



**Cortland County
Government Operations
Committee
Committee Meeting
~ Minutes ~**

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

Tuesday, May 12, 2026

10:30 AM

Room 302

Call to Order

The meeting was called to order at 10:46 a.m. by Committee Vice Chair Eccleston.

Roll Call

PRESENT:	Legislator Douglas Bentley, Legislator Cathy Bischoff, Legislator Dominick Mantella, Legislator Mitchel Eccleston
ABSENT:	
EXCUSED:	Legislator Paul Heider, Legislator Linda Jones, Legislator Joseph Nauseef
OTHERS PRESENT:	
Kevin Fitch	Chair of the Legislature
Savannah Hempstead	Clerk of the Legislature
Michael Ponticiello	County Administrator
Brooke Kemak	County Clerk
Tom Brown	Elections Commissioner
Michelle Phelps	Elections Commissioner
Pam Abbott	Deputy Personell Officer
Jason Deraiche	Safety Director
Victoria Monty	County Attorney
Keith VanGorder	Legislator
Chris Newell	Legislator
Morgan Spaulding	Grant Administrator
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 Government Operations Committee Meeting Minutes**

RESULT:	APPROVED
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Resolutions

ON MOTION OF JOSEPH NAUSEEF**AGENDA ITEM NO. 1.****Authorize October 1, 2025 - March 31, 2026 Mortgage Tax Distribution - Office of the County Clerk**

WHEREAS, in accordance with NYS Tax Law, Article 11, §261, the Semi-Annual Mortgage Tax Report for October 1, 2025-March 31, 2026, has been prepared and submitted by the Cortland County Clerk and has been approved by the New York State Department of Taxation and Finance; AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Finance Department; AND

WHEREAS, the mortgage tax has been calculated to apportion the basic mortgage tax between the towns and villages; NOW THEREFORE BE IT

RESOLVED that the Cortland County Legislature authorize the County Finance Officer to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by electronic bank deposit based on the request of the receiving municipality.

Cincinnatus, Town of	\$7,829.22
Cortland, City of	\$117,139.17
Cortlandville, Town of	\$45,824.08
Cuyler, Town of	\$4,720.90
Freetown, Town of	\$6,112.32
Harford, Town of	\$8,302.04
Homer, Town of	\$25,207.27
Homer, Village of	\$18,838.68
Lapeer, Town of	\$6,007.65
Marathon, Town of	\$6,909.31
Marathon, Village of	\$3,628.50
McGraw, Village of	\$1,253.84
Preble, Town of	\$8,599.08
Scott, Town of	\$9,362.71
Solon, Town of	\$4,786.49
Taylor, Town of	\$2,885.39
Truxton, Town of	\$4,179.86
Virgil, Town of	\$19,985.65
Willet, Town of	\$4,767.50
Total	\$306,339.66

RESULT:	APPROVED (4 TO 0)
MOVER:	Legislator Douglas Bentley
SECONDER:	Legislator Cathy Bischoff
AYES:	Douglas Bentley, Cathy Bischoff, Dominick Mantella, Mitchel Eccleston
NAYS:	None
EXCUSED:	Paul Heider, Linda Jones, Joseph Nauseef
ABSENT:	

ON MOTION OF JOSEPH NAUSEEF

AGENDA ITEM NO. 2.

Appoint Personnel Officer

WHEREAS, the Cortland County Legislature has a vacant position of Personnel Officer; AND

WHEREAS, interviews were conducted by the County Administrator and interview committee and they have offered a recommendation for this appointment; AND

WHEREAS, the Government Operations Committee approves the appointment as recommended by the interview committee; AND

WHEREAS, the County Legislature has received from the County Administrator and the Government Operations Committee the recommendation for appointment of _____ as Personnel Officer at an annual salary of \$ _____ (Grade 3, Step __, Management Compensation Plan, non-competitive class); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby appoint _____ as Personnel Officer at an annual salary of \$ _____ (Grade 3, Step __, Management Compensation Plan, non-competitive class) in accordance with Section 15 of the New York State Civil Service Law, effective _____, 202__ at 12:01 AM through November 17, 2028.

*It was **MOVED** by Cathy Bischoff, seconded by Doug Bentley, and unanimously approved by voice vote of members present, to enter into an executive session to discuss matters leading to the appointment of a particular person. **MOTION CARRIED.***

An executive session was held from 10:54 a.m. to 11:01 a.m., at which time on motion of Mitchell Eccleston, seconded by Doug Bentley, it was unanimously approved by voice vote to exit the executive session.

RESULT:	APPROVED (4 TO 0)
MOVER:	Legislator Cathy Bischoff
SECONDER:	Legislator Douglas Bentley
AYES:	Douglas Bentley, Cathy Bischoff, Dominick Mantella, Mitchel Eccleston
NAYS:	None
EXCUSED:	Paul Heider, Linda Jones, Joseph Nauseef
ABSENT:	

Action Items

Monthly Reports

1. **County Clerk/DMV Monthly Report**

RESULT:	COMPLETED
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2. **County Attorney Monthly Report**

RESULT:	COMPLETED
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3. **Safety Director Monthly Report**

RESULT:	COMPLETED
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4. **Personnel Monthly Report**

RESULT:	COMPLETED
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5. **Board of Elections Monthly Report**

RESULT:	COMPLETED
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6. **Clerk of the Legislature Monthly Report**

RESULT:	COMPLETED
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Discussion Items

Adjournment

The meeting was adjourned at 11:02 a.m.



CORTLAND COUNTY CLERK

Courthouse – 46 Greenbush Street

Cortland, New York 13045-3702

P: 607-753-5021

countyclerk@cortlandcountyny.gov

TAMMY L. BARRIGER

MARCIA L. FORD

Deputy County Clerks

BROOKE KEMAK

County Clerk

bkemak@cortlandcountyny.gov

SONIA GANOUNG

Motor Vehicle Director

P: 607-753-5023

April 2026 Activities

- DMV
 - NYS DMV is offering bi-weekly Zoom meetings with local DMV Offices to address ongoing issues and answer questions in regards to the DRIVES software. These have been informative and allows for a uniform message across the state on progress with addressing issues.
 - Currently have a vacancy for a Motor Vehicle Clerk. Position has been advertised.
- County Clerk
 - Participated in the Gun Show at the NYS Fairgrounds for pistol permits. It is the intention of the office to have a presence going forward at both their Fall and Spring shows.

Financial Activity January – March 2026

Numbers are rounded

Revenue - General Fund	YTD March 2026	2026 Budget	2025 Actual
Clerk – Fees	\$148,368	\$1,012,000	\$1,258,509
Clerk – Transfer Tax	\$91,891		
Clerk – Local Mtg. Tax	\$70,962		
<i>Clerk – Total</i>	<i>\$311,221</i>		
DMV – Fees & Sales Tax	\$88,608	\$715,000	\$770,689
DMV – Use Tax	\$50,000*		
DMV – Online Revenue	\$31,000*		
<i>DMV – Total</i>	<i>\$169,608*</i>		
*Final February and March figures have not been received; projected			
<i>Total Revenue</i>	<i>\$480,829</i>	<i>\$1,727,000</i>	<i>\$2,030,198</i>



CORTLAND COUNTY ATTORNEY

VICTORIA J. MONTY

CORTLAND COUNTY OFFICE BUILDING

60 CENTRAL AVENUE, SUITE 312

CORTLAND, NY 13045

PHONE: (607) 753-5095

Jeri A. DuVall

Chief Assistant County Attorney

Nicole M. Compton

Executive Assistant

APRIL MONTHLY REPORT – Dated April 30, 2026

DEBT COLLECTION & CLASS ACTION SETTLEMENTS:

YTD 2026	2025	2024	2023	2022
\$3,775.00	\$12,177.00	\$322.50	\$25,775.94	\$151,289.00

FINES COLLECTED:

YTD 2026	2025	2024	2023	2022
\$0.00	\$0.00	\$153,000	\$400.00	\$400.00

CONTRACTS & AGREEMENTS (YTD) to County Attorney's Office for review:

	2026	2025	2024	2023	2022
JAN	57	52	42	24	29
FEB	68	67	73	43	48
MAR	97	120	87	82	80
APR	126	146	121	108	112
MAY		164	171	150	142
JUN		196	189	177	172
JUL		221	218	202	188
AUG		244	244	229	236
SEP		272	260	253	267
OCT		293	295	283	286
NOV		327	319	336	323
DEC		392	364	391	371

INCIDENT/ACCIDENT/THREAT REPORTS reviewed by County Attorney's Office:

NEW Since last report	YTD 2026	2025	2024	2023	2022
9	51	152	126	99	92

JD/PINS PETITIONS: Family Court matters referred for prosecution by the County Attorney's Office in Juvenile Delinquency (JD), Persons in Need of Supervision (PINS) and Violation of Probation/Support matters:

Type	YTD 2026	2025	2024	2023	2022
JD	3	21	21	17	12
JD - RTA*	0	7	7	7	4
PINS	6	11	7	12	9
Probation Violations - Support	1	1	3	7	10

* Respondent 16 years of age at date of offense(s), committed 10/01/2018-9/30/2019; 17 years of age at date of offense(s), committed after 10/01/2019

JD (including RTA) referrals for petition by classification of offense:

	YTD 2026	2025	2024	2023	2022
Property Crimes	1	14	11	14	11
Crimes Against Persons	2	7	11	7	2
Sex Offenses	0	6	5	2	1
Other (e.g., Violation of Probation, Criminal Possession of Controlled Substance)	0	1	1	1	3

FAMILY COURT ORDERS: Orders prepared in Family Court matters referred for prosecution by the County Attorney's Office in Juvenile Delinquency (JD), Persons in Need of Supervision (PINS) and Violation of Probation/Support matters:

NEW Since last report	YTD 2026	2025	2024	2023	2022
5	34	82	71	64	49

ERPO (Extreme Risk Protection Orders):

NEW Since last report	YTD 2026	2025	2024	2023	2022
0	4	6	5	5	5

AOT (Assisted Outpatient Treatment):

NEW Since last report	YTD 2026	2025	2024	2023	2022
0	2	1	2	0	0



CORTLAND COUNTY SAFETY DIRECTOR

JASON E. DeRAICHE

CORTLAND COUNTY OFFICE BUILDING
60 CENTRAL AVENUE, SUITE 312
CORTLAND, NY 13045
TEL: 607-753-5081

Safety Director's Monthly Update – April 30, 2026

April Highlights:

- First Aid/CPR/AED Training held 4/29/2026
 - Upcoming: 5/27, 5/28, 6/25, 6/26, 7/23, 7/24, 8/13, 8/14
- Safety Event Chat w. PERMA 4/2/2026
- LEPC Monthly Meeting 4/3/2026
- DSS Safety & Security Meeting 4/3/2026
- Defensive Driving Course for 40 Employees 4/7/2026
- AED Meeting w. Grant Administrator 4/7/2026
- Confined Space Training 4/8/2026
- ESSA Conference 4/8-4/9/2026
- Meeting w. DERC 4/10/2026
- Compliance Roundtable Discussion 4/10/2026
- COB Kitchen check for need for eyewash 4/10/2026
- Quarterly Workplace Violence Advisory Team Meeting 4/15/2026
- ECP Meeting 4/20/2026
- 111 Port Watson Area of Refuge Alarm Discussion 4/21/2026
- Safety & Compliance Committee Meeting 4/22/2026
- COB Fire Drill 4/23/2026
- Safety Policy Review w. Co. Administrator, Co Attorney, Commissioner of DPW 4/27/2026
- Conference call w. Monroe Fire Co. re: potential contract 4/29/2026
- COB Walkthrough w. IT 4/30/2026
- Clerk's Chair Lift Inspection
 - Remains out of order
- PERMA Points Program Purchases
 - Stop the bleed kits – placed alongside AED units throughout County facilities
 - Finger cut kits – installed in high-risk work areas throughout County facilities
 - CPR Resuscitator masks – installed with every AED unit throughout County facilities
- ESSA Safety Briefs forwarded to Department Heads:
 - Ticks and Lyme Disease
 - Weed Trimming Safety

Upcoming:

- Monthly LEPC Meeting 5/1/2026
- 2025 OSHA Report Removal 5/1/2026
- Card Access Meeting w. IT 5/6/2026
- DSS Safety & Security Meeting 5/8/2026, 5/15/2026, 5/29/2026
- Compliance Roundtable Discussion 5/8/2026
- PERMA Conference 5/14 – 5/15/2026
 - JED to give speech
- Safety & Compliance Committee Meeting 5/27/2026
- MH Safety Committee Meeting 5/28/2026

VACANT APPROVED POSITIONS AS OF APRIL 1, 2026

Department	Title	Vacancy Eff. Date
AGING	DRIVER	2/23/2026
AGING	DRIVER	4/13/2026
AGING	FOOD SERVICE HELPER	2/17/2026
AGING	SENIOR ACCOUNT CLERK	9/26/2025
CLERK/DMV	MOTOR VEHICLE CLERK	4/23/2026
DEPARTMENT OF PUBLIC WORKS	CREW LEADER	3/27/2026
DEPARTMENT OF PUBLIC WORKS	HEAVY EQUIPMENT MAINTENANCE MECHANIC	10/8/2025
DEPARTMENT OF PUBLIC WORKS	HEAVY EQUIPMENT OPERATOR	6/29/2025
DEPARTMENT OF PUBLIC WORKS	HEAVY EQUIPMENT OPERATOR	3/20/2026
DEPARTMENT OF PUBLIC WORKS	HIGHWAY CONSTRUCTION MECHANIC	3/1/2026
DEPARTMENT OF PUBLIC WORKS	MOTOR EQUIPMENT OPERATOR	5/23/2024
DEPARTMENT OF PUBLIC WORKS	MOTOR EQUIPMENT OPERATOR	12/19/2025
DEPARTMENT OF PUBLIC WORKS	MOTOR EQUIPMENT OPERATOR	12/26/2025
DEPARTMENT OF PUBLIC WORKS	MOTOR EQUIPMENT OPERATOR	4/12/2026
DISTRICT ATTORNEY	ASSISTANT DISTRICT ATTORNEY	3/26/2024
DISTRICT ATTORNEY	ASSISTANT DISTRICT ATTORNEY	2/6/2026
DISTRICT ATTORNEY	INVESTIGATOR	1/1/2026
DISTRICT ATTORNEY	KEYBOARD SPECIALIST	8/22/2025
DSS	CASE AIDE	4/5/2026
DSS	CASE AIDE	4/24/2026
DSS	CASE AIDE	4/30/2026
DSS	CASEWORKER	4/24/2026
DSS	CASEWORKER	4/27/2026
DSS	CASEWORKER	4/6/2026
DSS	SENIOR CASE AIDE	3/10/2026
DSS	SENIOR CASE AIDE	4/5/2026
DSS	SENIOR CASEWORKER	4/24/2026
DSS	SOCIAL WELFARE EXAMINER TRAINEE	4/24/2026
DSS	SOCIAL WELFARE EXAMINER TRAINEE	4/24/2026
HEALTH	PUBLIC HEALTH SANITARIAN	2/26/2026
MENTAL HEALTH	MENTAL HEALTH CLINICIAN	1/28/2026
MENTAL HEALTH	MENTAL HEALTH REHABILITATION SPECIALIST	8/29/2025
MENTAL HEALTH	MENTAL HEALTH REHABILITATION SPECIALIST (PT)	3/27/2026
MENTAL HEALTH	PEER SPECIALIST	4/27/2026
PERSONNEL	PERSONNEL OFFICER	4/24/2026
PLANNING	LAND USE PLANNER	8/29/2025

VACANT APPROVED POSITIONS AS OF APRIL 1, 2026

PUBLIC DEFENDER	ASSISTANT PUBLIC DEFENDER	12/31/2025
PUBLIC DEFENDER	ASSISTANT PUBLIC DEFENDER (PT)	2/19/2026
PUBLIC DEFENDER	INVESTIGATOR	3/31/2026
REAL PROPERTY	TAX MAP TECHNICIAN	12/19/2025
SHERIFF	CORRECTION OFFICER	2/21/2025
SHERIFF	CORRECTION OFFICER	5/27/2025
SHERIFF	CORRECTION OFFICER	6/25/2025
SHERIFF	CORRECTION OFFICER	9/29/2025
SHERIFF	CORRECTION OFFICER	12/26/2025
SHERIFF	COUNTY POLICE OFFICER (DEPUTY SHERIFF)	3/6/2026
SHERIFF	COUNTY POLICE OFFICER (DEPUTY SHERIFF)	4/15/2026
SHERIFF	COUNTY POLICE OFFICER (DEPUTY SHERIFF)	10/31/2025
SHERIFF	COUNTY POLICE OFFICER (DEPUTY SHERIFF)	11/10/2025
SHERIFF	COUNTY POLICE OFFICER (DEPUTY SHERIFF)	11/11/2025

CORTLAND COUNTY BOARD OF ELECTIONS

112 River Street, Suite 1

Cortland, NY 13045

Phone: (607)753-5032

www.cortlandcountyny.gov/182/elections

Democratic Commissioner

Thomas H. Brown

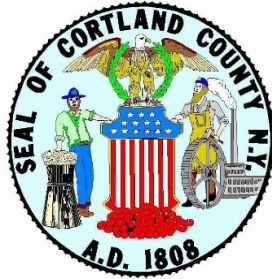
607-753-5033

tbrown@cortlandcountyny.gov

Deputy Commissioner

Angela I. Burchfield

aburchfield@cortlandcountyny.gov



Republican Commissioner

Michelle S. Phelps

607-753-5125

mphelps@cortlandcountyny.gov

Deputy Commissioner

Karen A. C. Jenney

kjenney@cortlandcountyny.gov

MONTHLY REPORT – April 2026

Voter Registrations/Records:

New	Address	Party	Name	Purge/Incomplete	Duplicates	Status Change	DOH	OCA	TOTAL
119	112	3	12	156	1	65	34	0	502

Notices Sent:

Acknowledgments	Transfers	Confirmations	HAVA ID	Cancellations	Incompletes	TOTAL
109	120	0	3	60	94	386

- Designating Petition filing ran through April 6th and we received 80 petitions for numerous offices.
- Conducted a ballot draw for candidate placement on the Primary ballot.
- Primary Election June 23, 2026:
 - County wide Democratic (NYS Comptroller)
 - CD 19 Republican (Congress)
 - Cortlandville ED 2 Republican (Committeeperson)
 - Marathon ED 2 Democratic (Committeeperson)
 - Preble Democratic & Republican (Committeeperson)
- Submitted Security Plans for the General Election.

CORTLAND COUNTY



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County Historian
Public Information Officer
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Monthly Report Office of the Clerk of the Legislature

Committee Meeting Date: May 12, 2026

The following report highlights the activities conducted and meetings attended by the Clerk of the Legislature for the month of April 2026. As the liaison between the Legislature and the public, our office is committed to promoting transparency, efficiency, and professionalism in all of our work.

Meetings/Trainings Attended:

- All standing committees of the Cortland County Legislature and Legislative Session for the month of April
- IT Ticket Training
- Vulnerable Road User Local Law Meeting
- LEPC Meeting
- Congressional Breakfast
- Meeting Re: FOIL Platform Transfer
- Broadband Meeting
- Committee Chair Meeting
- Chamber After Hours Event – Mental Health Building
- Leadership Cortland Presentation/Training
- Traffic Safety Grant Meeting with Health Department
- CDBG Microenterprise Awardee Site Visits
- Occupancy Tax Community Discussion
- Visit Syracuse Meeting – NYSACCLB Conference
- Pumpkinfest Meeting
- Special Public Works Committee Meeting
- Special Finance & Administration Committee Meeting
- Multiple meetings with Department Heads & County Administrator for various County matters
- Internal Workgroup Meetings
- Department Head Meeting
- WHCU Radio Interview

Activities Completed:

1. **Meeting Preparation & Follow Up:** Prepared all legislative meeting agendas, with the approval of the Committee Chairs and Chairman. Preparation of all committee minutes for approval.

CORTLAND COUNTY



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2. **Public Inquiries Handling:** Addressing public inquiries promptly remained a priority. We responded to requests for information, clarified legislative processes, and provided assistance as required.

3. **Public Information Officer Duties:**

- As the designated Public Information Officer, responsibilities included disseminating public notices, press releases, and other official communications. Scheduled many social media posts and sent out press releases. The office is working on more modern approaches to reaching out to the public. Social media engagement is continuing to increase, which was a goal of the office for 2024 and 2025. Pushing things out on both Facebook and Instagram. We have seen a continued increase in activity on both sights.
- **Started a Cortland County YouTube page:**
<https://www.youtube.com/@CortlandCountyNY>
- **Please like, follow, and share the County socials:**
<https://www.facebook.com/profile.php?id=61573732018903>
<https://www.instagram.com/cortlandcounty/>
- **Started a Cortland County Legislature Instagram page. Please like and follow the Cortland County Legislature socials:**
<https://www.facebook.com/CortlandCountyLegislature/>
<https://www.instagram.com/cortlandcountylegislature/>
- Working on updates to the communications policy.
- **Started implementation of the PR plan and social media improvements for 2026. Updates needed to policies and procedures.**
- **Working on implementing a County newsletter to keep the public informed of major things occurring.**

4. **Legislative Research:** Conducted and tracked various legislative matters, including proposed bills, amendments, and local policies. Tracking the bills that are going through State Legislative Session. Reorganizing and posting all local laws on the Cortland County website, and working with the County Clerk to get all of the records to match.

- **Working with our state representatives and their staff to finalize Home Rule Request legislation ahead of the end of the New York State Legislative Session.**

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Due to budget extenders continually being passed and the state budget still not final (as of 5/1), this has put the other legislation behind schedule.

5. **Data Transfer:** Deputy Clerk, Ashley Millard, is working diligently to backup all legislative files from the MinuteTraq program into LaserFiche prior to the switch to CivicPlus. This includes over 13,000 legislative files, over the course of 12 years, with attachments and many references that need to be included. This data backup is tying up the majority of the Deputy's time, but it is a necessary task that is saving the County tens of thousands of dollars.

Historical Data Transfer work in process – the Clerk of the Legislature is currently moving historical meeting files to be transferred (videos, minutes, etc.) to new system, which is also helping to save the County tens of thousands of dollars.

6. **Freedom of Information Law (FOIL) Activities:** The office processed FOIL requests in accordance with legal requirements, ensuring timely responses and compliance with applicable regulations. Requests were reviewed, redacted where necessary, and fulfilled within the designated timeframe.
7. **Historian Duties:** A grant from the William G. Pomeroy Foundation was approved for a National Register Plaque for the Little York Pavilion. A check will be coming for the purchase of the plaque, which is to be installed in front of the main pavilion (across from the entrance sidewalk).
 - Check arrived and was sent with order form for plaque. **Update – plaque has arrived in the office. A ceremony will be planned for the spring. I will work with Charlie on the installation of the plaque.**

America250 – received limited guidance from NYSED to begin planning. Met with Tabitha Scoville of the Cortland Historical Society to work on plans for the year. No funding has been received as of yet. Began to build out the webpage on the County website. **Update – the webpage is built, a calendar has been added. Events have begun to be added into the calendar. I have developed a logo for the Cortland 250th Celebration, as well as a hashtag. We are still waiting for the check from NYSED. We have received final guidance and submitted the paperwork. We are awaiting the funding.**

Received multiple phone calls from constituents and/or relatives of past constituents looking for information. I am currently working on two different Historian research projects.

8. **Grants:** Continued work on grants for the Cortland County Courthouse and CDBG Microenterprise Assistance Program. Research and tracking of grant cycles for historical

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grants. Putting together information for possible grant submissions for historical sites, MAP, and others.

- Microenterprise Grant:
 1. Awarded the renewal for an additional \$200,000 for CDBG Microenterprise Assistance Program.
 - One recipient is moving out of County and will need to rescind the resolution awarding them \$35,000. We have two potential businesses with applications forthcoming – COMPLETED IN AUGUST.
 - Finalized first round of drawdowns for the renewal MAP recipients.
 2. Working with Morgan Spaulding on next year's CDBG MAP round funding.
 3. Final drawdown has been received for all of the recipients.
 4. We have submitted a request for a one or two month extension due to Cobblestone Valley Farm not receiving their custom piece of machinery by the end of the grant period. Still awaiting a response. – Update all of the purchases are now complete and we are working on grant closeout.
- 9. **Misc.:** Working on updates to the County website. Changed permissions on **ALL** pages of the County website to allow for a new "Intranet" to get away from the home-built system that is coming to end of life.

Managed many IT issues throughout the month of May that took up a significant amount of time, including but not limited to getting the Chambers livestreaming back in working order (firewall was blocking it).

Working on the plans for the Dwyer Memorial County Park Independence Day Festival, which is taking place on July 4, 2026 this year. This event includes fireworks, live music, food and craft vendors, and a historical display for the 250th celebration.

We continue to face a significant shortage of office space. To operate at the level of effectiveness, confidentiality, and professionalism that our responsibilities require, individual offices are essential. Expanded space will also allow us to advance an important goal for 2026: bringing on interns and making meaningful use of the college resources and talent available in our community. Unfortunately, this initiative cannot be implemented within our current space limitations.

Update – the legislative clerk's offices are supposed to be moving back down to the other end of the third floor. It is tentatively scheduled for the summer, and we would hope to be moved into the new space before the fall semester begins to get an intern or two in the office.

The Office of the Clerk of the Legislature is responsible for many different and distinct tasks that assist in keeping the County going on a daily basis. We try our best to get around to everything

CORTLAND COUNTY



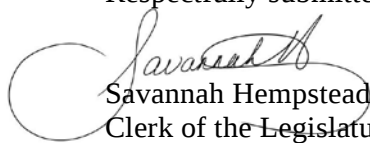
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requested, but are doing so with a staff of two. If there is anything that the committee would like to see us prioritizing more, please let us and the Chairman know.

Is there anything that you would like included on my report that you are not seeing, or anything that you would like the office to work on that is not being done?

Respectfully submitted,


Savannah Hempstead, CLBC
Clerk of the Legislature

Requests by Month

Run Date: 05/05/2026 11:33 AM

Create Date	Reference No	Request Status	Completed/Closed	Close Date
4/1/2026	S000296-040126	Full Release	Yes	4/2/2026
4/2/2026	R000153-040226	Update from Requester	No	
4/2/2026	S000297-040226	No Records Exist	Yes	4/2/2026
4/2/2026	S000298-040226	No Records Exist	Yes	4/14/2026
4/2/2026	S000299-040226	No Records Exist	Yes	4/14/2026
4/3/2026	S000300-040326	No Records Exist	Yes	4/13/2026
4/3/2026	R000154-040326	Full Release	Yes	4/10/2026
4/3/2026	R000155-040326	Assigned	No	
4/6/2026	R000156-040626	Full Release	Yes	4/13/2026
4/7/2026	R000157-040726	Exemption Denial	Yes	4/13/2026
4/7/2026	R000158-040726	Full Release	Yes	4/8/2026
4/10/2026	R000159-041026	Update from Requester	Yes	4/10/2026
4/11/2026	R000160-041126	Waiting for Clarification	No	
4/13/2026	S000301-041326	No Records Exist	Yes	4/14/2026
4/13/2026	S000302-041326	No Records Exist	Yes	4/14/2026
4/13/2026	S000303-041326	No Records Exist	Yes	4/14/2026
4/13/2026	S000304-041326	No Records Exist	Yes	4/14/2026
4/13/2026	S000305-041326	No Records Exist	Yes	4/14/2026
4/13/2026	S000306-041326	No Records Exist	Yes	4/14/2026
4/13/2026	S000307-041326	Full Release	Yes	4/14/2026
4/14/2026	S000308-041426	Full Release	Yes	4/14/2026
4/15/2026	R000161-041526	New Request	No	
4/15/2026	R000162-041526	Full Release	Yes	4/15/2026
4/15/2026	S000309-041526	Full Release	Yes	4/16/2026
4/15/2026	S000310-041526	Exemption Denial	Yes	4/16/2026
4/15/2026	S000311-041526	Full Release	Yes	4/17/2026
4/15/2026	S000312-041526	No Records Exist	Yes	4/17/2026
4/15/2026	S000313-041526	No Records Exist	Yes	4/17/2026
4/15/2026	S000314-041526	No Records Exist	Yes	4/17/2026
4/15/2026	S000315-041526	No Records Exist	Yes	4/17/2026
4/15/2026	S000316-041526	No Records Exist	Yes	4/17/2026
4/16/2026	S000317-041626	Not Custodian of Records	Yes	4/28/2026
4/16/2026	S000318-041626	Full Release	Yes	4/28/2026
4/17/2026	U003162-041726	Not Public Records Request	Yes	4/17/2026
4/17/2026	R000163-041726	Full Release	Yes	4/17/2026
4/17/2026	R000164-041726	Assigned	No	
4/17/2026	S000319-041726	Full Release	Yes	4/22/2026
4/17/2026	R000165-041726	Waiting for Clarification	No	
4/18/2026	S000320-041826	Full Release	Yes	4/28/2026
4/19/2026	S000321-041926	Full Release	Yes	4/28/2026
4/20/2026	S000322-042026	Full Payment Received	Yes	5/4/2026
4/22/2026	R000166-042226	Update from Requester	Yes	4/22/2026
4/22/2026	S000323-042226	Update from Requester	No	
4/22/2026	S000324-042226	No Records Exist	Yes	4/28/2026
4/22/2026	S000325-042226	No Records Exist	Yes	4/28/2026

Create Date	Reference No	Request Status	Completed/Closed	Close Date
4/23/2026	S000326-042326	Full Release	Yes	4/28/2026
4/23/2026	S000327-042326	New Request	No	
4/23/2026	S000328-042326	New Request	No	
4/23/2026	S000329-042326	Exemption Denial	Yes	4/24/2026
4/23/2026	R000167-042326	New Request	No	
4/24/2026	S000330-042426	Full Release	Yes	4/30/2026
4/24/2026	S000331-042426	Full Release	Yes	4/30/2026
4/27/2026	S000332-042726	No Records Exist	Yes	4/30/2026
4/27/2026	S000333-042726	No Records Exist	Yes	4/30/2026
4/27/2026	S000334-042726	No Records Exist	Yes	4/28/2026
4/28/2026	R000168-042826	No Records Exist	Yes	5/4/2026
4/28/2026	S000335-042826	No Records Exist	Yes	4/30/2026
4/28/2026	S000336-042826	Update from Requester	No	
4/28/2026	R000169-042826	Update from Requester	No	
4/28/2026	R000170-042826	No Records Exist	Yes	5/4/2026