



Tioga County Worksession Minutes

November 6, 2025 – 1:00 p.m.

Legislators Present:

Legislator Aronstam
Legislator Brown
Legislator Bunce
Legislator Ciotoli
Legislator Flesher
Legislator Monell (*arrived @ 1:05 p.m.*)
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standing

Legislators Absent:

None

Guests:

Matt Freeze, Reporter, Morning Times (*departed @ 2:04 p.m.*)

Staff present:

Peter DeWind, County Attorney
Cathy Haskell, Legislative Clerk
Jackson D. Bailey II, County Administrator
Linda Parke, Personnel Officer (*departed @ 2:04 p.m.*)

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

FOIL Appeal Hearings: County Attorney DeWind presented appeals for two FOIL requests for review and consideration by the Legislature.

County Attorney DeWind reported the first appeal is a second request for records concerning two parcels. This is exactly like the hearing we did on October 23, 2025 for the same properties. County Attorney DeWind reported he contacted the Committee on Open Government to ask some questions regarding our follow-up letter. County Attorney DeWind reported that as with the last hearing, the 62 Temple Street property does not exist, however, 60 West Temple Street does, but the individual does not seem to be interested in this property. County Attorney DeWind reported none of the records indicate that he has any interest in these properties under the current or former names provided. County Attorney DeWind further reported he checked all surrounding properties and finds no indication that this individual is named in the chain of title. As for the Cass Hill Road property, County Attorney DeWind reported there is no

indication that he was ever a prior owner. According to the Committee on Open Government, the individual may be entitled under FOIL to get a copy of the current deed, but that is not what he is specifically requesting. However, if that is something he wants, there would be no issue printing and sending him a copy of the current deed.

County Attorney DeWind recommended the Legislature uphold the denial because essentially what is being requested does not exist. All Legislators were in favor of upholding the denial based on non-existent records.

County Attorney DeWind reported the second appeal is requesting records for what the individual believes is an upcoming fair hearing through Social Services that may or may not be scheduled yet. County Attorney DeWind met with this individual earlier today, as he planned to attend today's meeting but thought the meeting was at 10:00 a.m. and not 1:00 p.m. County Attorney DeWind reported he informed the individual that he planned to recommend upholding the denial of the FOIL request as § 135 and § 136 of the Social Services Law protects from public release any confidential Social Services or Temporary Assistance for Needy Families (TANF) records. County Attorney DeWind reported he spoke with DSS staff to try and clarify what we can do for him. County Attorney DeWind reported that the individual's concern is that he has some relationship with taking custody of someone in the past and he feels that during the course of that case there were requests for information that he felt was unjustified. Essentially, he is looking for correspondence from the Department of Social Services regarding someone else's TANF case. County Attorney DeWind reported the denial is due to the fact that this is not his TANF case and the person that is subject to the TANF case is now eighteen years old.

County Attorney DeWind recommended the Legislature uphold the denial and in the meantime informed the individual that we would work with him about what processes should be used and what sort of release would need to be signed in order to obtain what he is requesting. All Legislators were in favor of upholding the denial based on the records requested are confidential, records pertain to someone else's TANF case, and the person subject to the TANF case is now eighteen years old.

Approval of Worksession Minutes: On motion of Legislator Ciotoli, seconded by Legislator Brown, the October 23, 2025 minutes were unanimously approved.

Action Items: Currently, there are no action items.

County Administrator Report/2026 Budget Update:

DEPARTMENTAL MANAGEMENT & LABOR RELATIONS

COLLECTIVE BARGAINING:

County Administrator Bailey reported the collective bargaining negotiations for Tioga County Corrections Association, Inc. and Tioga County Law Enforcement Association, Inc. are both still ongoing with current contracts expiring December 31, 2025. Mr. Bailey reported the MOU has been given to Tioga County Corrections negotiating team for review and if approved we will move forward with a resolution at the December 9, 2025. To date, we have not heard back from Law Enforcement.

DEPARTMENT HEAD SEARCH COMMITTEES:

County Administrator Bailey reported interviews are scheduled for Friday, November 7, 2025 for the Commissioner of Social Services. Mr. Bailey reported he anticipates scheduling the Public Defender interview the week of November 10, 2025 with the intent of bringing forth resolutions for Legislature consideration at the December 9, 2025 Legislature meeting.

DEPARTMENT HEAD EVALUATIONS:

Mr. Bailey reported all Department Head evaluations are completed and on file with the Personnel Office and copies given to all Department Heads.

STRATEGIC PLAN:

Mr. Bailey reported he will send a reminder to all Department Heads to be prepared to present their 2026 revision proposals at their December Legislative Standing Committee meetings. Based on Legislature approval, the revised proposals will become part of the 2026 Strategic Plan revision.

FINANCIAL MANAGEMENT & BUDGETING

Budget Officer – County Administrator Bailey distributed and reviewed the following 2026 budget documents:

- **YTD County Budget Report** – Mr. Bailey reported the total revised YTD budget is \$119,126,430. Objects of Revenue include actual revenues of \$90,549,760 with an amount remaining of \$28,576,670. Mr. Bailey reported Objects of Expense reflects new appropriations and revised budget of \$135,275,965 with actual YTD expenses as of October 2025 of \$86,984,547 and budgeted expenditures remaining of \$48,291,418.

Mr. Bailey reported the applied Fund Balance started out as \$6,309,355 noting modifications through appropriations and resolutions for an additional appropriation of \$9,840,181 for a total applied Fund Balance as of October 2025 of \$16,149,535. Mr. Bailey reported a difference of \$15,859.30 from the previous month is due to the Veterans Office modification of Dwyer Funding.

- **YTD Budget Report for County Administrator Budget: A1230** –

Mr. Bailey reported as of October 2025, the County Administrator's budget reflects a utilization of 79.1%. Mr. Bailey reported he has no budgetary concerns and has offered some funding to the Legislative Clerk, if needed, for year-end expenses that are shared in the office.

- **Tioga County 2026 Tentative Budget Brief** –

Mr. Bailey reviewed the Budget Brief PowerPoint presentation with the Legislators in advance of the 2026 Tentative Budget Public Hearing to make any necessary adjustments and/or answer any questions.

Mr. Bailey highlighted the following:

- Tioga County remains under the tax cap of 2.09% for the 14th consecutive year.
- Tioga County remains in compliance with its General Fund Balance Policy.
- All 2025 Programs are to be continued in 2026.
- Mandated Services make up approximately 113% of the total tax levy.

- Medicaid Cost makes up approximately 30% of the total tax levy.
- 2024 Fiscal Stress Monitoring Stress Level – No Designation 0-44.9.
- 2026 Tentative Budget of \$109,542,642; an increase of \$6,249,911 or 6.05%
- 2026 Tentative Capital Budget of \$6,777,772; an increase of \$1,531,324 or 29.19%
- American Rescue Plan Act (ARPA) funding has all been obligated. By the end of 2025, the County anticipates having spent \$7,858,935 of the \$9,362,868 amount awarded to Investments, Outside Agency Funding, and Provisions of Governmental Services. The approximate balance remaining is \$1,503,933. Of this amount, \$591,236 is obligated to the Emergency Radio System Communications Upgrade, \$433,011 is obligated to an Equipment Wash Facility, and \$479,686 is obligated to County Facility Upgrades. All ARPA funding must be spent by 12/31/26.
- Combined Composite Tax Rate for 2026 is \$6.64 per \$1,000 of assessed value. The average home with a total assessed value of \$100,00 will pay approximately \$664 in County Tax.

County Administrator Bailey reported following the November 12, 2025 Tentative Budget Public Hearing, the budget will roll from Level 4- Tentative to Level 5 – Adopted. Following the public hearing, the tax cap cannot be changed without conducting another public hearing. A resolution to adopt the 2026 Budget and Salary Schedules will be presented for Legislature consideration at the December 9, 2025 Legislature meeting.

ADMINISTRATION & COMMUNICATION

LEADERS MEETING:

Mr. Bailey reported he conducted an overview of the County's Contracts/Procurement policies and procedures with input from County Attorney DeWind at the October 28, 2025 Leaders Meeting. Mr. Bailey reported he will be working to update the County's Purchasing Policy and naming himself as the Purchasing Officer with Chief Information Officer Clark named as a secondary Purchasing Officer to oversee the online agreements such as Amazon, Omnia, Sourcewell, etc. The next meeting is scheduled for January 27, 2026 at 56 Main Street, Hubbard Auditorium, with Attorney Roemer's office conducting a presentation on Disciplinary Practices for Employees. Department Heads were encouraged to bring their Deputies or second-in-command to attend this presentation.

COMMUNITY OUTREACH:

The Tioga County Spotlight on Government Services highlighted the Information Technology & Communication Services Department in October and the press release and photo were published in the Owego Pennysaver.

CAPITAL PROJECTS:

Mr. Bailey reported the 56 Main Street North Wing HVAC Upgrade is proceeding. Initially, a crane was scheduled to be on-site on Veterans Day when the building was closed, however, this has been changed for Spring of 2026 when they will remove and replace all at the same time to alleviate the need for an extra crane request.

Mr. Bailey reported the Radio Communications Tower Upgrade project is ongoing. They are working on the RFP for the driveway remediations and working with NYSEG for the utilities to the towers. The project is slated for completion by mid-year 2026. There are no budgetary

concerns at this time. Mr. Bailey reported there is a resolution for Legislature consideration at the November 12, 2025 Legislature meeting to continue the work with the consultant into 2026.

MISCELLANEOUS:

Mr. Bailey reported the 2025 Leadership Tioga Commencement ceremony will be held on Wednesday, November 12, 2025.

Legislative Support: Legislative Clerk Haskell presented the Legislative Support report and minutes are documented in a separate document that will be sent to the Legislators.

Resolutions: Ms. Haskell reviewed the agenda and resolutions for the November 12, 2025 Legislature meeting.

Other: None

Executive Session: Legislators Aronstam, Brown, Bunce, Ciotoli, Flesher, Monell, Roberts, Sauerbrey, and Standinger were in attendance along with Legislative Clerk Haskell, County Administrator Bailey, and County Attorney DeWind. Motion by Legislator Brown, seconded by Legislator Ciotoli, to move into Executive Session to discuss real property negotiations, financial matters of an agency, and public safety matters at 1:30 p.m. Motion carried.

Motion by Legislator Monell, seconded by Legislator Ciotoli to adjourn Executive Session at 2:27 p.m.

Meeting adjourned at 2:27 p.m.

Next Worksession scheduled for Thursday, November 20, 2025 at 10:00 a.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk