

Mr. Wheeler stated the remaining recommendations were policy and procedure related. The State Comptroller is looking for something more comprehensive than what we currently have.

MOTION: APPROVING THE CORRECTIVE ACTION PLAN RELATIVE TO THE STATE COMPTROLLER'S AUDIT ENTITLED STEUBEN COUNTY SAFEGUARDING COMPUTERIZED DATA AS PRESENTED AND FORWARDING TO THE LEGISLATURE FOR APPROVAL AND ADOPTION MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Real Property Tax Service Agency

1. **Contract Extension** – Mr. Roach requested authorization to extend the contract with Applied Business Systems for tax bill printing and mailing for 2026 under the same terms and conditions.

MOTION: AUTHORIZING THE DIRECTOR OF THE REAL PROPERTY TAX SERVICE AGENCY TO RENEW THE CONTRACT WITH APPLIED BUSINESS SYSTEMS FOR TAX BILL PRINTING AND MAILING FOR 2026 UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. HANNA. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Tax Certiorari** – Mr. Roach requested authorization to participate in two tax certiorari proceedings with the Town of Hornellsville in an amount not to exceed \$10,000.

MOTION: AUTHORIZING THE COUNTY TO PARTICIPATE IN THE APPRAISAL COSTS RELATIVE TO TWO TAX CERTIORARI PROCEEDINGS IN THE TOWN OF HORNELLSVILLE; COUNTY'S SHARE IN THE APPRAISAL COSTS NOT TO EXCEED \$10,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Local Law Tax Exemptions Amendments**

a. *Volunteer Firefighter or Ambulance Worker* – Mr. Roach stated the Governor passed a law which added language to include the surviving spouse of an enrolled firefighter or ambulance worker who was killed in the line of duty. The law also changed the length of service from five years to a minimum of two to five years of service. This provides an exemption of 50 percent on the primary residence.

MOTION: AMENDING LOCAL LAW NO. EIGHT FOR THE YEAR 2023, RELATIVE TO ENROLLED VOLUNTEER FIREFIGHTER OR AMBULANCE WORKER MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

b. *Senior Citizens Exemption Percentage* – Mr. Roach stated the Governor passed a law that changed the percentage, not the income limit of the sliding scale. The sliding scale has now been changed to increase the maximum exemption percentage to 65 percent. Individuals with an annual maximum income of \$32,000 will be eligible for 65 percent. We are currently at 50 percent for individuals with a minimum annual income of \$34,000.01 to a maximum annual income of \$35,000.00. With the change to the exemption percentage, we will have 1,200 individuals that will fall into those new categories. Mr. Van Etten asked will the municipalities also have ability to utilize these new categories? Mr. Roach stated the municipalities will have to adopt their own local laws. We try to forward information to the municipalities. The assessors would also be aware of this through their association. Mr. Van Etten asked is there any deadline to enact this? Mr. Roach replied no.

MOTION: AMENDING LOCAL LAW NO. THREE FOR THE YEAR 2023 RELATIVE TO SENIOR CITIZENS, CREATING ADDITIONAL INCOME CATEGORIES AND CORRESPONDING EXEMPTION PERCENTAGES ON REAL PROPERTY MADE BY MR. VAN ETTEN. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

c. *Veterans Exemption* – Mr. Van Etten asked do you have any information on the disabled veterans exemption going to 100 percent? Mr. Roach stated there were amendments made to the original law. The local option has been taken out and is now mandatory. We now have until October to amend our local law. There are certain criteria that need to be met to get the 100 percent exemption. There are certain mental health categories, you must be 100 percent unemployable and also need to have qualified for the home modification program. Originally the schools were involved, but he needs to check on that and a few other things before he brings for approval.

d. *Law Enforcement Exemption* – Mr. Wheeler stated the Governor also signed into law an exemption for widows/widowers of full-time law enforcement officers. We need to get further information on this and will bring that to committee next month.

C. Commissioner of Finance

1. **Granicus Contract Renewal** – Mr. Alger requested authorization to renew the contract with Granicus for one year with an annual cost not to exceed \$52,000. He explained this is for the software that helps us identify and monitor short-term rental properties. Since we have started using this software we have seen a significant increase in revenue.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RENEW THE CONTRACT WITH GRANICUS FOR ONE YEAR FOR AN ANNUAL COST NOT TO EXCEED \$52,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Bond Counsel Services** – Mr. Alger requested authorization to enter into a contract with Orrick, Herrington & Sutcliffe, LLP to act as bond counsel for the Landfill expansion project for an annual cost not to exceed \$25,000. Mr. Thew asked do we know how much we anticipate needing to bond? Mr. Wheeler stated the bids are coming in at approximately \$20 million. We would be looking to bond the vast majority of that. Mr. Van Etten commented we need to stop giving sweet deals to large haulers at a preferred rate. Mr. Wheeler stated we have had meetings with one of the large haulers and that is something that we are working on. He commented we have not borrowed for the Landfill in 20 years, so this is a new thing. We don't want to deplete our cash position. Mr. Thew stated he agrees with Mr. Van Etten and we only have so much land at the end of the day.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ENTER INTO A CONTRACT WITH ORRICK, HERRINGTON & SUTCLIFFE, LLP TO ACT AS BOND COUNSEL RELATIVE TO THE LANDFILL EXPANSION PROJECT FOR AN ANNUAL COST NOT TO EXCEED \$25,000.00 MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Amory Associates, LLC Contract Extension** – Ms. Housworth stated they contract with Amory Associates for actuarial services relative to GASB 75 (post-employment benefit calculation) reporting. She requested authorization to extend the contract for one year at a cost of \$6,900.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO EXTEND THE CONTRACT WITH AMORY ASSOCIATES FOR ACTUARIAL SERVICES RELATIVE TO GASB 75 REPORTING FOR ONE YEAR FOR A COST OF \$6,900.00 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Personnel

1. **Community Services**

Create One (1) Senior Social Work Assistant Position, CSEA Grade L

Mr. Thew asked when you say that a position is required by the State, how are we informed of that? Mr. Alderman stated sometimes it is part of a grant application or we receive documentation from the State. In this particular case,

this position is for AOT and there was State aid guidance and requirements. This position is required pursuant to Mental Hygiene Law Section 9.47 and Section 9.48. Mr. Thew asked in the future when we have these positions that are required by the State, please attach supporting documentation to those requests.

Mr. Thew asked are we creating positions because we need them or because we want them? He stated he would rather reclassify, than create new, those positions that we want to have. Mr. Van Etten asked if the positions are grant-based, when the money goes away, does the position go away? Mr. Wheeler stated for those, we would bring them back to committee. We have had positions go away when the funding went away.

Mr. Thew stated in the future he would like to look at all of the positions we have created; that were required by the State, to see if the State is still providing funding.

MOTION: CREATING ONE SENIOR SOCIAL WORK ASSISTANT POSITIONS, CSEA GRADE L, IN THE DEPARTMENT OF COMMUNITY SERVICES MADE BY MR. HANNA. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Social Services**

Create Two (2) Help Desk Technical Assistant Positions, CSEA Grade G

MOTION: CREATING TWO HELP DESK TECHNICAL ASSISTANT POSITIONS, CSEA GRADE G, IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Create Two (2) Caseworker Positions, CSEA Grade K

MOTION: CREATING TWO CASEWORKER POSITIONS, CSEA GRADE K, IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Create One (1) Computer Operations Supervisor Position, CSEA Grade N

MOTION: CREATING ONE COMPUTER OPERATIONS SUPERVISOR POSITION, CSEA GRADE N, IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

F. County Manager

1. **Enterprise Fleet Management Contract** – Mr. Wheeler stated he will present this for discussion at next month’s meeting.

2. **Empire Access Contract Extension** – Mr. Wheeler requested authorization to extend the contract with Empire Access through September 30, 2026. The current contract expires at the end of the month and that is when they expect all of the work to be complete, however, they will not be done with the billing.

MOTION: AUTHORIZING THE COUNTY MANAGER TO EXTEND THE CONTRACT WITH EMPIRE ACCESS THROUGH SEPTEMBER 30, 2026, MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **City of Corning Claim** – Mr. Wheeler explained we have been paying the attorney fees relative to the Hoad claim and received another bill for \$12,147.90. He noted that he has not received any feedback in terms of the City of Corning being willing to sign the Intermunicipal Agreement for participation on the SWAT team.

Mr. Thew stated his thought is that we pay once we get an answer on the Intermunicipal Agreement. He stated he does not think we should approve paying additional funds until we get that answer. Mr. Wheeler stated we have the authorization to pay up to \$10,000, but for any new bills that come in, we will not process them if that is the will of the committee until they give us an answer one way or the other. He stated if they don't want to enter into the agreement, we will not penalize them; we just need to know so that we can make sure we are not in this situation again. Essentially that was my conversation with the city; we are not telling you what to do, we just need communication.

Mr. Van Etten stated at a minimum, they should not be participating on the SWAT team until there is a signed agreement. Mr. Thew asked Ms. Fitzpatrick if she has received any information from the Sheriff about this? Ms. Fitzpatrick stated she has not talked to him about it. She keeps hoping that they will just sign the agreement and we can move forward, but she will plan to speak with him today and indicate that without the agreement, the members from the City of Corning will not be able to participate. She stated she one hundred percent agrees with the action of the committee to not pay this claim. However, as the County Attorney has indicated, they are part of the team, they participated in this incident, and we have to pay this debt. Mr. Thew stated that it may be better to say that anyone on the SWAT team who is not a county employee will not be covered if there is an incident and let them know that.

Mr. Van Etten stated he does not have a problem with their legal bill because that was for past action. He stated he has a problem now and moving forward; no one should be on the SWAT team for the county unless we have a signed agreement in place. Ms. Fitzpatrick stated she agrees.

Mr. Wheeler stated there are two points; the first is relative to the bill and he stated that Mr. Rosell can speak to the City's attorney and he will speak with the City Manager. The second is communication about staying on the SWAT team absent an agreement.

Secretary's Note: County Manager and County Attorney will communicate with the City Manager and City Attorney regarding the payment of additional fees once a response is received regarding the Intermunicipal Agreement and will also advise that there shall be no further involvement in the SWAT team until there is an agreement in place.

4. **Recruiting Services RFP** – Mr. Wheeler stated they received five responses. He recommended awarding the RFP to Pracademic Partners for a retainer fee of \$4,000 per month plus \$5,000 per successful placement with a one-year placement guarantee or next search free. This will be a one-year contract with the option of four, one-year renewals.

MOTION: AWARDING THE RFP FOR RECRUITING SERVICES TO PRACADEMIC PARTNERS FOR A RETAINER FEE OF \$4,000 PER MONTH PLUS \$5,000 PER SUCCESSFUL PLACEMENT WITH A ONE-YEAR PLACEMENT GUARANTEE OR NEXT SEARCH FREE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Administrative Code Amendment(s)** – Mr. Wheeler two amendments for consideration. The first is adding a new "F" under Allowable Transfers. This codifies past practice that we have done for many years relative to year-end transfers. The second is an amendment to the HIPAA policy due to a change in Federal Law relative to the disclosure of substance use disorders.

MOTION: APPROVING AMENDMENTS TO THE ADMINISTRATIVE CODE RELATIVE TO ALLOWABLE TRANSFERS AND HIPAA POLICY AS PRESENTED MADE BY MR. HANNA. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****
Tuesday, April 14, 2026
9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, April 1, 2026