



2024 Annual Report Legislative Clerk/County Auditor

A NOTABLE YEAR FOR ELECTED & APPOINTED OFFICIALS

At the First Special & Organizational Meeting of 2024, the Legislature acknowledged and congratulated District #7 Legislator Flesher, Sheriff Howard, County Clerk Klett, Coroner Kline, and Coroner Williams on their new terms of office. All elected officials were sworn-in by County Clerk Klett.

Legislator/Chair Sauerbrey was appointed by the Legislature and sworn-in by County Clerk Klett to serve as the Chair of the Legislature for 2024 serving her eleventh one-year Chair term.

Legislator Monell was appointed by the Legislature and sworn-in by County Clerk Klett to serve as Deputy Chair of the Legislature for 2024 serving his second one-year Deputy Chair term.

County Administrator Bailey was appointed as the County's Public Information Officer and Legislator Standinger was appointed as the Republican Majority Leader for 2024.

Sadly, the Legislature mourned the loss of one current and two former Legislators:

- **Legislator Dale N. Weston** passed away in office on April 2, 2024 and was posthumously recognized at the May 14, 2024 Legislature meeting. Legislator Weston was elected to the position of Tioga County District #6 Legislator on January 1, 2005 and successfully was re-elected every term thereafter.
- **Former Legislator Todd E. Smith** passed away on April 8, 2024 and was posthumously recognized at the May 14, 2024 Legislature meeting. Former Legislator Smith was elected to the position of Tioga County District #7 Legislator on January 1, 1999 and successfully re-elected until his resignation on September 30, 2003.
- **Former Legislator Peter L. Ward** passed away on May 8, 2024 and was posthumously recognized at the June 11, 2024 Legislature meeting. Former Legislator Ward was elected to the position of Tioga County District #7 Legislator on January 1, 1996 and successfully re-elected until he left office on December 31, 2004.

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

LEGISLATIVE CHAIR APPOINTMENTS

Chair Sauerbrey announced the 2024 Legislative Standing Committees, which went into effect February 2024.

Chair Sauerbrey made the following Legislative Chair appointments in 2024:

Committee	Legislators/Staff
Personnel Legislative Standing Committee <i>(temporary appointment 1/9 – 12/31/24)</i>	Legislator Standinger
ED&P Legislative Standing Committee <i>(temporary appointment 2/13 – 12/31/24)</i>	Legislator Ciotoli
CSEA Negotiations Committee <i>(appointed 2/13/2024)</i>	Legislator Ciotoli Legislator Standinger Personnel Officer Parke Commissioner of Public Works Hammond Deputy Commissioner of Social Services Myers

It is important to note that the CSEA Negotiations Committee was successful in negotiating an agreement for the contract period of 2025-2027 and a resolution to ratify the collective bargaining agreement was adopted at the Twelfth Regular Legislature Meeting on December 10, 2024.

RETIREMENT RECOGNITIONS

The Legislature recognized and congratulated five employees on their retirements in 2024 and thanked them for their eleven to thirty-two years of dedicated service to Tioga County. Through recruitment and promotion, the Legislators welcomed their successors.

LEGISLATIVE MEETINGS – CONDUCTING THE BUSINESS OF THE COUNTY

The Legislature convened twelve regular meetings, three special meetings, and eight public hearings in 2024. Minutes were recorded, typed, indexed, and copied for the official Journal of Proceedings.

The Legislature adopted 470 resolutions, including eight Recognition Resolutions.

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The Legislature adopted the following policy revisions of the County's Employee Handbook; ***Comprehensive Information Security Policy, Personnel Rules, and Building & Vehicle Procedures.***

The Legislature acknowledged twenty proclamations in 2024. Most notably were ***Employee Recognition, American Stroke Month, Great American Smokeout Day, Human Trafficking Awareness Month, Tioga Central Football and Waverly Central Football State Championships, Recognizing Tioga Central Football Coach Aiello on being Selected as the 2023 Lou Rettino High School Coach of the Year, Bell of Sessions/Emma Sedore Day, Salute to Tioga County Employee Veterans and Active Military Day, and Recognition of Centennial Year of the New York State Association of Counties.***

The Chair of the Legislature presented the State of the County Address at the Fourth Regular Legislature Meeting on April 9, 2024.

The County Administrator presented the 2025 Tentative Budget at the public hearing on November 12, 2024.

The Legislature adopted the 2025 County Budget at the Twelfth Regular Legislature Meeting on December 10, 2024.

COUNTY AUDITOR

The County Auditor provided monthly AP updates to the Legislature as part of the Legislative Support Committee report.

The County Auditor reviewed and processed 2,447 purchase card transactions totaling \$597,909.74, which is an increase of 492 transactions and \$67,828.20 from the previous year.

The County Auditor reviewed and processed 8,725 accounts payable invoices totaling \$25,826,582.49, which is a decrease of 406 invoices and \$523,568.70 from the previous year.



2024 LOCAL LAWS

The Legislature introduced and adopted the following two (2) new Local Laws:

- Local Law No. 1 of the Year 2024 – A Local Law authorizing twelve (12) and thirteen (13) year old licensed hunters to hunt deer with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter. This local law was adopted on April 9, 2024 with an immediate effective date.
- Local Law No. 2 of the Year 2024 – A Local Law Amending Local Law No. 1 of 1988 establishing a Schedule of Fees for permits issued by the Tioga County Department of Health as amended by Local Law No. 1 of 1990, as amended by Local Law No. 3 of 1991, as amended by Local Law No. 8 of 1995 and as amended by Local Law No. 3 of 2002. This local law was adopted on November 12, 2024 with an effective date of January 1, 2025.

PERSONNEL

The Legislature appointed Jackson D. Bailey, II as the new County Administrator effective July 1, 2024.

The Deputy Legislative Clerk position became vacant on August 2, 2024 due to a resignation.

STATE OF EMERGENCY

Chair Sauerbrey, in agreement with the Tioga County Legislature, continued the State of Emergency originally issued on November 8, 2023 throughout 2024 regarding the prohibition of accepting New York City FHEPS and/or SOTA housing vouchers within Tioga County without prior written approval.

On October 31, 2024, Chair Sauerbrey issued a State of Emergency Burn Ban prohibiting outside burning of any type due to the lack of rain and dry conditions, making conditions at an increased risk of fires. The State of Emergency Burn Ban was rescinded as of November 29, 2024.

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The Legislative Office continued to keep the public informed through media releases and posting the State of Emergency Declaration and Emergency Orders on the County website.

2025 GOALS

As we begin the New Year, I look forward to accomplishing the following:

- ❖ Hiring and training for the Deputy Legislative Clerk position.
- ❖ Completing the Two-Year Sales Tax Extender Legislation process.
- ❖ Legislative Office renovation process.
- ❖ Serving on the Executive Committee of the NYS Association of Clerks of County Legislative Boards and 2024 appointment as Chair of the Welcome Committee.
- ❖ Attending the Legislative Clerk's annual NYS Association of Clerks of County Legislative Boards conference May 14-16, 2025 in Wyoming County.
- ❖ Establishing and co-facilitating the Policy Review Committee with the County Administrator.
- ❖ Establishing a Munis training committee and program with the County Administrator.
- ❖ Starting Strategic Plan long-term goal process of hiring additional Deputy Legislative Clerk position.
- ❖ Continued training offered through the County's Institute for Advancement Program.

Dated: February 3, 2025

Respectfully submitted,

Cathy Haskell

Legislative Clerk/County Auditor