

Board of Elections

1062 State Route 38 P.O. Box 306 Owego, NY 13827

Democratic Commissioner James C. E. Wahls

Democratic Deputy Commissioner Amber Duke

🌐 www.TiogaCountyNY.gov

☎ 607 687 8261

Republican Commissioner Kelly A. Johnson

Republican Deputy Commissioner Amy Sheridan

✉ VoteTioga@tiogacountyny.gov



ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, October 6, 2026

10:30 a.m.

AGENDA

APPROVAL OF MINUTES

FINANCIAL

- YTD Budget Report attached

OLD BUSINESS

- See September minutes
- Updates:
 - Ballot certified ahead of deadline. Mail ballots sent ahead of deadline.
 - Commissioners received Poll Site Agreement from South Apalachin Baptist Church. Mailed Polling Location Change Cards to all households with registered voters.

NEW BUSINESS

- Election Dates/Deadlines
 - Returned mail ballots canvassed daily
 - Pre-election machine testing began Oct. 5th
 - Legal notices and press releases to be issued with election information
 - Extended BOE office hrs for two nights week of Oct. 19th
 - Last day to register to vote, request ballot by mail/online portal: Oct. 24th
 - Early Voting Oct. 24th – Nov. 1st
 - Last day to request ballot over the counter: Nov. 2nd
 - Election Day November 3rd

PERSONNEL

- Election Inspector Update: Assignment letters mailed October 1.

RESOLUTIONS / PROCLAMATIONS

- Appointment of Republican Election Commissioner
- Appointment of Democratic Election Commissioner

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ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, September 8, 2026

10:30 a.m.

MINUTES

ATTENDANCE

Legislators Andrew Aronstam, Ron Ciotoli, and Bill Standing.

Commissioners James Wahls and Kelly Johnson.

Absent: Legislator Jake Brown. Guests: County Administrator Jackson Bailey, Legislative Chair Tracy Monell, Legislative Clerk Cathy Haskell, Legislator Jo Ellen Rose.

APPROVAL OF MINUTES

Motion by Legislator Ciotoli. Second by Legislator Standing. All in favor. Carried.

FINANCIAL

The YTD Budget Report was presented. Commissioner Wahls stated we were tracking fine. Commissioner Wahls explained that line items to amend 2026 budget by grant resolutions would be explained. The Legislators had no questions or concerns.

OLD BUSINESS

See August minutes.

Updates: All data files for the 2026 Primary have been uploaded to the state's Dr John L Flateau Voting & Elections Database of New York (VEDA).

Commissioners have secured a new poll site to replace the closed Apalachin United Methodist Church. The new polling location will be the South Apalachin Baptist Church. Commissioners have completed the ADA survey and poll site agreement has been approved by the county attorney. Commissioner Wahls explained that press releases as well as mailings would be going out. Legislator Ciotoli inquired if we would also be putting a notice on the former site and we responded we had to by law.

NEW BUSINESS

Deadline for ballot certification is September 10. We are on track to have it certified ahead of that date.

Military, Special Federal and UOCAVA ballots are set to be mailed out ahead of deadline of September 18, with regular mail ballots to go out the following week.

Dates are set for pre-election activities such as logic and accuracy testing of tabulation machines, review of affidavit ballots, and recanvass. Letters were mailed to the candidates with dates and times of these events.

PERSONNEL

We are now up to 169 people signed up for summer election inspector training and will fall slightly short of the goal of 185. Nine out of the ten classes have been completed, with the last one being Sept 23.

The seasonal PT clerks started August 17 and that is already proving to be helpful.

Deputy Commissioner Amy Sheridan began August 24 and is a perfect fit for our office as she came with election knowledge having worked at another county's Board of Elections.

Commissioners attended the NYS Election Security Workshop all day in Oriskany, NY on August 12 and CIO Brandon Clark went with us. Commissioner Johnson stated it was very helpful to have him attend with us as he detailed some procedures in place with other departments that we were unaware of that will be beneficial in the event of an emergency.

The commissioners attended the NYS Election Commissioners' Conference in Syracuse August 24 – August 27 and Commissioner Johnson stated that many issues were discussed, including a new procedure for processing incomplete registrations.

RESOLUTIONS / PROCLAMATIONS

Two resolutions were presented to authorize grants and amend the 2026 budget. One is for the 2026 Election Grant and the other is for the 2026 Mail Ballot Grant.

Meeting adjourned.



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A1450 Elections							
A1450 412910 Election Fees	-4,000	0	-4,000	-5,113.28	.00	1,113.28	127.8%
A1450 510010 Full Time	223,578	0	223,578	158,340.02	.00	65,237.98	70.8%
A1450 510020 Part Time/Temporar	225,562	0	225,562	88,819.45	.00	136,742.55	39.4%
A1450 510030 Overtime Pay Only	11,000	0	11,000	2,347.19	.00	8,652.81	21.3%
A1450 520090 Computer	2,000	0	2,000	.00	.00	2,000.00	.0%
A1450 520130 Equipment (Not Car	5,000	0	5,000	23.00	.00	4,977.00	.5%
A1450 530551 Maintenance in Lie	27,223	0	27,223	10,382.64	.00	16,840.36	38.1%
A1450 540010 Advertising	3,500	0	3,500	991.68	.00	2,508.32	28.3%
A1450 540140 Contracting Servic	600	6,580	7,180	6,980.22	.00	199.78	97.2%
A1450 540320 Leased/Service Equ	4,000	-4,000	0	.00	.00	.00	.0%
A1450 540390 Mileage Expense	600	0	600	368.55	131.45	100.00	83.3%
A1450 540420 Office supplies	3,000	0	3,000	1,624.09	.00	1,375.91	54.1%
A1450 540480 Postage	15,000	0	15,000	8,812.89	.00	6,187.11	58.8%
A1450 540485 Printing/Paper	2,500	50	2,550	833.86	425.58	1,290.56	49.4%
A1450 540490 Election Expense	44,000	-12,298	31,702	15,825.33	3,495.00	12,381.47	60.9%
A1450 540550 Rent	3,000	0	3,000	1,500.00	.00	1,500.00	50.0%
A1450 540560 Repairs	500	0	500	236.37	.00	263.63	47.3%
A1450 540620 Software Expense	68,438	8,718	77,157	77,156.62	.00	.00	100.0%
A1450 540733 Training/All Other	10,000	1,000	11,000	10,707.46	.00	292.54	97.3%
A1450 581088 State Retirement F	65,191	0	65,191	31,064.27	.00	34,126.73	47.7%
A1450 583088 Social Security Fr	35,005	0	35,005	14,052.32	.00	20,952.68	40.1%
A1450 584088 Workers Compensati	8,255	0	8,255	19,219.36	.00	-10,964.36	232.8%*
A1450 585588 Disability Insuran	395	0	395	167.02	.00	227.98	42.3%
A1450 586088 Health Insurance F	130,532	0	130,532	73,579.87	.00	56,952.13	56.4%
A1450 588988 Eap Fringe	106	0	106	239.28	.00	-133.28	225.7%*
TOTAL NO PROJECT	884,985	50	885,035	518,158.21	4,052.03	362,825.18	59.0%
BBMG Ballot By Mail Grant							
A1450 439060 BBMG State Aid-Elec	0	-12,343	-12,343	-850.99	.00	-11,491.59	6.9%*
A1450 520070 BBMG Chairs	0	851	851	850.99	.00	.00	100.0%
A1450 540480 BBMG Postage Ballot	0	1,100	1,100	1,060.77	.00	39.23	96.4%
A1450 540490 BBMG Election Expen	0	10,392	10,392	7,060.40	2,000.00	1,331.19	87.2%
TOTAL Ballot By Mail Grant	0	0	0	8,121.17	2,000.00	-10,121.17	100.0%
GE26 2026 Election Grant Projram							
A1450 439060 GE26 State Aid-Elec	0	-12,003	-12,003	.00	.00	-12,003.44	.0%*



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A1450 540490 GE26 Election Expen	0	12,003	12,003	.00	747.30	11,256.14	6.2%
TOTAL 2026 Election Grant Program	0	0	0	.00	747.30	-747.30	100.0%
MBG 2026 Mail Ballot Grant Program							
A1450 439060 MBG State Aid-Elect	0	-13,018	-13,018	.00	.00	-13,017.55	.0%*
A1450 540490 MBG Election Expens	0	13,018	13,018	.00	.00	13,017.55	.0%
TOTAL 2026 Mail Ballot Grant Program	0	0	0	.00	.00	.00	.0%
VBMG Vote by Mail 2025							
A1450 439060 VBMG State Aid-Elec	0	-13,129	-13,129	.00	.00	-13,128.77	.0%*
A1450 540490 VBMG Election Expen	0	13,129	13,129	.00	1,541.25	11,587.52	11.7%
TOTAL Vote by Mail 2025	0	0	0	.00	1,541.25	-1,541.25	100.0%
TOTAL Elections	884,985	50	885,035	526,279.38	8,340.58	350,415.46	60.4%
TOTAL REVENUES	-4,000	-50,492	-54,492	-5,964.27	.00	-48,528.07	
TOTAL EXPENSES	888,985	50,542	939,528	532,243.65	8,340.58	398,943.53	
H1450 Elections							
H1450 520300 Voting Machines	45,000	0	45,000	.00	.00	45,000.00	.0%
TOTAL Elections	45,000	0	45,000	.00	.00	45,000.00	.0%
TOTAL EXPENSES	45,000	0	45,000	.00	.00	45,000.00	
GRAND TOTAL	929,985	50	930,035	526,279.38	8,340.58	395,415.46	57.5%

** END OF REPORT - Generated by Wahls, James **

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -26

APPOINTMENT OF REPUBLICAN
ELECTION COMMISSIONER

WHEREAS: The Chairman of the Republican Party has submitted their recommendation to the Clerk of the Legislature; therefore be it

RESOLVED: That Kelly Johnson be and hereby is appointed Election Commissioner for the Republican Party from January 1, 2027 through December 31, 2028.

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -26

APPOINTMENT OF DEMOCRATIC
ELECTION COMMISSIONER

WHEREAS: The Chairman of the Democratic Party has submitted their recommendation to the Clerk of the Legislature; therefore be it

RESOLVED: That James Wahls be and hereby is appointed Election Commissioner for the Democratic Party from January 1, 2027 through December 31, 2028.