



Tioga County Worksession Minutes December 8, 2022 – 1:00 p.m.

Legislators Present:

Legislator Brown
Legislator Ciotoli
Legislator Monell
Legislator Mullen
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standinger
Legislator Weston

Legislators Absent:

None

Guests:

Dean Morgan, Tioga County Code Enforcement Officer (*Departed at 1:06 p.m.*)
Christine Curtis, IDA Executive Director (*Departed at 1:20 p.m.*)
Jenny Ceccherelli, IDA Chairwoman (*Departed at 1:20 p.m.*)

Staff Present:

Peter DeWind, County Attorney
Cathy Haskell, Legislative Clerk
Amy Eiklor, Deputy Legislative Clerk
Linda Parke, Personnel Officer
Denis McCann, Director of Administrative Services
Stephanie Jerzak, Chief Accountant
Gary Hammond, Commissioner of Public Works (*Arrived at 1:01 p.m.*)

Call Meeting to Order: Chair Sauerbrey opened the meeting at 1:00 p.m. with a **Public Hearing on Local Law Introductory No. D of 2022** for Legislature consideration of the following:

- **Local Law Providing for the Repeal of Local Law No. 5 of 2006 and the Enactment of a Replacement Law Providing for the Administration and Enforcement of the New York State Uniform Fire Prevention and Building Code**

Legislative Clerk Haskell took roll call and read the legal notice as published in the Tioga County designated newspapers. Public Hearing adjourned at 1:05 p.m. with regular worksession immediately following.

Cost Benefit Analysis PILOT Application for Best Bev LLC – IDA Executive Director:

IDA Executive Director, Christine Curtis, reported Best Bev LLC has filed a PILOT Application with the Industrial Development Agency. Ms. Curtis reported Best Bev LLC provides co-packing, material sourcing, storage, and brand distribution for both alcohol and non-alcoholic beverages. Best Bev LLC will invest \$22.9 million to renovate 685 Broad Street Extension in Waverly, known as the Waverly Trade Center. Ms. Curtis reported the co-applicant is the property owner, Jeff Barber, owner of Stateline Auto Auction. Mr. Barber will lease the building to Best Bev LLC; therefore, the property owner must also be on the application. Ms. Curtis reported the following application highlights:

- Project is anticipated to create 65 new full-time positions with anticipated annual payroll of \$1.4 million by 2024
- Indirect employment impact could potentially lead to the creation of an additional 134 positions in Tioga County
- Sales Tax Exemption requested is related to renovations anticipated to be around \$4,529,500. IDA will offer a sales tax exemption estimated at \$362,360. The local portion is \$181,180
- Over a period of ten years, Best Bev LLC would be afforded an estimated real property tax abatement of \$265,461.60.

Legislator Standinger inquired if the Waverly School District was on board with the PILOT. Ms. Curtis replied that she has not contacted the school yet. Ms. Curtis expects to present to all remaining Boards next week. She reported she met with the Town of Barton Supervisor and Deputy Supervisor this morning. Legislator Standinger asked what the Town of Barton Supervisors thought of the application. Ms. Curtis responded that they were not supportive of the project. She indicated that the Town of Barton Supervisors believe the company is going about this in a backwards fashion. She stated the company already has a lease with Mr. Barber and have started renovations on the building.

Legislator Standinger prefers that the Legislature be the final entity for PILOT application presentations. That way the Legislature has an idea what the other municipalities think about the project. Ms. Curtis will come back to the Legislature at the January 5, 2023 Worksession to present more information and ask for a Letter of Support.

2023 Organizational Meeting Agenda Review: Ms. Haskell reported the 2023 Organizational Meeting will be held on January 3, 2023 at 9:00 a.m. Ms. Haskell reviewed the agenda and reported the following:

- Legislator Monell will lead in the Prayer, Pledge of Allegiance, and voting process
- Republican and Democratic Election Commissioners will be sworn in
- County Coroner W. Stewart Bennett will be sworn in
- Chair of the Legislature will be nominated and sworn in for a 1-year term
- Deputy Chair will be nominated and sworn in for a 1-year term
- Nominate Public Information Officer and Republican Majority Leader
- Disclosures

Ms. Haskell reported the following standard resolutions will be presented at the meeting:

- Trips Authorized
- Designation of Official Depositories
- Designate Official Newspapers
- Designation of Newspaper for Republican Party
- Designation of Newspaper for Democratic Party
- Set Salary of Chair
- Fix Dates and Times of Tioga County Legislative Meetings
- Annual Review of Procurement Policy

Approval of Worksession Minutes: On motion of Legislator Mullen, seconded by Legislator Brown, the November 22, 2022 minutes were unanimously approved.

Action Items: Currently we have none.

Legislative Support: Legislative Clerk Haskell asked for approval of the November 10, 2022 Legislative Support committee minutes. On motion of Legislator Mullen, seconded by Legislator Brown and unanimously carried, the minutes were approved.

Legislative Clerk Haskell reported the following:

- The Legislative Office has expended 84.7% of their budget to date, which is slightly less than this time last year.
- The Legislative Office will begin encumbering funds via purchase order and requests that the Legislators submit their mileage by December 23, which is the Treasurer's Office deadline for entering 2022 purchase orders.
- Annual Safety Trainings are due December 9.
- The Legislature agreed to cancel the December 22, 2022 Worksession
- NYSAC Conference is scheduled for February 27 – March 1 and Ms. Haskell will make reservations for any Legislator interested in attending.
- Legislator Weston does not wish to continue serving on the Fish and Wildlife Management Board. Interested Legislators should contact Ms. Haskell for appointment via resolution.

Resolutions: Ms. Haskell reviewed the agenda and resolutions for the December 13, 2022 Legislature meeting with discussion occurring on the following:

- ***Authorize Appointment of Full-Time Deputy Director Position – Office of Emergency Services:*** Legislator Mullen stated that the individual's resume is incredible, and he is very pleased to see she will be appointed to Deputy Director.

- **Amend Employee Handbook: Add New Policy to Section IV. Personnel Rules, Subsection U. Entitled Rights of Nursing Employees to Express Breast Milk:** Ms. Haskell reported this is a new policy and is required by Law.
- **Amend Employee Handbook: Section VII. Purchasing and Payment Policy, Subsections III. Purchasing Cards, IV. Purchasing, and XI. Methods of Procurement Not Covered by Bidding:** Ms. Haskell reported the quote threshold for purchasing will increase from \$500 to \$3,000. The purchase card section of the policy was also amended in its entirety and the person named for overseeing the administrative details of the County's Purchasing Program has been changed.

Other:

- **Vacancy Process:** Chair Sauerbrey reported the Legislature will have to fill the current vacancy in District 7. However, the individual must come from the Newark Valley, Richford, or Berkshire area. Legislator Standinger also represents District 7 and is from Candor. Local Law No. 2 of 2022 states District 7 cannot have two representatives from the same Town. Tioga County Republican Chairman, Don Castellucci, has been putting feelers out for potential candidates. A few individuals have expressed interest in the position. Chair Sauerbrey expects the process to begin in January.

Ms. Haskell explained interested candidates will submit resumes and be interviewed by the Legislature. The Legislature would then appoint someone. Petitions will need to be carried in March in preparation for the General Election in November. The petition and election process will have to be completed again in 2024, due to the term expiration date.

Executive Session: Motion by Legislator Brown, seconded by Legislator Mullen, to move into Executive Session to discuss the appointment of a particular employee at 1:49 p.m. Motion carried.

Motion by Legislator Monell to adjourn Executive Session at 2:13 p.m., seconded by Legislator Brown. Executive Session adjourned at 2:13 p.m.

Motion by Legislator Monell to withdraw resolution for the re-appointment of Public Health Director, seconded by Legislator Monell. All in favor.

Meeting adjourned at 2:15 p.m.

The December 22, 2022 Worksession has been canceled. The next Worksession is scheduled for Thursday, January 5, 2023, at 1:00 p.m.

Respectfully submitted,

Amy Eiklor

Deputy Legislative Clerk