

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 James Hoover
✉ VoteTioga@tiogacountyny.gov



ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, June 3, 2025

10:30 a.m.

AGENDA

APPROVAL OF MINUTES

FINANCIAL

- YTD Budget Report attached.

OLD BUSINESS

- See May minutes.
- May 20 school budget vote held successfully.
- Mail ballots transmitted: Sent May 8 to Military and Overseas, May 16 to regular Absentee and Early Vote by Mail. Returned ballots are being canvassed.
- Even-Year Election Law Update.

NEW BUSINESS

- Independent Petitions filed May 20 – May 27. Three in total.
- Pre-election testing and preparations under way ahead of the June 24 primary.
- Early Voting dates are June 14 – June 22.
- Commissioners have chosen finalists in the "I Voted" Sticker Contest and will present them to Legislature at June 5th Worksession to select winners. Winners are to be awarded at the July 15th Regular Meeting.

PERSONNEL

- Dates set for Summer/Fall Inspector Trainings; scheduling letters to go out shortly.

RESOLUTIONS / PROCLAMATIONS - NONE

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ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, May 6, 2025

10:30 a.m.

MINUTES

ATTENDEES

Legislators Ron Ciotoli, Tracy Monell, Bill Standinger, and Jake Brown
Commissioners Kelly Johnson, James Wahls
Guests: County Administrator Jackson Bailey, Legislative Clerk Cathy Haskell, Andrew Aronstam

APPROVAL OF MINUTES

Motion by Legislator Ciotoli. Seconded by Legislator Monell. All in favor. Carried.

FINANCIAL

YTD Budget Report was presented. Grant reimbursement was received from the State for the new ePollbook laptops, over \$42,000. No issues or questions.

OLD BUSINESS

See April Minutes.

Ballots are designed for the 3 districts we are assisting with the May 20 school budget vote.

Mail check cards dropped April 17 and have been processed quickly to keep our database up to date.

New laptops are received and tagged. We are still waiting for NYSBOE approval to use them which will likely be after the June Primary.

NYSBOE visited April 8, and our database was found to be exceptional. Also reviewed the equipment we have purchased with the HAVA funds.

Resolution passed to abolish PT drivers and utilize Public Works employees.

NEW BUSINESS

Certification of Primary Candidates submitted to NYSBOE.

Early Voting Communication Plan/ FAQ submitted to NYSBOE and media outlets.

Commissioners met with CIO Jeremy Loveland regarding NTS election software, as we will need to replace associated hardware to continue receiving software updates.

Commissioners attended the after-action meeting regarding the false Active Shooter Alert incident. We appreciated the opportunity to be heard.

BOE Staff are to attend mandatory accessible ballot training May 7 (online).

Mail ballots for the 2025 Primary will be mailed by May 9 for Military and Overseas voters, and by May 16 for regular Absentee and Early Vote by Mail voters.

PERSONNEL

Kristy Whatley started April 21 as Republican Election Clerk PT.

Held NEW Inspector Training April 30. Appointed 14 new inspectors bringing total back to 200.

Meeting adjourned.



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 05

ACCOUNTS FOR:			ORIGINAL	TRANFRS/	REVISED		AVAILABLE	PCT
A	General	Fund	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	BUDGET	USE/COL
A1450 Elections								
A1450 412910	Election Fees		-4,000	0	-4,000	-231.40	.00	-3,768.60 5.8%*
A1450 439060	BBMG State Aid-Elec		0	-22,234	-22,234	.00	.00	-22,234.39 .0%*
A1450 510010	Full Time		216,018	0	216,018	81,110.10	.00	134,907.90 37.5%
A1450 510020	Part Time/Temporar		255,433	0	255,433	28,653.78	.00	226,779.34 11.2%
A1450 510030	Overtime Pay Only		11,000	0	11,000	.00	.00	11,000.00 .0%
A1450 520090	Computer		2,000	0	2,000	.00	.00	2,000.00 .0%
A1450 520130	Equipment (Not Car		5,000	-104	4,896	.00	.00	4,896.26 .0%
A1450 530551	Maintenance in Lie		27,223	0	27,223	.00	.00	27,223.00 .0%
A1450 540010	Advertising		2,500	0	2,500	.00	.00	2,500.00 .0%
A1450 540140	Contracting Servic		0	550	550	154.15	.00	395.85 28.0%
A1450 540320	Leased/Service Equ		5,000	0	5,000	519.76	.00	4,480.24 10.4%
A1450 540390	Mileage Expense		600	0	600	47.66	.00	552.34 7.9%
A1450 540420	Office Supplies		3,000	0	3,000	87.88	.00	2,912.12 2.9%
A1450 540480	Postage		15,000	0	15,000	6,396.78	.00	8,603.22 42.6%
A1450 540485	Printing/Paper		1,500	0	1,500	255.02	.00	1,244.98 17.0%
A1450 540490	Election Expense		45,000	-550	44,450	7,101.46	.00	37,348.54 16.0%
A1450 540490	BBMG Election Expen		0	22,234	22,234	475.00	.00	21,759.39 2.1%
A1450 540550	Rent		3,000	0	3,000	.00	.00	3,000.00 .0%
A1450 540560	Repairs		500	0	500	124.89	.00	375.11 25.0%
A1450 540620	Software Expense		66,000	0	66,000	61,475.20	.00	4,524.80 93.1%
A1450 540733	Training/All Other		10,000	0	10,000	3,948.84	.00	6,051.16 39.5%
A1450 581088	State Retirement F		46,886	0	46,886	8,695.50	.00	38,190.50 18.5%
A1450 583088	Social Security Fr		26,154	0	26,154	8,674.74	.00	17,479.26 33.2%
A1450 584088	Workers Compensati		42,560	0	42,560	4,385.08	.00	38,174.92 10.3%
A1450 585588	Disability Insuran		272	0	272	97.68	.00	174.32 35.9%
A1450 586088	Health Insurance F		68,161	0	68,161	42,834.11	.00	25,326.89 62.8%
A1450 588988	Eap Fringe		128	0	128	57.78	.00	70.22 45.1%
TOTAL Elections			848,935	-104	848,831	254,864.01	.00	593,967.37 30.0%
TOTAL General Fund			848,935	-104	848,831	254,864.01	.00	593,967.37 30.0%
TOTAL REVENUES			-4,000	-22,234	-26,234	-231.40	.00	-26,002.99
TOTAL EXPENSES			852,935	22,131	875,066	255,095.41	.00	619,970.36



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2025 05

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	848,935	-104	848,831	254,864.01	.00	593,967.37	30.0%
** END OF REPORT - Generated by wahls, James **							