



FINANCE, LEGAL & SAFETY COMMITTEE

August 12, 2025

10:30 A.M.

ATTENDANCE:

Legislators: Chair Sauerbrey, Roberts, Standinger, Brown, Bunce, Aronstam, Ciotoli, Monell

Staff: Legislative Clerk Haskell, County Attorney DeWind, Treasurer McFadden, Safety Officer Holbrook, Personnel Officer Parke, Chief Accountant Schurter, County Administrator Bailey, Public Defender Cline, Deputy Treasurer Chandler, District Attorney Martin, ILS Administrator Graven, Public Defender Cline, Assistant Public Defender Arcesi

Guests: N/A

- APPROVAL OF MINUTES:

- Legislator Monell asked for a motion to approve July 15, 2025, minutes. Legislator Ciotoli made the motion seconded by Legislator Brown and was unanimously carried.

- FINANCIAL:

- Legal and Safety: Legal and Safety's budgets are tracking well.

- OLD BUSINESS:

- Litigation and Claims: There is one more large trial scheduled for the District Attorney's Office in September, but it could be adjourned to next year. There will need to be a carryover of funds into 2026 for legal fee costs associated with costs for appeals. There is one new claim that will be sent to NYMIR and will be treated as a civil claim. NYMIR continues to work to settle upcoming litigation.
- NYMIR Walkthrough: The walk-through went well with no recommendations.

- NEW BUSINESS:

- Budget:

APPROVED

- Public Defender: The budget is zero based as most of running expenses are covered by ILS grants,
- District Attorney: Money will need be moved from Postage to Printing due to an increase in printing costs. The budget is zero based.
- ILS: The only change will be an increase in the assigned counsel fund due to assigned counsel rates increasing for 18B Panel. Due to the state only reimbursing twenty-five percent (25%) of counsel rates there will need to be an increase of this budget line at county-share. The remainder of the budget is zero-based. ILS will need a carryover of legal fees associated with the District Attorney's trials.
- Safety: The budget is zero-based with the exception of the monies used for security. This cost will become a County-share in 2026.
- Legal: The budget is zero-based as funds were moved around to cover expenses for 2026.
- There is a Federal Law which allows current and retired law enforcement to carry a firearm in public buildings. Security protocols will be addressed to ensure compliance with the law's requirements for those entering public county buildings.
- Nepotism Policy: The County does not currently have a policy that covers supervision of family members. The current Ethics Policy only covers spouses and children in the home. County Attorney DeWind will craft a policy for legislative review.
- Training Compliance: Ms. Holbrook stated at this point there is no recourse for employees who do not complete mandated training(s). Employees who do not complete defensive driving training, as per county policy, will be removed from the approved drivers list and will not be allowed to drive a county vehicle or claim mileage reimbursement.
- PERSONNEL:
 - 3rd Assistant County Attorney: This position remains open with no applications received or any interest.
 - P/T Case Manger (ILS and PD): These positions remain open with no applications received or any interest.

APPROVED

- Secretary to the Public Defender: Public Defender Cline has received multiple applications for this position and has submitted a resolution for the hiring of an employee currently working in his Family Court office.
- 3rd Assistant District Attorney: District Attorney Martin has recruited a suitable candidate with ties to the area. A late-file resolution has been submitted for the hiring of this person.
- RESOLUTIONS: EXECUTE ADDENDUM TO LEASE AND EASEMENT AGREEMENT OF PROPERTY LOCATED AT PROSPECT HILL ROAD, WAVERLY, NEW YORK TO MAINTAIN AN ACCESS ROAD FOR THE RADIO TOWER PROJECT; AMEND EMPLOYEE HANDBOOK: SECTION IV. PERSONNEL RULES; SUBSECTION q. TIOGA COUNTY SEXUAL HARASSMENT PREVENTION POLICY; APPOINT SECRETARY TO THE PUBLIC DEFENDER PUBLIC DEFENDERS' OFFICE; AMEND EMPLOYEE HANDBOOK; SECTION IX. SAFETY RULES, SUBSECTION WORKPLACE VIOLENCE PREVENTION PROGRAM POLICY AND DISCRIMINATORY HARASSMENT POLICY were moved into full Legislative Session without further questions.
- PROCLAMATIONS
 - N/A
- EXECUTIVE SESSION
 - County Attorney DeWind asked for a motion to enter into Executive Session to discuss a personnel matter. Legislator Brown made the motion and was seconded by Legislator Roberts at 11:41 A.M. At 11:55 A.M. Legislator Monell made a motion to exit Executive Session and was seconded by Legislator Ciotoli.
- ADJOURNMENT:
 - Legislator Monell adjourned the Legal & Safety Committee at 11: 57 A.M.

Respectfully submitted,

Christine Freyvogel

Paralegal to the County Attorney