

ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS
Tuesday, December 6, 2022
10:30 a.m.
MINUTES

ATTENDEES

Legislators Ciotoli, Brown, and Standinger; Commissioners Wahls & Layman
Guests: Cathy Haskell, Stephanie Jerzak

APPROVAL OF OCTOBER MINUTES

Motion by Legislator Brown, second by Legislator Standinger, all in favor, carried.

FINANCIAL

Board of Elections YTD Budget Report was presented. Budget transfer requested via proposed resolution in order to complete election inspector payments.

OLD BUSINESS

See October Minutes.

The 2022 General Election was completed with no major issues. Official results are certified and posted on Tioga County BOE web page.

Commissioner Wahls has resumed gathering documentation and submitting claims for eligible federal and state grant reimbursements. Application for the Absentee Pre-Paid Postage Grant was recently submitted, but has yet to be approved. After inquiry, Ms. Jerzak advised to still enter the general billing before year-end to ensure any reimbursement gets accounted for 2022.

NEW BUSINESS

Payments to election inspectors for General Election in progress. Letters were sent to affidavit voters to notify them of the status of their vote. Letters were sent to the winners of local elections to notify them of the official results.

Paperwork to complete the 2022 Annual Survey to NYS Board of Elections has been received, and information is due to NYSBOE by January 21, 2023.

Commissioners will be attending the upcoming NYS Election Commissioners Winter Conference in Albany, Jan 17-20, 2023.

PERSONNEL

The Democratic Election Clerk PT position was filled, hired on Nov. 1 after special legislative meeting to approve appointment. The new clerk has already been a great help.

RESOLUTIONS/PROCLAMATIONS

Resolution to authorize Board of Elections budget transfer was presented. No questions or concerns from legislators.

Meeting adjourned.