



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

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

Tuesday, May 12, 2026

9:00 AM

Room 302

Call to Order

The meeting was called to order at 09:04 AM by Committee Vice Chair Vangorder.

Roll Call

PRESENT:	Legislator Beau Harbin, Legislator Dominick Mantella, Legislator Ronald VanDee, Legislator Keith VanGorder, Legislator Eugene Waldbauer, Legislator Christopher Newell
ABSENT:	
EXCUSED:	Legislator Paul Heider
OTHERS PRESENT:	
Kevin Fitch	Chair of the Legislature
Savannah Hempstead	Clerk of the Legislature
Michael Ponticiello	County Administrator
Charlie Sudbrink	Commissioner of Public Works
Alan Ricottilli	Deputy Commissioner of Public Works
Chris Holl	Director of Weights & Measures
Kyle Camanaro	Deputy Director of Information Technology
Morgan Spaulding	Grants Administrator
Don Chu	Resident
Kim Cameron	Resident
Victoria Monty	County Attorney
Sandra Price	Legislator
William McGovern	Legislator
Cathy Bischoff	Legislator
Ashley Millard	Deputy Clerk of the Legislature (Remote)
Nicole Compton	County Attorney Executive Assistant (Remote)
Andrea Herzog	Director of Finance (Remote)

Approval of Minutes

1. **April 7, 2026 Public Works Committee Minutes**

RESULT:	APPROVED
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Resolutions

ON MOTION OF PAUL HEIDER

AGENDA ITEM NO. 1.

Abolish One Senior Network Specialist/Create One Network Specialist - Department of Information Technology

WHEREAS, there is an anticipated Senior Network Specialist vacancy in the Department of Information Technology; AND

WHEREAS, the needs of the Department of Information Technology will be better served by instead, filling this vacancy with a Network Specialist by abolishing one (1) position of Senior Network Specialist, and creating one (1) position of Network Specialist; AND

WHEREAS, the Public Works Committee recommends the abolition and creation of these positions; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Senior Network Specialist (Grade 25, CSEA, \$35.0243-\$44.3319/hr, competitive class, full time with benefits) be abolished effective upon the vacancy of the current incumbent but no earlier than May 28, 2026 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Network Technician (Grade 22, CSEA \$31.2705-\$39.5804/hr, competitive class, full time with benefits) be created with permission to fill effective upon the vacancy of the current incumbent but no earlier than May 29, 2026 at 12:01 a.m.

RESULT:	APPROVED (6 TO 0)
MOVER:	Legislator Ronald VanDee
SECONDER:	Legislator Eugene Waldbauer
AYES:	Beau Harbin, Dominick Mantella, Ronald VanDee, Keith VanGorder, Eugene Waldbauer, Christopher Newell
NAYS:	None
EXCUSED:	Paul Heider
ABSENT:	

ON MOTION OF PAUL HEIDER

AGENDA ITEM NO. 2.

Approve Purchase Kobelco Excavator - Department of Public Works

WHEREAS, the Public Works Committee has approved the purchase of a Kobelco SK260LC-11 Excavator; AND

WHEREAS, the Commissioner of Public Works has recommended the purchase of one (1) Kobelco SK260LC-11 Excavator as follows:

VENDOR

QUOTE

Tracey Road Equipment 6803 Manlius Center Rd East Syracuse, NY 13057	One (1) Kobelco SK260LC-11 Excavator w 194 HP Engine \$269,889.00
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; AND

WHEREAS, the amount is not to exceed \$269,889.00; AND

WHEREAS, Cortland County will be using Sourcewell Contract #011723-KBL for the purchase of this piece of equipment; AND

WHEREAS, it has been determined that it is in the County's best interest financially to purchase this equipment using the Road Machinery Capital Reserve account (E.386300.CAP); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the purchase of one (1) Kobelco DK260LC-11 Excavator for an amount not to exceed \$269,889.00; AND BE IT FURTHER

RESOLVED, that the Road Machinery fund 2026 budget be amended as follows:

INCREASE:

E51305.52015	Department Specific Equipment	\$269,889
E.351100	Appropriated Reserves	\$269,889

RESULT:	APPROVED (6 TO 0)
MOVER:	Legislator Ronald VanDee
SECONDER:	Legislator Christopher Newell
AYES:	Beau Harbin, Dominick Mantella, Ronald VanDee, Keith VanGorder, Eugene Waldbauer, Christopher Newell
NAYS:	None
EXCUSED:	Paul Heider
ABSENT:	

Action Items

Monthly Reports

1. **Public Works Monthly Report**

RESULT:	COMPLETED
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2. **Weights & Measures Monthly Report**

RESULT:	COMPLETED
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3. Solid Waste Monthly Report

RESULT:	COMPLETED
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4. Information Technology Monthly Report

RESULT:	COMPLETED
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Discussion Items

1. Host Community Solar Agreements

RESULT:	COMPLETED
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Executive Session

It was MOVED by Chris Newell, seconded by Eugene Waldbauer, and unanimously approved by voice vote of members present, to enter into an executive session to discuss the collective negotiations pursuant to article fourteen of the civil service law. MOTION CARRIED.

An executive session was held from 10:20 a.m. to 10:40 a.m., at which time on motion of Dominick Mantella, seconded by Chris Newell, it was unanimously approved by voice vote to exit executive session.

Adjournment

The meeting was adjourned at 10:41 AM.



Personnel Change Justification Form

Requested Change

Abolish/Create Reallocation Abolish Create

Position Name(s): Create

Network Specialist

Position Name(s): Abolish

Sr. Network Specialist

Bargaining Unit:

CSEA

Purpose and Background

The Sr. Network Specialist position is being vacated. This position was created during the Information Technology reorganization in so that movement of personal wouldn't result in a pay change. This position should be reclassified to match the other Network Specialist position.

Fiscal Impact:

County Funded Grant Funded

County Funded Percentage

100

Current Grade/Salary of Position:

Grade

Salary Range \$

25

\$35.0243-\$44.3319

Requested Grade/Salary of Position:

Grade

Salary Range \$

22

\$31.2705 - 39.5804

Annual Increase \$

County Share \$

of Positions Affected

1

Goals

The Network Specialist will be supervised by the Deputy Director. They work as a team with the other Network Specialist providing over-site, installation, maintenance, and configuration of all network hardware, software, and infrastructure.

Operational Impact:

The Network Specialist team works with the System Administrator and Computer Support Teams providing secure and efficient Information Technology systems for Cortland County.

Requested by:

*

05/04/2026

Date

paul lutwak

Signature of Requesting Department Head

Personnel Officer Approval:

*

05/04/2026

Date

Pamela Abbott

Signature of Personnel Officer

County Administrator Budget Impact Statement *

County Administrator
Approval:

* 
Signature of County Administrator

05/04/2026
Date

DEPARTMENT OF PUBLIC WORKS
Activities Report – May 2026

Administration

Monthly Superintendents Meeting
Department Head Meeting
Facility Improvement Committee Meeting

Highway

Structure Projects:

East River Crossing bridge replacement – Started project 5-11
High Bridge Road bridge replacement – In Design
Bridge NY - Pine Hill Bridge and Cold Brook Box Culvert – In design

Road Projects:

Chenango Road – Started 5-5
Cold Brook Road – Spring 2026
Lower Cincy-Willet – Started 5-11
North Tower Road – Spring 2026

Road Maintenance – Pothole repairs, tree and brush maintenance, sweeping roads, ditching.

Salt Usage - Season Total = 12,266 tons

Dwyer Park – Mowing lawns – picking up tree limbs, trash, etc. Unwrapping BBQs.

Airport

T Hangar Occupancy - All hangers are occupied, 9 on waiting list.
Aircraft Hanger – Summer 2026
Taxiway A Shift - Waiting FAA approval

Buildings & Grounds – Addressing Facility Dude work orders, renovations to Room 301 at Courthouse, COB roof replacement- Summer 2026

Staffing - 11 full time positions open (includes Highway, Landfill).



CORTLAND COUNTY WEIGHTS AND MEASURES
60 Central Ave., Cortland NY 13045 - (607)753-5025
choll@cortlandcountyny.gov
Monthly Report

Chris Holl
Director

April 2026

A good number of scales were checked for the month of April. We have completed a little more than half of our counties vehicle scales for the year.

Hopefully we'll see warmer and drier weather in May, and we will be able to start conducting fuel dispenser tests.

Test Type	Qty
Computing Scale	34
Pre-Pack Scale	10
Customer Scale	2
Vehicle Scale	8
Price Audit	50
Petroleum Samples	12

Total Fees Paid YTD	\$2,570.00
Total Fees Un-Paid YTD	\$1,640.00

DEPARTMENT OF PUBLIC WORKS
Solid Waste Activities Report
April 2026

Administration

- ❖ Working on annual reports.

Landfill

- **Leachate Hauling** – Continued transportation of leachate to the City’s WWTP. We have hauled **216,500** gallons from Pine Tree, **24,000** gallons from Ground Water Vault and **1,314,500** gallons from West Side.
- **Cover Material** – Auto fluff **389.21** tons received.
- **Solid Waste** – **2,466.89** tons received.
- **Sludge** – **256.31** tons received.
- **C&D** – **486.71** tons received.
- **Glass** – **206.01** tons from Southern Tier. **10.22** tons from Recycle Center.

- **Site Maintenance** – Downsizing our working face to the smallest open area that we can. Adding additional cover material to mitigate odor.

- **Equipment** – Ongoing scheduled service and routine preventive maintenance.

- **Landfill Capping Project** – Project shut down for season. R&L Development shall be back on site May 4th.

Recycling

- Single stream to Casella’s – **175.94** tons. Total cost - **\$16,714.30**.
- Single Stream to Recycle America – **0**
- Cardboard to market – **Approx. 52 tons**. Approximate revenue - **\$4,290.00**. Final numbers not in yet.
- Glass from recycling to landfill – **10.22** tons.
- Glass from Southern Tier to Landfill – **203.01** tons. Total revenue **\$7,128.45**.
- Electronics Recycled – **None. Full load waiting for pick up.**
- Textiles - Approximately **1000 lbs**. Approximate Revenue - **\$40.00**



Paul Lutwak
CIO Cortland County
Plutwak@Cortlandcountyny.gov
607-753-5041

May 5th, 2026

Information Technology May 2026 Monthly Report

Our new ticket system has been implemented and tickets are coming in and being addressed. We will be adding several more templates to make reporting issues and requests more streamlines and easier to report. Administrative charts and tables are being created to track and monitor tickets.

The Office O365 project is progressing nicely and is on hold until a new Microsoft contract for O365 licenses can be created and then signed by Cortland County. I hope to have this ready for the next committee meeting.

The IT Customer Support team has moved into their new offices. Adjustments will be made as we get used to the space and the workflow.

The network rebuild is progressing nicely. We are planning a cut over to new core equipment in the next month or so.

We are activating a second Internet connect that is demarked in the 911 center. This connection will serve as a fail over connection. Hopefully I will have a service contract for you from Firstlight at the next meeting which will reroute the Internet connection that is currently in the COB so that it is on separate poles and pops.

Another project that we will be starting is creating the beginnings of a DR site at the 911 center with equipment that was previously purchased and unused.

We have completed our first Phishing campaign and we now have a good baseline to show our progress. The second campaign will be starting soon.

The mail machine has been moved and everyone trained on posting their mail. There have been no issues that I know of.