



**Cortland County Public
Works Committee
Committee Meeting
~ Agenda ~**

60 Central Ave.
Cortland, NY 13045
www.cortlandcountyny.gov

Tuesday, March 10, 2026

9:00 AM

Room 302

View Meeting Virtually:

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=md8acdb603b7e4c10475a45a979bb2c5c>

Tuesday, March 10, 2026 9:00 AM | 1 hour 30 minutes | (UTC-05:00) Eastern Time (US & Canada)

Meeting number: 2330 996 1137

Password: NZbPs7fp2K5

Join by phone

+1-415-655-0001 US Toll

Access code: 233 099 61137

Call to Order

Attendee Name	Present	Absent	Late	Arrived
Committee Member Beau Harbin				
Committee Member Dominick Mantella				
Committee Member Christopher Newell				
Committee Member Ronald J. Van Dee				
Committee Member Eugene Waldbauer				
Committee Vice-Chair Keith VanGorder				
Committee Chair Paul Heider				

Approval of Minutes

- 1. Public Works Committee Minutes - February 10, 2026**

Resolutions

ON MOTION OF PAUL HEIDER

AGENDA ITEM NO. 1.

**Proposed Local Law "D" of 2026 - A Local Law Amending Local Law No. 5 of 1971, as Amended by
Local Law No. 3 of 2000, to Rename the Department of Central Services as the Department of
Information Technology**

WHEREAS, said Local Law has been in final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date; AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required; NOW THEREFORE

BE IT ENACTED by the Cortland County Legislature as follows:

SECTION 1. LEGISLATIVE INTENT

The Cortland County Legislature previously established the Department of Central Services pursuant to Local Law No. 5 of 1971, which was subsequently amended by Local Law No. 3 of 2000. The Legislature finds that the functions performed by this department have evolved over time and are more accurately reflected under the title Department of Information Technology. The purpose of this Local Law is to update the name of the department to better reflect its mission and responsibilities while maintaining continuity of authority, duties, and operations.

SECTION 2. NAME CHANGE

Local Law No. 5 of 1971 entitled “A Local Law Establishing the Department of Central Services,” as amended by Local Law No. 3 of 2000, is hereby amended so that the Department of Central Services shall hereafter be known as the Cortland County Department of Information Technology. All references in Local Law No. 5 of 1971, as amended, to the Department of Central Services shall be deemed to refer to the Department of Information Technology.

SECTION 3. CONTINUITY OF AUTHORITY

The change in name shall not alter, diminish, or expand the powers, duties, responsibilities, functions, or authority previously granted to the Department under Local Law No. 5 of 1971, as amended by Local Law No. 3 of 2000. All personnel, programs, records, property, equipment, and contractual obligations previously assigned to or administered by the Department of Central Services shall continue under the Department of Information Technology.

SECTION 4. REFERENCES

Any reference in any local law, resolution, rule, regulation, policy, contract, agreement, or other document to the Department of Central Services shall be deemed to refer to the Department of Information Technology. Any reference in any local law, resolution, rule, regulation, policy, contract, agreement, or other document to the Information Technology Department, Department of Information Technology, or similar designation shall likewise be deemed to refer to the Cortland County Department of Information Technology as established by this Local Law.

SECTION 5. SEVERABILITY

If any clause, sentence, paragraph, subdivision, or part of this Local Law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof.

SECTION 6. EFFECTIVE DATE

This Local Law shall take effect upon its filing in the Office of the Secretary of State as provided by Section 27 of the Municipal Home Rule Law.

ON MOTION OF PAUL HEIDER

AGENDA ITEM NO. 2.

Amend 2026 Budget to Transfer Social Services Information Technology Responsibilities to the Information Technology Department - Information Technology

WHEREAS, the needs of the Department of Social Services will be better served by having the County Information Technology Department assume Information Technology duties needed for the Department of Social Services; AND

WHEREAS, it is the recommendation of the Department of Social Services to no longer have the position of Information Systems Administrator in the Department as of April 1, 2026 and to move the position to the Information Technology Department; AND

WHEREAS, the Department of Social Services has entered into a Memorandum of Understanding commencing on April 1, 2026 to pay the costs of the Information Technology Department taking on this work and position; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Information Systems Administrator (Grade 25, CSEA, \$35,0243 – 44.3319/hr, competitive class, full time with benefits) be moved to the Information Technology Department effective April 1, 2026; AND BE IT FURTHER

RESOLVED, the 2026 Cortland County budget be amended as follows:

Increase:

A16805.51005	Salary	\$ 71,299
A16805.58020	Retirement	\$ 10,695
A16805.58030	FICA	\$ 5,454
A16805.58040	Workers' Compensation	\$ 1,350
A16805.58060	Health Insurance	\$ 16,288
A16805.58062	Dental Insurance	\$ 68
A16805.58065	Vision Insurance	\$ 15
A168042.41289	Departmental fees (revenue)	\$ 105,169

A60105.54815	Contracted Agencies	\$ 105,169
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Decrease:

A60105.51005	Salary	\$ 71,299
A60105.58020	Retirement	\$ 10,695
A60105.58030	FICA	\$ 5,454
A60105.58040	Workers Compensation	\$ 1,350
A60105.58060	Health Insurance	\$ 16,288
A60105.58062	Dental Insurance	\$ 68
A60105.58065	Vision Insurance	\$ 15

Action Items

- 1. Authorize Independence Day Celebration at Dwyer Memorial County Park - July 4, 2026**
- 2. Authorize Use of County Office Building Parking Lot for Touch a Truck Event June 7, 2026**

Monthly Reports

1. **Solid Waste Monthly Report**
2. **Department of Public Works Monthly Report**
3. **Weights and Measures Monthly Report**
4. **IT Monthly Report**

Discussion Items

1. **New Hangar - Bid Results**

Adjournment