



Legislative Support Minutes

March 4, 2021

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

Staff Attendance: Legislative Clerk Haskell, Deputy Legislative Clerk Eiklor, County Attorney DeWind, Tioga Co. Property Development Corp. (Land Bank) Director Saraceno, Personnel Officer O'Rourke, and Sheriff Howard were present.

Guest Attendance: None

MINUTES:

Approval of February 4, 2021 Legislative Support Minutes:

Legislator Roberts made the motion, seconded by Legislator Hollenbeck to approve the February 4, 2021 Legislative Support minutes, as written. Motion carried.

FINANCIAL:

2021 YTD Budget and Fringe Reports:

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

OLD BUSINESS:

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

- Second Special Legislature Meeting – February 4, 2021
- Public Hearing – Local Law Introductory No. B of 2021 – February 9, 2021
- Second Regular Legislature Meeting – February 9, 2021
- Third Special Legislature Meeting – February 18, 2021
- Public Hearing – Annual Agricultural District Inclusions – February 18, 2021

Home Rule Request Forms for 911 Surcharge – Home Rule Request forms were emailed to Senator Akshar's Albany, NY office on February 9, 2021. Received email notification on February 24, 2021 stating the forms were received, filed with the attorney's, and the Bill was requested out of committee. Legislative Clerk Haskell will continue to keep the Legislature apprised of any new developments.

COVID-19 Press Releases: The Legislative Office continues with daily press releases and website postings related to COVID-19 statistics.

Office of the Legislative Clerk

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



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

Board of Ethics Vacancy: The Legislature will need to fill the upcoming board member vacancy occurring as of March 31, 2021.

Leaders Meeting: Attended the February 24, 2021 Leaders Meeting at the Public Safety Building.

NEW BUSINESS:

Third Regular Legislature Meeting – March 9, 2021

- **Prayer, Pledge, Voting Process** - Legislator Standinger will lead the Legislature in the prayer, pledge, and voting process.
- **Recognition Resolution:**
 - **Recognizing Frank S. Lopke Posthumously** – At the request of Legislator Roberts, this resolution was prepared. Legislator Roberts invited the family to attend the March 9, 2021 Legislature meeting and is waiting for a response. Resolution will be read and presented by Legislator Roberts.
- **Proclamations:**
 - **Rabies Prevention & Awareness Month** – This proclamation has been read and presented in year's past, therefore, will just be noted in the March 9, 2021 minutes.
- **Institute for Advancement (I4A) Graduation** – Recognition ceremony of the 2020 graduates. Chair Sauerbrey will make opening remarks followed by graduate introductions and presentation by I4A member, Steven Palinosky.
- **State of the County Address** – Chair Sauerbrey will deliver the State of the County Address at the March 9, 2021 Legislature meeting.

2020 Annual Report – Ms. Haskell prepared and submitted the Legislative Clerk/County Auditor Annual Report to the Legislators and will post to the County website following today's meeting.

PERSONNEL:

Staff Work Hours – Ms. Haskell will assume the work hours of 8:00 a.m. – 4:00 p.m. effective April 1, 2021. The office will retain full coverage with Deputy Legislative Clerk Eiklor working 9:00 a.m. – 5:00 p.m.

Ms. Haskell noted the following items were not included on the agenda, as they occurred following distribution.

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Policy Review/Attestation - The County Attorney's office notified all staff via email on March 1, 2021 and Ms. Haskell forwarded the email to the Legislators regarding the requirement to review the Ethics Policy, Workplace Violence Policy and Comprehensive Information Security Policy and complete the attestation by March 31, 2021.

Public Hearing and Fourth Special Legislative Meeting - ED&P submitted a resolution to set a public hearing for a grant application to NYS HCR OCR CDBG for 2020 Program Year for Legislature consideration at the March 9, 2021 Legislature meeting. In light of this resolution, ED&P made the request for a public hearing and special meeting to adopt a resolution authorizing the grant application. The public hearing is set for Thursday, March 18, 2021 at 10:00 a.m. with the Fourth Special Legislature Meeting scheduled for 10:05 a.m.

Respectfully submitted,

Cathy Haskell

Legislative Clerk