mat Team roster, effective February 10, 2026.

REFERRED TO:

PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -26

ACCEPTANCE OF THE APPLICATION FOR
JOSEPH HENNING TO THE
TIOGA COUNTY HAZ-MAT TEAM

WHEREAS: The Office of Emergency Services provides high quality Hazardous Materials Team support to the Fire Service in Tioga County and adjacent counties through the NYS Fire Mutual Aid Plan; and

WHEREAS: This service is provided by local, highly trained volunteers; and

WHEREAS: Joseph Henning has applied for membership to the County Haz-Mat Team; and

WHEREAS: Joseph Henning currently possesses training and skills needed by the Tioga County Haz-Mat Team to work at the Entry Level of the Team; therefore be it

RESOLVED: That Joseph Henning be added to the Tioga County Haz-Mat Team roster, effective February 10, 2026.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. - 26 RE-APPOINT MEMBER TO THE
TIOGA COUNTY LOCAL
DEVELOPMENT CORPORATION

WHEREAS: The term of Tioga County Local Development Corporation member, Jason Harris, will expire as of March 31, 2026; and

WHEREAS: Jason Harris has expressed a desire for re-appointment to serve another term; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoints Jason Harris for another three-year term of 4/1/26 – 3/31/29.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -26 RE-APPOINT MEMBER TO THE
TIOGA COUNTY LOCAL DEVELOPMENT
CORPORATION

WHEREAS: The term of Tioga County Local Development Corporation member, Joan Case, will expire as of March 31, 2026; and

WHEREAS: Joan Case has expressed a desire for re-appointment to serve another term; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoints Joan Case for another three-year term of 4/1/26 – 3/31/29.

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -26

AUTHORIZE COUNTY TREASURER TO APPROVE
ERRONEOUS ASSESSMENT CORRECTIONS AND
REFUNDS OF \$2500 OR LESS

WHEREAS: Real Property Tax Law (RPTL) Article 5 Title 3 provides a mechanism for the Tioga County Legislature as the tax levying body to approve corrections of erroneous assessments on tax rolls and issue refunds when overpayments of property taxes are made due to erroneous assessments; and

WHEREAS: RPTL Article 5 Title 3 also empowers the tax levying body to delegate the authority to approve corrections and refunds to the official empowered to authorize payment of bills without prior audit, so long as the correction or refund does not exceed \$2,500; and

WHEREAS: The designation of the Tioga County Treasurer as the official authorized to approve these corrections and refunds would facilitate a more timely and efficient means of completing these processes; therefore be it

RESOLVED: That the Tioga County Treasurer be hereby designated as the official authorized to approve the correction of tax rolls or refund of overpayment of property taxes so long as the correction or refund does not exceed \$2,500; and be it further

RESOLVED: That the period of this authority shall be from February 10th, 2026 to December 31st, 2026.

REFERRED TO:

FINANCE/LEGAL COMMITTEE
ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -26

ERRONEOUS ASSESSMENT
TOWN OF OWEGO

WHEREAS: An application for Corrected Tax Roll submitted by the Tioga County Industrial Development Agency (IDA) indicates that the Town & County tax roll for parcel #118.00-1-21.11 in the Town of Owego is incorrect in that the parcel should be wholly exempt; and

WHEREAS: Records show that the IDA took title of this property on July 10th, 2024, per Tioga County deed 2024-00003012, and as such it should have been moved to wholly exempt roll section 8 for the 2025 assessment roll; and

WHEREAS: The parcel was erroneously left on taxable roll section 1, resulting in a 2026 Town & County tax bill for \$21.36 that should not have been generated; and

WHEREAS: This is a correctable error per Real Property Tax Law §550 paragraph 2 (h); therefore be it

RESOLVED: That the 2026 Town & County tax bill #8177 for \$21.36 be deemed null and void; and be it further

RESOLVED: That the below erroneous taxes be charged back to the proper accounts of the Tioga County Treasurer's Office:

County:	\$5.13
Townwide:	\$0.63
Part Town:	\$1.21
Return School:	\$12.58
Owego Fire:	\$1.81

REFERRED TO:

FINANCE/LEGAL COMMITTEE
ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -26

ERRONEOUS ASSESSMENT
TOWN OF OWEGO

WHEREAS: An application for Corrected Tax Roll submitted by the Tioga County Property Development Corporation (Land Bank) indicates that the Town & County tax roll for parcel #129.00-2-29.3 in the Town of Owego is incorrect in that the parcel should be wholly exempt; and

WHEREAS: Records show that the Land Bank took title of this property on August 11th, 2025, per Tioga County deed 2025-00002909, and as such, per Not-for-Profit Corporation Law Article 16, it should have been immediately moved to wholly exempt roll section 8 for the 2025 assessment roll; and

WHEREAS: The parcel was erroneously left on taxable roll section 1, resulting in a 2026 Town & County tax bill for \$18,159.77 that should not have been generated; and

WHEREAS: This is a correctable error per Real Property Tax Law §550 paragraph 2 (h); therefore be it

RESOLVED: That the 2026 Town & County tax bill #8178 for \$18,159.77 be deemed null and void; and be it further

RESOLVED: That the below erroneous taxes be charged back to the proper accounts of the Tioga County Treasurer's Office:

County:	\$ 4,138.67
Townwide:	\$ 509.27
Part Town:	\$ 979.03
Return School:	\$10,140.65
Owego Fire:	\$ 1,456.65
Utilities (Water/Sewer):	\$ 935.50

REFERRED TO: FINANCE COMMITTEE
ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -26 ERRONEOUS ASSESSMENT
TOWN OF OWEGO

WHEREAS: Applications for Refund of Real Property taxes citing erroneous Village tax re levy were received from the Village of Owego on behalf of property owners Johnathan and Audra Marks for parcels #129.05-1-25 and #129.05-1-9; and

WHEREAS: Owners had submitted 2025 Village tax payments using the bill pay program of their financial institution, the payments were cleared with their financial institution, but due to a process error weren't transferred into the Village's account until after unpaid Village taxes were returned to the County Treasurer, resulting in erroneous Village re levies; and

WHEREAS: Owners paid their 2026 Town & County taxes on January 2nd, 2026; and

WHEREAS: The erroneous Village re levies are refundable per Real Property Tax Law 550 paragraph 2 (h); therefore be it

RESOLVED: That the following Village re levies, totaling \$3,036.02, be refunded to Johnathan and Audra Marks:

Bill #791	\$1,918.94
Bill #790	\$1,117.08

And be it further

RESOLVED: That the erroneous Village tax \$3,036.02 be charged back to the proper accounts of the Tioga County Treasurer's Office.

REFERRED TO:

FINANCE COMMITTEE
ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -26

ERRONEOUS ASSESSMENT
TOWN OF OWEGO

WHEREAS: Applications for Corrected Tax Roll were received from the Village of Owego citing erroneous Village tax relevies on behalf of the five below listed property owners;

Owner(s)	Account Number	Parcel Number
Chin, Wait & Olivia	869	129.05-4-30
Jantz, Karl & Justyne	1447	128.08-1-33
Reisbeck, Wendy	734	117.19-3-11.2
Woody (Life use), Daniel & Woody-Matuszak, Beth	62	117.19-2-83
You, Jeanne	1007	129.05-2-1

And

WHEREAS: Owners had submitted 2025 Village tax payments using the bill pay program of their financial institution, the payments were cleared with their financial institution, but due to a process error weren't transferred into the Village's account until after unpaid Village taxes were returned to the County Treasurer, resulting in erroneous Village relevies; and

WHEREAS: These are correctable errors per Real Property Tax Law §550 paragraph 2 (h); therefore be it

RESOLVED: That the Return Village amount of \$3161.17 should be removed from the 2026 Town & County tax bill #236 and a new bill issued as follows:

	Original Bill #236	Corrected Bill #236
County	1728.62	1728.62
Townwide	212.71	212.71
Return Village	3161.17	0.00
Total	5102.50	1941.33

And be it further

RESOLVED: That the Return Village amount of \$2022.95 should be removed from the 2026 Town & County tax bill #626 and a new bill issued as follows:

128.08-1-33	Original Bill #626	Corrected Bill #626
County	1106.21	1106.21
Townwide	136.12	136.12
Return Village	2022.95	0.00
Total	3265.28	1242.33

And be it further

RESOLVED: That the Return Village amount of \$2032.34 should be removed from the 2026 Town & County tax bill #1089 and a new bill issued as follows:

117.19-3-11.2	Original Bill #1089	Corrected Bill #1089
County	1111.34	1111.34
Townwide	136.75	136.75
Return Village	2032.34	0.00
Total	3280.43	1248.09

And be it further

RESOLVED: That the Return Village amount of \$1142.90 should be removed from the 2026 Town & County tax bill #1483 and a new bill issued as follows:

117.19-2-83	Original Bill #1483	Corrected Bill #1483
County	624.97	624.97
Townwide	76.90	76.90
Return Village	1142.90	0.00
Total	1844.77	701.87

And be it further

RESOLVED: That the Return Village amount of \$2581.49 should be removed from the 2026 Town & County tax bill #1497 and a new bill issued as follows:

129.05-2-1	Original Bill #1497	Corrected Bill #1497
County	1411.64	1411.64
Townwide	173.70	173.70
Return Village	2581.49	0.00
Total	4166.83	1585.34

And be it further

RESOLVED: That the erroneous Village tax \$10940.85 be charged back to the proper accounts of the Tioga County Treasurer's Office.

REFERRED TO:

FINANCE/LEGAL COMMITTEE
ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -26

ERRONEOUS ASSESSMENT
TOWN OF SPENCER

WHEREAS: Special franchise values are established by the New York State Office of Real Property Tax Services as a means of generating ad valorem property taxes from utility property located in the public right of way; and

WHEREAS: An application for Corrected Tax Roll submitted by Town of Spencer Assessor for Spectrum Northeast Syracuse indicates that special franchise parcel #555.00-1244 on the Town & County tax roll is a duplicate parcel; and

WHEREAS: The Town of Spencer has had a special franchise parcel for many years for owner Time Warner of Syracuse who had a name change to Spectrum Northeast Syracuse for the 2025 assessment roll; and

WHEREAS: Instead of changing the name on the existing special franchise parcel the previous Assessor created a duplicate parcel which generated an erroneous 2026 Town & County tax bill for \$223.67 that should not have been generated; and

WHEREAS: This is a correctable error per Real Property Tax Law §550 paragraph 2 (f); therefore be it

RESOLVED: That the 2026 Town & County tax bill #1867 for \$223.67 be deemed null and void; and be it further

RESOLVED: That the below erroneous taxes be charged back to the proper accounts of the Tioga County Treasurer's Office:

County:	\$ 56.14
Townwide:	\$ 22.39
Part Town:	\$ 14.10
Return School:	\$127.69
Spencer Fire:	\$ 3.35

REFERRED TO:

FINANCE/LEGAL COMMITTEE
ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -26

ARTICLE 7 SETTLEMENT AND COURT ORDER
TOWN OF CANDOR

WHEREAS: Property owners John Baust and Kristi Snyder filed a petition for review of tax assessment under Article 7 of Real Property Tax Law regarding the assessment of parcel 82.00-1-13 in the Town of Candor for roll years 2023, 2024, and 2025, and

WHEREAS: A settlement agreement has been reached between said owners and the Town of Candor with the following changes to assessed value:

Assessment Roll Year	Original Assessed Value	Ordered Assessed Value	Ag Exemption Value	Original Taxable Value	Corrected Taxable Value
2023	1346000	1160000	99283	1246717	1060717
2024	1346000	1160000	114830	1231170	1045170
2025	1346000	984000	120968	1225032	863032

And

WHEREAS: The County is in receipt of the signed court order approving this settlement; and

WHEREAS: The order stipulates refunds of 2024 and 2025 Town & County taxes, and a correction of the 2026 Town & County tax roll resulting in a corrected tax bill, therefore be it

RESOLVED: That the following refunds, without interest, totaling \$7,370.64, be paid by check and made payable to "Hinman, Howard, & Kettell, as attorneys" per the court order:

Type of Tax	Original Taxable Value	Corrected Taxable Value	Tax Rate	Original Tax	Corrected Tax	Refund
2023 Assessment Roll/2024 Town & County						
County	1246717	1060717	9.784692	12198.74	10378.79	1819.95
Townwide	1246717	1060717	6.855816	8547.26	7272.08	1275.18
Part Town	1246717	1060717	0.869257	1083.72	922.04	161.68
Candor Fire	1246717	1060717	1.738057	2166.87	1843.59	323.28
2024 Assessment Roll/ 2025 Town & County						
County	1231170	1045170	10.507850	12936.95	10982.49	1954.46
Townwide	1231170	1045170	6.990264	8606.20	7306.01	1300.19

Part Town	1231170	1045170	0.777100	956.74	812.20	144.54
Candor Fire	1231170	1045170	1.72864	2128.25	1806.72	321.53
Total Refund:						7300.81

And be it further

RESOLVED: That a corrected 2026 Town & County tax bill for \$17,572.09 be issued as follows:

Type of Tax	Original Taxable Value	Corrected Taxable Value	Tax Rate	Original Tax	Corrected Tax	Reduction
County	1225032	863032	10.926984	13385.91	9432.34	3955.57
Townwide	1225032	863032	7.613017	9326.19	6570.28	2755.91
Part Town	1225032	863032	0.041264	50.55	35.61	14.94
Candor Fire	1225032	863032	1.779619	2180.09	1535.87	644.22
Totals				24942.73	17572.09	7370.64

And be it further

RESOLVED: That the above refunds and reductions be charged back to the proper accounts of the Tioga County Treasurer's Office:

County:	\$7,729.98
Townwide:	\$5,331.28
Part Town:	\$ 321.16
Candor Fire:	\$1,289.03

REFERRED TO: FINANCE, LEGAL AND SAFETY COMMITTEE

RESOLUTION NO. -26 APPROVAL TO SUBMIT TITLE VI PLAN FOR
RECERTIFICATION

WHEREAS: Title VI of the Civil Rights Act of 1964 and related statutes prohibit discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance; and

WHEREAS: Tioga County is a recipient of federal funds as a sub-recipient of the New York State Department of Transportation (NYSDOT) and is required to have an approved Title VI Program Plan to ensure continued compliance; and

WHEREAS: As a condition of receiving such federal aid, the County is required to develop, maintain, and recertify a Title VI Nondiscrimination Plan every three years to ensure compliance with federal and state regulations; therefore be it

RESOLVED: The County Attorney's Office is hereby authorized and directed to execute any and all documents relating thereto and to submit the plan to the appropriate state and federal agencies for re-certification, as necessary, to effectuate the intent of this Resolution.

REFERRED TO:

LEGISLATIVE WORKSESSION
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26

AMEND RESOLUTION NO. 104-16;
AUTHORIZING COUNTY DEPARTMENT HEADS TO
NEGOTIATE AND EXECUTE CERTAIN CONTRACTS

WHEREAS: County Law permits this Legislative Body to delegate to County Department Heads the authority to negotiate and execute contracts upon such terms and conditions as it deems appropriate within authorized annual appropriations; and

WHEREAS: The Tioga County Legislature previously adopted Resolution No. 104-16 on May 10, 2016, authorizing County Department Heads to negotiate and execute contracts for goods and services valued at \$10,000 or less without prior legislative approval; and

WHEREAS: The Legislature desires to update and clarify its contracting policies to ensure appropriate executive oversight, transparency, and legislative awareness while maintaining operational efficiency; therefore be it

RESOLVED: That within the amounts annually appropriated by this Legislature in the Annual County Budget, County Department Heads are hereby authorized and empowered to negotiate and execute contracts for the procurement of goods and services valued at \$10,000 or less, without having to obtain prior Legislative approval by resolution; and be it further

RESOLVED: That all contracts with a total value exceeding \$10,000, whether previously authorized by legislative resolution, shall be executed and signed by the Chair of the Tioga County Legislature and/or the County Administrator, or such other officer as may be authorized by law or resolution; and be it further

RESOLVED: That all contracts, agreements, renewals, amendments, and extensions, regardless of dollar value, shall be subject to review and approval as to form by the Tioga County Attorney, and no such contract shall be executed unless and until the County Attorney has completed such review and approval; and be it further

RESOLVED: That all contracts executed by County Department Heads under the \$10,000 threshold shall be reported to the appropriate Standing Legislative Committee, in a form and manner prescribed by the County Administrator or Clerk of the Legislature, for informational and oversight purposes upon request; and be it further

RESOLVED: That such reporting shall include, at a minimum, the vendor's name, contract purpose, contract amount, funding source, and term of the agreement, and shall not be construed as requiring retroactive legislative approval unless otherwise required by law; and be it further

RESOLVED: That all contracts and agreements, including non-monetary agreements, shall be entered into the County's Financial Management/Accounting Software by the department overseeing and administering the contract, in accordance with procedures established by the County Administrator, County Treasurer, or other designated officials, and such entry should occur within a reasonable period following execution; and be it further

RESOLVED: That nothing herein shall be deemed to waive or supersede applicable provisions of New York State General Municipal Law, County Law, procurement policy, or audit and claims procedures; and be it further

RESOLVED: That Resolution No. 104-16 is hereby superseded by this resolution.

REFERRED TO:

PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -26

AMEND RESOLUTION NO. 135-25;
AWARD CONTRACT
RADIO CONSULTING SERVICES

WHEREAS: Resolution No. 135-25 authorized a contract with Yoder Communications, LLC at a cost not to exceed \$30,560 for Phase 1 and \$2,480 for Phase II; and

WHEREAS: Resolution No. 246-25 authorized an additional \$46,500 for a total of \$77,060 for Phase I; and

WHEREAS: Resolution No. 406-25 authorized an additional \$24,600 for a total of \$101,660; and

WHEREAS: An additional \$24,600 is anticipated to fund consultant services through June 2026 for a total of \$126,260 ; and

WHEREAS: Professional Services under General Municipal Law 104-b is exempt from competitive bidding; and

WHEREAS: There are sufficient funds in the Surcharge E911 account A3021.540140.E911; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute a contract between Tioga County and Yoder Communications, LLC upon review by the County Attorney, at a cost not to exceed \$126,260 for Phase I.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26

AWARD BID FOR COURTHOUSE AND
COURT ANNEX ROOF REPLACEMENT AND
EXTERIOR REHABILITATION CONSTRUCTION
PROJECT

WHEREAS: The Commissioner of Public Works budgeted for this project; and

WHEREAS: On January 7, 2026 the Department of Public Works received sealed bids from the following contractors:

Hale Contracting, Horseheads, NY	\$372,000.00
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Titan Roofing, Springfield, MA	\$609,900.00
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Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to the low bidder, Hale Contracting, Horseheads, NY not to exceed \$372,000.00 to be paid out of the Courthouse/Court Annex New Roof Account H1620.520914.

REFERRED TO:

PUBLIC SAFETY COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -26

AWARD BID FOR ELECTRICAL INSTALLATION
HANSON COMMUNICATIONS TOWER AND
TRANSFER OF FUNDS
OFFICE OF EMERGENCY SERVICES

WHEREAS: The Tioga County Office of Emergency Services sought bids for Electrical Installation at the Hanson Tower in Berkshire, NY, which is associated with the ongoing Radio Tower Project; and

WHEREAS: The Tioga County Office of Emergency Services received one sealed bid on December 30, 2025 from Triple E Power & Light LLC, in the amount of \$59,950; and

WHEREAS: Funds would need to be transferred as follows:

FROM: H3021.521230.E911 Radio & Equipment \$59,950
TO: H3021.540140.E911 Contracting Services \$59,950

Therefore be it

RESOLVED: That the Tioga County Legislature award the bid to Triple E Power & Light LLC, Vestal, NY, not to exceed \$59,950 to be paid from Account H3021.540140.E911.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26

AWARD DESIGN AND CONSTRUCTION SUPPORT
SERVICES CONTRACT TO DELTA ENGINEERS FOR A
NEW GARAGE DOOR AT 70 DELPHINE STREET

WHEREAS: Tioga County has budgeted for numerous facility upgrades at the truck wash garage located at 70 Delphine Street; and

WHEREAS: Tioga County has been made aware of significant improvements needed to the infrastructure of the building by adding a garage door on the east side of the facility; and

WHEREAS: The Commissioner of Public Works received a proposal for design and construction support services for this project from Delta Engineers, Endwell, NY; and

WHEREAS: The proposal for these services is \$22,377; therefore be it

RESOLVED: That the Tioga County Legislature award the proposal for design and construction support services for the installation of a new garage door at 70 Delphine Street to Delta Engineers not to exceed \$22,377 to be paid out of the following account:

H1620.520994.M7674 Building Construction-ARPA

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. -26 AUTHORIZE CONTRACT FOR
PROFESSIONAL SERVICE – CONSULTING
AMEND BUDGET & APPROPRIATE FUNDS
MENTAL HYGIENE

WHEREAS: Legislative approval is required to contract for professional services; and

WHEREAS: The Mental Hygiene Department has determined a need to utilize the expertise of the former Director of Community Services, Lori A. Morgan for expert guidance and counsel on all matters concerning the duties of Mental Hygiene and functions of the Mental Hygiene Department; and

WHEREAS: Mental Hygiene will have county salary savings due to a vacancy to cover the cost of this Professional Service – Consulting contract; and

WHEREAS: Tioga County Mental Hygiene will incur no local share increase, yet this will require an appropriation of funds into the proper budget lines; and

WHEREAS: Appropriation of funds and Budget Modifications require Legislative approval; therefore be it

RESOLVED: That funding be appropriated and the 2026 Budget Lines be modified as follows:

From: A4309 510010	Salary Full Time	\$15,000
To: A4310 540140	Contracting Services	\$15,000

And be it further

RESOLVED: That the Tioga County Legislature authorizes Interim Director of Community Services Begeal to contract with Lori A. Morgan for consulting services at the rate of \$125.00 per hour, not to exceed \$15,000, retroactive to February 1st, 2026.

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26

EXECUTE LEASE EXTENSION WITH
C&M REAL ESTATE HOLDINGS, LLC FOR CHILD
ADVOCACY CENTER

WHEREAS: The Department of Social Services has a lease with C&M Real Estate for office space at 6 McMaster St. Owego for the Child Center in Tioga County; and

WHEREAS: C&M Real Estate has offered a two-year lease term for this space at the current monthly rate of \$1,920; therefore be it

RESOLVED That the Chair of the Legislature is authorized and directed to sign said lease with C&M Real Estate for space at 6 McMaster St. Owego Suite #2 for two-year lease term commencing on February 1, 2026, at a monthly rate of \$1,920.

REFERRED TO: **HEALTH & HUMAN SERVICES COMMITTEE**

RESOLUTION NO. - 26 **AUTHORIZE GRANT APPLICATION
SOCIAL SERVICES**

WHEREAS: The 2026 Victims of Crime Act (VOCA) Victims Assistance Grant Program has released a request for applications (RFA) to provide funding to support services that meet the immediate and long-term needs of victims of crimes; and

WHEREAS: Tioga County Department of Social Services is seeking authorization to apply for the above grant opportunity to support the ongoing work and expansion of the Child Advocacy Center; and

WHEREAS: Application of Grant Funds requires Legislative approval; therefore be it

RESOLVED: That the Department of Social Services is authorized to apply for grant funds.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -26 APPROVE TECHNICAL ASSISTANCE PROVIDED BY ED&P STAFF

WHEREAS: A resolution is required by County policy to disclose matching cash and/or in-kind contributions from the County for grant applications written for the County and/or by the County on behalf of a municipality or entity; and

WHEREAS: The Tioga County Economic Development and Planning staff provided technical assistance for the following:

<u>Organization</u>	<u>Source</u>	<u>Amount</u>	<u>Purpose</u>
Tioga Arts Council	NYS Council of the Arts	\$28,750.00	Exterior Façade Improvements

And

WHEREAS: There is no further obligation by the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the technical assistance provided as noted above.

REFERRED TO:

FINANCE/LEGAL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -26

AUTHORIZE ACCEPTANCE OF SECOND YEAR
FOURTH FAMILY DEFENSE GRANT FROM THE
NYS OFFICE OF INDIGENT LEGAL SERVICES

WHEREAS: By Resolution No. 150-25 adopted on April 15, 2025, Tioga County entered into a three-year agreement with the New York State Office of Indigent Legal Services for distribution of Fourth Family Defense Grant funds to provide representation and case manager services to persons legally entitled to counsel but unable to hire an attorney; and

WHEREAS: The Office of Indigent Legal Services has approved a total three-year amount of \$750,000.00 beginning January 1, 2025 through December 31, 2027; and

WHEREAS: It is necessary for Tioga County to adopt the second year of this three-year grant for said distribution amount of \$246,580.00; and

WHEREAS: Said funding in the amount of \$246,580.00 needs to be appropriated and the 2026 budget be amended; therefore be it

RESOLVED: That the Tioga County Legislature hereby approves the second year of the Fourth Family Defense Grant budget amendment of said distribution in the amount of \$246,580.00; and be it further

RESOLVED: That upon execution of the second year of the three-year contract, the Fourth Family Defense Grant of \$246,580.00 be appropriated and the 2026 Budget be amended as follows:

Revenue Account: A1171 430260 AC State Aid Indigent	\$ 159,040.00
A1171 430260 PD State Aid Indigent	\$ 87,540.00
Expense Account: A 1171 510010 Full Time Salary	\$ 20,000.00
A 1171 510020 Part Time Salary	\$ 120,000.00
A 1171 540420 PD Office Supplies	\$ 500.00
A 1171 540390 PD Mileage	\$ 4,000.00
A 1171 540620 PD Software/Shared Services	\$ 1,500.00
A 1171540660 PD Cell Phone	\$ 1,000.00

A 1171 540030 AC Assigned Counsel	\$	67,000.00
A 1171 540140 AC Contracted Serv/Printing	\$	5,000.00
A 1171 540660 AC Cell Phone	\$	1,000.00
A 1171 540420 AC Office Supplies	\$	500.00
A 1171 540390 AC Mileage	\$	4,000.00
A 1171 540620 AC Software/Shared Services	\$	1,000.00
A 1171 581088 Retirement	\$	7,440.00
A 1171 583088 Social Security	\$	8,700.00
A 1171 583088 Medicare	\$	2,200.00
A 1171 584088 Workers Comp	\$	2,700.00
A 1171 588988 EAP	\$	40.00

And be it further

RESOLVED: That available funds at year-end of the original \$750,000.00 be carried forward into future years until used.

REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. -26 FILING OF AN APPLICATION FOR HOUSEHOLD
HAZARDOUS WASTE
STATE ASSISTANCE PROGRAM

WHEREAS: The State of New York announced a grant from the DEC Household Hazardous Waste (HHW) program to assist counties and local governments with their household hazardous waste program expenses; and

WHEREAS: Through this grant Solid Waste would be partially reimbursed for the eligible costs of the 2025 HHW program; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Sustainability Manager to apply and administer said grant via NYS SFS Vendor Portal; and be it further

RESOLVED: That the Tioga County Legislature authorizes and directs the Chair or their designee to sign the application via NYS SSF Vendor Portal for grant upon approval by the County Attorney.

REFERRED TO:	ED&P COMMITTEE
RESOLUTION NO. -26	REQUEST FOR REIMBURSEMENT FOR MUNICIPAL WASTE REDUCTION AND RECYCLING STATE ASSISTANCE PROGRAM

WHEREAS: The State of New York announced a grant from the DEC Municipal Waste Reduction and Recycling (MWRR) program to assist counties and local governments with their waste reduction and recycling program expenses; and

WHEREAS: Resolution No. 350-24 authorized the Sustainability Manager to apply and administer said grant for 2025 expenses; and

WHEREAS: Sustainability Manager applied for this grant in October 2024; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Sustainability Manager to complete a request for reimbursement for said grant.

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26

ACCEPTANCE OF DONATION;
APPROPRIATION OF FUNDS AND
AMEND 2026 BUDGET
TIOGA COUNTY VETERANS' SERVICE AGENCY

WHEREAS: The Tioga County Veterans' Service Agency has received notification of a \$700 unsolicited donation from the Richford Historical Society and the Dryden American Legion Post 1134; and

WHEREAS: This donation is being provided as a monetary gift to assist Tioga County Veterans' Service Agency in its outreach efforts to bring awareness and prevention to Veteran and Active-Duty suicide; and

WHEREAS: Pursuant to County Law §363 and the Tioga County Section III Financial Rules, n. Gifts and Donations Policy, all donations must be formally accepted by the Legislature, and the 2026 Budget must be amended to recognize both the revenue and related appropriation; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts the \$700 donation from the Richford Historical Society and the Dryden American Legion Post 1134; and be it further

RESOLVED: That the 2026 Budget be amended as follows:

From: A6510 427050 Gifts & Donations	\$ 700.00
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To: A6510 540360 Meals/Food	\$ 700.00
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REFERRED TO:

ITCS COMMITTEE
LEGAL COMMITTEE
PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -26

AUTHORIZE CONNECTION OF
TOWN OF OWEGO FIRE DISTRICT TO
TIOGA COUNTY SPILLMAN FLEX CAD

WHEREAS: Tioga County Information Technology and Communication Services (ITCS) with the Tioga County Sheriff's Office maintains a Computer Aided Dispatch (CAD) system known as Spillman FLEX from Motorola Solutions, and has established best practices for municipalities to connect vehicles to this system; and

WHEREAS: The Town of Owego Fire District seeks to enhance its emergency response capabilities by connecting its vehicles to the Spillman FLEX CAD system; and

WHEREAS: The Town of Owego Fire District has reviewed the proposed Spillman FLEX Connection Agreement, which outlines the responsibilities, terms, and conditions for such connectivity, including compliance with applicable laws, security requirements, and indemnification provisions; and

WHEREAS: The Agreement specifies an initial term of three (3) years commencing January 1, 2026, with options for renewal, and includes provisions for termination, fees, equipment responsibilities, and confidentiality; and

WHEREAS: The Town of Owego Fire District has provided a vehicle inventory for connection to the Spillman FLEX CAD system, including the following units:

Vehicle 331: Tri-Star (Ford) 2023 Ambulance, E450, VIN 1FDXE4FNPDD39003
Vehicle 332: Tri-Star (Ford) 2023 Ambulance, E450, VIN 1FDXE4FN7PDD39007
Vehicle 333: Medix (Ford) 2015 Ambulance, E450, VIN 1FDXE4FS8FDA26827

Therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the Chair of the Legislature or their designee to execute the Spillman FLEX Connection Agreement with the Town of Owego Fire District, and to take all necessary actions to implement the connection of the listed vehicles to the Spillman FLEX CAD system under the terms and conditions set forth in said agreement.

REFERRED TO:

PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE
ITCS COMMITTEE

RESOLUTION NO. -26

TRANSFER RESERVE FUNDS TO PURCHASE COPIER
AT PUBLIC WORKS HIGHWAY GARAGE
(477 NY-RT 96)

WHEREAS: The Department of Public Works has determined there is a need for a new copier in the administrative office at 477 NY-RT 96 in Owego due to the existing copier nearing the end of service life; and

WHEREAS: ITCS can procure a Xerox™ C8245H2 model copier from Xerox™ directly at the New York State (NYS) contract purchase price of \$5,218.00; and

WHEREAS: Purchases through a valid NYS contract are exempt from the requirement to obtain three competitive quotes in accordance with applicable procurement regulations; and

WHEREAS: Amending of the budget, the appropriation of Capital funds, and utilization of Capital Reserve funds require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Department of Public Works to proceed with direct procurement and implementation of a new copier, that the following funds be transferred, and that the 2026 budget be modified as follows:

FROM:	H387805	Capital Hardware Reserve	\$5,218.00
TO:	H5130.521130	Equipment (Not Car)	\$5,218.00

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE
HEALTH AND HUMAN SERVICES COMMITTEE

RESOLUTION NO. -26 TRANSFER RESERVE FUNDS TO
PURCHASE COPIER FOR MENTAL HYGIENE

WHEREAS: The Tioga County Mental Hygiene Clinic has determined there is a need for a new copier in their offices at 1062 State Route 38, Owego, NY 13827 due to current unit reaching end of life and Xerox no longer having parts available to service; and

WHEREAS: The ITCS Department conducted a review of three different vendors and determined that Xerox offered the best overall value and compatibility with the County's existing security toolsets, making it the most advantageous choice for continued operational integrity; and

WHEREAS: Xerox has provided a contract for the purchase of one Xerox B8245H2 copier with Office Finisher and Fax line, at a total cost of \$ \$6,399.00 to purchase the units outright, along with a 60-month maintenance contract that includes a minimum monthly maintenance payment of \$15.00 and per-copy costs of \$0.0051; and

WHEREAS: By purchasing this unit outright, the County will save \$2,823, compared to leasing; and

WHEREAS: This purchase is being made under a State or Local Government Negotiated Contract (Contract No. 072855000); and

WHEREAS: Amending the budget, appropriating Capital funds, and utilizing Capital Reserve funds require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Tioga County Mental Hygiene Clinic to proceed with direct procurement and implementation of the new copiers and that the following funds be transferred and the 2026 budget be modified as follows:

FROM:	H 387805	Capital Hardware Reserve	\$ 6,399.00
TO:	H4309 521130	Equipment (Not Car)	\$ 6,399.00

And be it further

RESOLVED: That any reimbursement received on the copier purchase will be transferred back into the Capital Hardware Reserve at the end of 2026.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE
HEALTH AND HUMAN SERVICES COMMITTEE

RESOLUTION NO. -26 TRANSFER RESERVE FUNDS TO PURCHASE COPIER AT
DEPARTMENT OF SOCIAL SERVICES

WHEREAS: The Department of Social Services has determined there is a need for new copiers in their offices at 1062 State Route 38, Owego, NY 13827 due to current units reaching end of life and Xerox no longer having parts available to service them; and

WHEREAS: The ITCS Department conducted a review of three different vendors and determined that Xerox offered the best overall value and compatibility with the County's existing security toolsets, making it the most advantageous choice for continued operational integrity; and

WHEREAS: Xerox has provided contracts for the purchase of four monochrome copiers and one color copier for DSS locations (Reception, Employment, HHS Admin 1, HHS Admin 2, FSMA) at a total cost of \$31,554 to purchase the units outright, along with a 60-month maintenance contract that includes a minimum monthly maintenance payment of \$15.00 and per-copy costs of \$0.0051 for black and white copies and \$0.0506 for color copies; and

WHEREAS: By purchasing these units outright, the County will save \$2,823.60 on each Monochrome copier and \$2,700.60 on the Color copier, for a total savings of \$13,995, compared to leasing; and

WHEREAS: This purchase is being made under a State or Local Government Negotiated Contract (Contract No. 072855000); and

WHEREAS: Amending the budget, appropriating Capital funds, and utilizing Capital Reserve funds require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Department of Social Services to proceed with direct procurement and implementation of the new copiers and that the following funds be transferred and the 2026 budget be modified as follows:

FROM:	H 387805	Capital Hardware Reserve	\$31,554.00
TO:	H6010 521130	Equipment (Not Car)	\$31,554.00

And be it further

RESOLVED: That any reimbursement received on the copier purchase will be transferred back into the Capital Hardware Reserve at the end of 2026.

REFERRED TO:

PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26

RE-ESTABLISH PRIOR YEAR 2025
PUBLIC WORKS FUNDS

WHEREAS: Culvert pipe was encumbered and ordered in 2025 but will not be received until 2026; and

WHEREAS: Prior Year Public Works Funds need to be re-established in the amount encumbered as of year-end 2025 for purchase or completion in 2026; therefore be it

RESOLVED: That the following account and amount be re-established and the 2026 budget is amended:

D5110.540262	Metal Pipes/Culverts	\$92,042.24
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REFERRED TO:

PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26

RE-ESTABLISH PRIOR YEAR 2025
PUBLIC WORKS FUNDS

WHEREAS: Prior Year Public Works Funds need to be re-established for the remaining unspent balance as of year-end 2025 for purchase or completion in 2026; therefore be it

RESOLVED: That the following account and amounts be re-established and the 2026 budget is amended:

Capital Construction

H1620.520911	Renovations 56 Main Street
H1620.520927	Court Annex
H1620.520994.BG001	Truck Wash Building
H1620.521913	PSB Renovations
H1620.520926	HVAC Control System
H1620.521988	Courthouse Renovations

Amount to Re-Establish

\$612,157.76
\$343,013.63
\$286,110.98
\$234,269.26
\$143,011.54
\$ 13,362.33

Capital Equipment

H5130.521908	Tandem Trucks
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Amount to Re-Establish

\$187,507.20

REFERRED TO:

PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26

AUTHORIZING A BUDGET MODIFICATION TO
CORRECT THE ESTIMATED REVENUE FOR
SELF-INSURED WORKERS' COMPENSATION
ASSESSMENTS IN THE S-FUND

WHEREAS: Tioga County maintains a self-insured Workers' Compensation program and administers related costs and internal distributions, including assessments charged to other participating municipalities; and

WHEREAS: The Personnel department annually calculates and bills these assessments based on anticipated program costs and established allocation methodologies, and budgets the corresponding estimated revenues in the S-Fund; and

WHEREAS: Upon review of the 2026 Workers Compensation General Bills, it was identified that the budgeted amount of \$933,301.10 did not match the billed amount of \$987,061.83 and the amounts were not correctly or consistently transposed into the 2026 bills that went out to the participating municipalities; and

WHEREAS: The Personnel Department has verified that the assessments were calculated correctly in the amount of \$987,061.83, and municipalities were billed correctly for 2026, except for clerical errors; and

WHEREAS: There is a need to send corrected bills to municipalities with the correct budgetary figures, and adjust the 2026 S-Fund budget so the accurate assessment revenue amounts are reflected in the County's financial management accounting system; and

WHEREAS: The correction of the assessment revenue is necessary to ensure the S-Fund budget accurately reflects anticipated receipts, supports proper accounting and transparency, and maintains the integrity of the County's self-insured workers' compensation program and related municipal allocations; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the following budget modification to correct the estimated revenues for self-insured Workers' Compensation municipal assessments in the S-Fund for the 2026 fiscal year:

TO:	S1710 422220 Assessments	\$53,760.73
FROM:	S1710 424010 Interest and Earnings	\$53,760.73

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26 AUTHORIZE BUDGET TRANSFER
BOARD OF ELECTIONS

WHEREAS: The Tioga County Board of Elections would like to replace their aging amalgam of conference room chairs to facilitate a more professional, uniform and ergonomic workspace; and

WHEREAS: The quoted cost for a set of 12 chairs is \$850.99; and

WHEREAS: These new chairs are allowable expenses under the Ballot by Mail Grant (BBMG) as the BOE uses their conference room workspace to process mail ballots; and

WHEREAS: The current BBMG expense period expires March 31, 2026; and

WHEREAS: There are currently no funds appropriated under the 2026 BOE equipment budget for the BBMG project code, but sufficient funds are available under the BBMG project in the BOE operating budget; and

WHEREAS: Legislative approval is required to transfer funds between operating and equipment expense lines; therefore be it

RESOLVED: That the 2026 Budget be modified and funds be appropriated as follows:

FROM: A1450 540490 BBMG	Election Expense BBMG	\$850.99
TO: A1450 520070 BBMG	Chairs BBMG	\$850.99

REFERRED TO: FINANCE COMMITTEE

RESOLUTION NO. -26 2025 BUDGET- TRANSFER FUNDS
TREASURER'S OFFICE

WHEREAS: An additional printer for the Treasurer's Office was purchased and received in 2025; and

WHEREAS: The Office Equipment line A1325 520200 does not have sufficient 2025 budget available; and

WHEREAS: The Treasurer's Office has identified available 2025 funds in A1325 540140; and

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

RESOLVED: That funding be transferred in the 2025 budget as follows:

FROM: A1325.540140	Contracting Services	\$400.00
To: A1325.520200	Office Equipment	\$400.00

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26

TRANSFER OF FUNDS
2025 BUDGET MODIFICATION
MENTAL HYGIENE

WHEREAS: Tioga County is required to pay the full costs for Criminal Court Ordered Psychiatric Care for persons assigned Criminal Psychiatric services by Tioga County Courts; and

WHEREAS: Tioga County Mental Hygiene has received notice by New York State Office of Mental Health that a Tioga County resident was assigned these services, along with the required documentation and payment amount; and

WHEREAS: Tioga County Mental Hygiene 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 Tioga County Mental Hygiene 2025 budget be modified, and funds be transferred as follows:

From: A4310 510010 Salary Full Time \$ 35,699.91

To: A4390 540590 Criminal Psychiatric: Services Rendered \$ 35,699.91

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26

AMEND 2026 BUDGET &
APPROPRIATE FUNDS
PUBLIC HEALTH

WHEREAS: Tioga County Public Health has been awarded additional funding from the New York State Department of Health (NYSDOH); and

WHEREAS: The award is for successful participation in the annual NYSDOH Local Health Department Performance Incentive Program; and

WHEREAS: This is the thirteenth year of the Performance Incentive Program, which TCPH has successfully earned a monetary incentive each of these years; and

WHEREAS: The funding is designated for Public Health program related expenses; and

WHEREAS: Amending of Budget and Appropriation of Funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A4011.434010 Public Health: State Aid \$19,034

To: A4011.540487 Public Health: Program Expense \$19,034

REFERRED TO:

LEGISLATIVE WORKSESSION
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26

REAPPROPRIATION OF UNEXPENDED
STATE AID – CASINO REVENUE TO
CAPITAL ACCOUNT FOR BUILDING
RELATED EXPENSES

WHEREAS: The Tioga County Legislature previously appropriated State Aid – Casino Revenue received from the 4th quarter of 2024, pursuant to Resolution No. 249-25, to the Building Construction capital account for building-related capital expenditures; and

WHEREAS: A balance of \$92,710.00 remains unexpended as of 12/31/2025 from the appropriation authorized in Resolution No. 249-25 and per the resolution will be moved into the Capital Reserve H 387810 Building Reserve-SAC at year end 2025; and

WHEREAS: The County Administrator has requested that the unexpended balance be reappropriated out of the reserve and into the 2026 Capital Budget to continue to support building-related capital expenditures and due diligence efforts related to an acquisition of real property; and

WHEREAS: The appropriation of funds that amends the current year 2026 Capital Budget and utilization of funds dedicated to a Capital Reserve require Legislative approval; therefore be it

RESOLVED: That the unexpended balance of \$92,710.00 be appropriated as follows in the 2026 Capital budget out of the H 387810 Building Reserve-SAC:

FROM:	H 387810	BUILDING RESERVE-SAC	\$92,710.00
TO:	H1620 520994 BG005	BUILDING CONSTRUCTION	\$92,710.00

And be it further

RESOLVED: That any remaining funds unspent on 12/31/26 in the H1620 520994 BG005 Building Construction account shall be moved into the Capital Reserve H 387810 Building Reserve-SAC or carried forward at the discretion of the County Treasurer and the Chief Accountant.

REFERRED TO:

PUBLIC WORKS COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26

AUTHORIZING SALE OF TANDEM TRUCK TO
NEWARK VALLEY HIGHWAY DEPARTMENT

WHEREAS: Tioga County has budgeted for the replacement of several tandem trucks which comprise the Highway Department vehicle fleet; and

WHEREAS: The Commissioner of Public Works has identified a surplus in spare tandem trucks within the Highway Department and has obtained an appraisal from a local heavy truck distributor for one of the spare tandem trucks; and

WHEREAS: The Newark Valley Highway Department has offered to purchase the spare tandem truck at a price that is within the appraisal value range in the amount of \$18,500; and

WHEREAS: Legislative approval is required to sell County assets to municipalities; therefore be it

RESOLVED: That the Tioga County Legislature hereby approves the sale of the tandem truck to the Newark Valley Highway Department in the amount of \$18,500; and be it further

RESOLVED: That the 2026 Road Machinery Fund Budget be modified and the funds be appropriated to the following account:

TO: DM5130 426650 Sale of Equipment	\$18,500.00
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REFERRED TO: **HEALTH & HUMAN SERVICES COMMITTEE**
PERSONNEL COMMITTEE

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

WHEREAS: The Commissioner of Social Services would like to backfill this position from within her department; therefore be it

RESOLVED: That Sarah Moore is appointed to the title of Deputy Commissioner of Social Services at an annual, Management/Confidential salary of \$83,208 retroactive to February 7, 2026; and be it further

RESOLVED: That in accordance with Tioga County's Civil Service Rules, Ms. Moore shall serve a probationary period of eight to fifty-two weeks.

RESOLVED: That, until further notice, the vacant Director of Social Services position shall be left vacant and unfunded effective February 7, 2026.

REFERRED TO:

ED&P COMMITTEE
PERSONNEL COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -26

AUTHORIZE APPOINTMENT TO
COUNTY PLANNING DIRECTOR POSITION

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

WHEREAS: The County Planning Director position will become vacant due to retirement on February 28, 2026; and

WHEREAS: The Director of Economic Development and Planning has identified the current County Planning Director Trainee, Sara Zubalsky-Peer, to be a qualified candidate for the County Planning Director position; and

WHEREAS: Per Resolution No. 227-25 Ms. Zubalsky-Peer has served as the County Planning Director Trainee since August 9, 2025, and has exhibited the experience and ability to be appointed to the County Planning Director position; therefore be it

RESOLVED: That the Director of Economic Development and Planning is authorized to promote Sara Zubalsky-Peer to the title of County Planning Director, due to a successful training period, at an annual Management/Confidential salary of \$75,278, effective March 7, 2026; and be it further

RESOLVED: That the vacant County Planning Director Trainee position will become unfunded effective March 7, 2026.

REFERRED TO:

HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -26

AUTHORIZE POSITION RECLASSIFICATION
MENTAL HYGIENE

WHEREAS: Legislative approval is required for any position reclassification; and

WHEREAS: On December 12, 2025, the Personnel Department received a Position Description Questionnaire from Carissa Singer, Accounting Associate I, who works within the Mental Hygiene Department; and

WHEREAS: A desk audit resulted and involved the review of work tasks performed by this employee; and

WHEREAS: The Personnel Officer has determined that the appropriate classification reflective of the work performed and responsibility assigned to Ms. Singer, is consistent with Accounting Associate II; therefore be it

RESOLVED: That Carissa Singer's position, Accounting Associate I (CSEA SG IV), shall be reclassified to Accounting Associate II (CSEA SG V) effective retroactive to December 12, 2025; and be it further

RESOLVED: That Ms. Singer's salary will be retroactive to December 12, 2025, through December 31, 2025, at an annual salary of the 2025 CSEA SG V \$34,867 then be retroactive beginning January 1, 2026, at the 2026 CSEA SG V annual salary of \$36,087. The changes will be reflected in 2026 payroll #4.

REFERRED TO:

FINANCE, LEGAL AND SAFETY COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -26

RECLASSIFY ONE (1) FULL-TIME
ASSISTANT PUBLIC DEFENDER POSITION TO
TWO (2) PART-TIME POSITIONS
PUBLIC DEFENDER'S OFFICE

WHEREAS: Legislative approval is required for changes made to a Management/Confidential position; and

WHEREAS: The Public Defender has had a vacant full-time position without applicants since July 2025; and

WHEREAS: The appointment of Michael L. Arcesi to the position of Public Defender as of January 2026 has created an opening for a second full-time Assistant Public Defender position; and

WHEREAS: No applicants have been identified for either full-time Assistant Public Defender position; and

WHEREAS: The Public Defender has received inquiries regarding the possibility of part-time Assistant Public Defender employment; and

WHEREAS: The Public Defender has determined that the office cannot meet its present requirements without at least one additional Assistant Public Defender; and

WHEREAS: The full-time position that has remained open since July 2025 is grant-funded to the extent of \$85,000 and the Public Defender has determined that no impediment exists to the use of those funds for part-time employment; and

WHEREAS: State ILS (Indigent Legal Services) has the expectation that these two part-time positions will be converted back to one full-time position in the event they both become vacant simultaneously; therefore be it

RESOLVED: That the Public Defender's Office is hereby authorized to reclassify a full-time Assistant Public Defender position into two part-time Assistant Public Defender positions. The combined salaries for the two positions will not exceed \$85,000 and the fringe benefits for both part-time positions will be paid by the ILS HH Grant; and be it further

RESOLVED: That additional legislative approval will be required for the Public Defender to fill these part-time positions.

REFERRED TO:

HEALTH AND HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -26

ABOLISH ONE (1) FULL-TIME FUNDED
EARLY INTERVENTION SERVICES COORDINATOR,
RECLASSIFY ONE (1) PT DIRECTOR OF WEIGHTS &
MEASURES I POSITION TO ONE (1) FULL-TIME
DIRECTOR OF
WEIGHTS & MEASURES I - PUBLIC HEALTH

WHEREAS: Legislative approval is required for all position reclassifications and abolishing of positions within Tioga County; and

WHEREAS: The Director of Weights & Measures I position has been vacant since November 25, 2025; and

WHEREAS: The Director of Weights & Measures I has historically served in a part-time capacity; and

WHEREAS: Due to the operational needs of the program and in order to ensure it is managed to the highest standard, the Public Health Director has determined that a full-time Management/Confidential (M/C) position of Director of Weights & Measures I is necessary; and

WHEREAS: The Public Health Director has worked in conjunction with the Personnel Office to determine the appropriate classification for this title; therefore be it

RESOLVED: That one (1) full-time funded position of Early Intervention Service Coordinator (CSEA Grade X) be abolished effective February 10, 2026; and be it further

RESOLVED: That the part-time M/C position Director of Weights & Measures I (\$17,677 – \$22,677) be reclassified to a full-time M/C position of Director of Weights & Measures I (M/C \$46,719-\$56,719) effective February 10, 2026; and be it further

RESOLVED: That the Public Health Department's authorized 2026 full-time headcount remains unchanged and the 2026 part-time headcount is decreased from 7 to 6.

REFERRED TO:

PERSONNEL COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -26

RESOLUTION TO DECLARE WORKDAY
STATUS FOR ELECTED AND APPOINTED
OFFICIALS

WHEREAS: Resolution Nos. 206-09, 127-16, 230-17, 30-18, 59-18, 308-19, 160-19, 229-22, 410-24, 465-24, 37-25, 196-25, 294-25, and 344-25 established a standard workday for elected and appointed officials for New York State and Local Employees' Retirement System reporting purposes; therefore be it

RESOLVED: That the County of Tioga, Location Code 10049, hereby establishes the following as the standard workday for the title below, for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System as follows:

Appointed Officials

Five-day work week, seven-hour day:

Deputy Director of Probation (Group A)
Senior Recording Clerk

REFERRED TO:

LEGISLATIVE WORKSESSION

RESOLUTION NO. -26

AMEND EMPLOYEE HANDBOOK:
 SECTION I. RULES OF THE LEGISLATURE;
 SUBSECTION IV. ORDER OF BUSINESS
 PARAGRAPH 2 (i) PRESENTATION OF
 MOTIONS AND RESOLUTIONS, SECTION 2-
 COMMITTEES NEW PARAGRAPH (11) AND
 SECTION III. FINANCIAL RULES SUBSECTION
 B. RESOLUTIONS/ANNUAL REPORTS,
 SECTION I, RESOLUTIONS, PARAGRAPH A8

WHEREAS: For the purpose of establishing uniformity with the submission deadlines for resolutions and monthly Legislative Standing Committee agendas, the Tioga County Employee Handbook needs to be amended; therefore be it

RESOLVED: That the following sections of the Tioga County's Employee Handbook be amended as follows:

SECTION I. RULES OF THE LEGISLATURE

IV. ORDER OF BUSINESS

2. (i) Presentation of Motions and Resolutions – All resolutions to be presented at any regular meeting shall be submitted for consideration by the appropriate committee by filing with the Clerk of the Legislature no later than the Friday preceding the first week of committees each month. All financial and personnel-related resolutions shall be forwarded to the Clerk of the Legislature no later than Wednesday of the week due in order to allow time for the Budget Officer, Chief Accountant, and Personnel Officer to adequately review prior to submission on Friday.

The title of any resolution shall be sufficiently clear as to describe the resolution's general purpose and intent to the casual reader (See Resolution Procedures). Any resolutions not filed in a timely fashion will be deferred to the next scheduled regular meeting and shall not be considered at the current meeting; or such special meeting as may be called for the purpose of considering any such resolution, except by the consent of the majority of the Legislature. If the Legislature accepts the resolution to be heard, it must be submitted to the Clerk of the Legislature.

SECTION 2 – COMMITTEES

(11) Departments shall submit their Legislative Standing Committee agendas to the Clerk of the Legislature no later than the Friday preceding the first week of committees each month, in accordance with the deadline established for submission of resolutions.

SECTION III. FINANCIAL RULES –**b. RESOLUTIONS/ANNUAL REPORTS****SECTION I. RESOLUTIONS**

A8. Resolutions shall be forwarded to the Clerk of the Legislature no later than the Friday preceding the first week of committees each month. (Please refer to Section I. – Rules of the Legislature for resolution process.

All financial and personnel-related resolutions shall be forwarded to the Clerk of the Legislature no later than Wednesday of the week due in order to allow time for the Budget Officer, Chief Accountant, and Personnel Officer to adequately review prior to submission on Friday.

And be it further

RESOLVED: That the remainder of these policies remain unchanged.