

APPROVED

TIOGA COUNTY, NEW YORK

Office of the County Attorney

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

Peter J. DeWind County Attorney ☎ 607 687 8253 📠 607 223 7003 🌐 www.TiogaCountyNY.com



FINANCE, LEGAL AND SAFETY COMMITTEE

November 12, 2025

10:30 A.M.

ATTENDANCE:

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

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

Guest(s): JoEllen Rose

APPROVAL OF THE MINUTES: Legislator Monell asked for a motion to approve October 14, 2025, minutes. Legislator Ciotoli made the motion seconded by Legislator Brown and was unanimously carried.

FINANCIAL: Legal and Safety's budget are tracking well. However, County Attorney DeWind continues to monitor the Legal Fees object line. Additional mailing expenses are being observed to ensure sufficient budget funds for the remaining year.

OLD BUSINESS:

- Litigation and Claims: Opioid Settlement Payments – the County will receive additional payments in the fourth quarter (around \$800,000 for the year).
- Space Heater Policy: A resolution is being presented to update this policy.

NEW BUSINESS:

- CPR/First Aid/Stop the Bleed & Narcan Training – Ms. Holbrook conducted this training for 32 Public Works employees.
- Ms. Holbrook will be facilitating in-person yearly compliance training for Public Works employees.
- The Public Defender's Office is exploring shared services with ITCS for data storage costs, case management system, and the acquisition of a new copier as the current copier lease has expired and the unit needs to be replaced.

PERSONNEL:

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- 3rd Assistant County Attorney vacancy remains open with no interest.
- Assistant Public Defender vacancy remains open with no interest.
- Public Defender vacancy remains open with one application received.

RESOLUTIONS: RECLASSIFICATION OF ASSIGNED COUNSEL APPROPRIATION FOR STANDARD VOUCHER EXPENSES; SALARY FOR PART-TIME ASSIGNED COUNSEL PARALEGAL ASSIGNED COUNSEL OFFICE; AMEND EMPLOYEE HANDBOOK: SECTION IX. SAFETY RULES; SUBSECTION K. SPACE HEATERS; AUTHORIZE ACCEPTANCE OF A GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES AND AMEND ASSIGNED COUNSEL AND PUBLIC DEFENDER'S 2025 BUDGET; AUTHORIZE ACCEPTANCE OF A GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES AND AMEND ASSIGNED COUNSEL AND PUBLIC DEFENDER'S 2025 BUDGET were moved into full Legislative session without further questions.

PROCLAMATIONS: N/A

EXECUTIVE SESSION: Legislator Monell made the motion to enter into executive session to discuss a litigation matter and was seconded by Legislator Brown. Legislator Ciotoli made the motion to exit executive session which was seconded by Legislator Brown.

ADJOURNMENT: Legislator Monell adjourned the Finance, Legal and Safety Committee meeting at 11 A.M.

Respectfully submitted,

Sandra Short

Secretary to the 1st Assistant County Attorney