



**Cortland County Finance
and Administration
Committee
Committee Meeting
~ Agenda ~**

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

Tuesday, June 16, 2026

9:00 AM

Room 302

View Meeting Virtually

Microsoft Teams meeting

Join:<https://teams.microsoft.com/meet/214025856958280?p=ibOTTQMYI2r13bPzOX>

Meeting ID:214 025 856 958 280

Passcode:ad3vj3Rs

Call to Order

Attendee Name	Present	Absent	Late	Arrived
Committee Member Reed Cleland				
Committee Member Beau Harbin				
Committee Member Linda Jones				
Committee Member Joseph Nauseef				
Committee Member Eugene Waldbauer				
Committee Vice-Chair William McGovern				
Committee Chair Cathy Bischoff				

Approval of Minutes

1. **May 19, 2026 Finance & Administration Committee Minutes**

Presentations

1. **Tompkins Cortland Community College Budget Presentation**

Committee Updates

1. **Cortland County Convention & Visitor's Bureau**

2. Cortland Regional Sports Council

Resolutions

Referred from Finance & Administration Committee

ON MOTION OF CATHY BISCHOFF

AGENDA ITEM NO. 1

Authorize Participation in the NY MuniTrust Local Government Investment Pool

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o and Article 3-A, empowers municipal corporations to enter into, amend, cancel, and terminate agreements for the performance among themselves of their respective functions, powers, and duties on a cooperative or contract basis; AND

WHEREAS, the County of Cortland wishes to invest portions of its available funds in cooperation with other municipal corporations pursuant to the Municipal Cooperation Agreement dated as of February 1, 2022, by and among Orange County and the participants thereto, which is herein incorporated by reference;

WHEREAS, the County of Cortland wishes to satisfy the safety and liquidity needs of their funds while optimizing rates of return; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign the NY MuniTrust Local Government Investment Pool New Account Application and other associated documents to participate in this program.

ON MOTION OF CATHY BISCHOFF

AGENDA ITEM NO. 2

Resolution Rescinding Resolution No. 24-24, Which Delegated Certain Authority to the Deputy County Administrator

WHEREAS, the Cortland County Legislature adopted Resolution No. 24-24, titled "Authorize Authority Deputy County Administrator," on January 25, 2024, which authorized the duties of the Deputy County Administrator to include acting on behalf of and in the absence of the County Administrator; AND

WHEREAS, the duties delegated to the Deputy County Administrator via Resolution No. 24-24 are contradictory to the Cortland County Legislature's Rules of Order; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 24-24 is hereby rescinded in its entirety, effective immediately.

ON MOTION OF CATHY BISCHOFF

AGENDA ITEM NO. 3

Local Law "F" of 2026 - A Local Law to Repeal and Rescind Local Law No. 7 of 2002, Local Law 3 of 2003 and Local Law No. 5 of 2018, and to Establish a Revised Office of the County Administrator for the County of Cortland

WHEREAS, the Cortland County Legislature adopted Local Law 7 of 2002 on December 12, 2002, establishing the Office of the County Administrator for the County of Cortland; AND

WHEREAS, the Cortland County Legislature adopted Local Law 3 of 2003 on July 9, 2003,

Allowing for a Fixed Term of Office and Designating County Administrator as Budget Officer; AND

WHEREAS, the Cortland County Legislature adopted Local Law 5 of 2018 on December 20, 2018, amending Local Law 7 of 2002; AND

WHEREAS, the Cortland County Legislature finds that the Office of the County Administrator should be updated to reflect the present administrative structure and governance practices of Cortland County government, to provide continuity of administration, to clarify the relationship between the County Administrator, the County Legislature, the Chair of the Legislature, and County department heads, and to resolve inconsistencies between prior local laws, resolutions, and administrative practices; AND

WHEREAS, it is the purpose and intent of this local law to modernize the Office of the County Administrator as the Chief Administrative Officer of the County of Cortland, while preserving the policymaking authority of the Cortland County Legislature and preserving all powers, duties, and responsibilities granted by law to the Chair of the Legislature, elected County officers, and other officials whose authority is established by state law, local law, or duly adopted resolution; AND

WHEREAS, nothing in this local law shall be construed to curtail, diminish, transfer, or divest the Cortland County Legislature of any of its functions, powers, or duties, nor to curtail, diminish, transfer, or divest the powers of any elected County officer or any office whose authority is otherwise provided by law; AND

WHEREAS, a public hearing was held on June 25, 2026 before the Cortland County Legislature after publication of notice thereof as legally required; AND

WHEREAS, said local law has been in its final form upon the desks of the members of the Cortland County Legislature at least seven (7) calendar days exclusive of Sunday, prior to this date; NOW THEREFORE BE IT

ENACTED by the Legislature of the County of Cortland as follows:

Local Law "F" of 2026 - A Local Law to Repeal and Rescind Local Law No. 7 of 2002, Local Law 3 of 2003 and Local Law No. 5 of 2018, and to Establish a Revised Office of the County Administrator for the County of Cortland

SECTION 1. REPEAL AND RESCISSION OF PRIOR LOCAL LAWS

Local Law No. 7 of 2002, entitled "A Local Law establishing the office of County Administrator for the County of Cortland," Local Law 3 of 2003, entitled "A Local Law Amending Local Law No. 7 Of The Year 2002 Allowing For A Fixed Term Of Office And Designating County Administrator As Budget Officer," and Local Law No. 5 of 2018, entitled "A Local Law to Amend Local Law 7 of 2022 which established the office of County Administrator for the County of Cortland," are hereby repealed and rescinded in their entirety. The Office of the County Administrator shall thereafter be governed by the provisions of this Local Law.

SECTION 2. OFFICE OF THE COUNTY ADMINISTRATOR

- A. There shall be an Office of the County Administrator for the County of Cortland.
- B. The County Administrator shall be appointed by the County Legislature.
- C. The term of office of the County Administrator shall be up to four (4) years, in accordance with Local Law 2 of 2010, entitled "Adopt Proposed Local Law No. 2 for the Year 2010 Providing for

the Term of Office of County Administrator,”

- D. The County Administrator shall serve as the Chief Administrative Officer of the County.
- E. The County Administrator shall serve at the pleasure of the County Legislature.
- F. The position of County Administrator shall be in the unclassified service for Civil Service purposes, and the qualifications for County Administrator shall be in accordance with the Civil Service job description for County Administrator.
- G. The County Administrator shall receive an annual salary to be fixed by the County Legislature.
- H. The County Administrator shall appoint such personnel within the Office of the County Administrator as may be authorized by the County Legislature.

SECTION 3. THE COUNTY LEGISLATURE

- A. The County Administrator shall be supervised by and directly responsible to the County Legislature.
- B. The County Legislature shall convey its direction to the County Administrator through the Chair of the Legislature, who shall serve as the regular point of contact between the County Legislature and the County Administrator for purposes of communication, coordination, and performance oversight, except where otherwise directed by the County Legislature.

SECTION 4. DEPUTY COUNTY ADMINISTRATOR

- A. The position of Deputy County Administrator is hereby authorized, subject to appropriation by the County Legislature, and shall be in the exempt class of the civil service, subject to applicable law.
- B. The Deputy County Administrator shall be appointed by and serve at the pleasure of the County Administrator.
- C. In the temporary absence or inability of the County Administrator, and only while the County Administrator remains duly appointed and in office, the Deputy County Administrator may act in the capacity of the County Administrator and may exercise the powers and perform the duties of the County Administrator during such temporary period.
- D. The Deputy County Administrator shall perform such duties as may be assigned by the County Administrator and may assist in the administration, coordination, and supervision of County operations.
- E. The Deputy County Administrator shall not, by virtue of such appointment, succeed to the position of County Administrator.

SECTION 5. POWERS AND DUTIES OF THE COUNTY ADMINISTRATOR

The County Administrator shall have the following powers and duties, in addition to those otherwise conferred by law, resolution, or the Civil Service job description:

- A. To perform the functions of Chief Administrative Officer of the County on behalf of the County Legislature.
- B. To coordinate and supervise the administrative functions of County departments and administrative units, and to promote efficient, consistent, and accountable County operations.
- C. To supervise and direct the Office of the County Administrator and the personnel assigned thereto, including the Deputy County Administrator and such other staff positions as may be authorized and funded.
- D. To require departments, offices, and administrative units to provide reports, plans, budget materials, operational information, and other data reasonably necessary for the administration of county government, except where restricted by law.
- E. To make recommendations to the appropriate jurisdictional Committees of the County Legislature or the Chairman of the Legislature for appointments by the County Legislature of all heads of units of County Government not administered by an elected official.
- F. To participate with the Personnel Director and in the conduct of collective bargaining negotiations with organized employee representatives.
- G. Administer the County's purchasing system, including bidding, procurement, and related purchasing functions, and perform such purchasing and contracting functions as are authorized by applicable law, resolution, budget appropriation, or policy.

- H. To recommend to the County Legislature such policies, procedures, organizational changes, appointments, removals, studies, and administrative actions.
- I. To develop, coordinate, and administer countywide administrative policies and procedures consistent with legislative direction and applicable law.
- J. To implement and administer the County's adopted organizational framework across County departments and administrative units and to coordinate consistency with legislative intent, applicable law, and policy.
- K. To coordinate risk management, insurance administration, grants administration, and interdepartmental operational matters.
- L. To attend meetings of the County Legislature and its committees, make reports and recommendations, and undertake such research and administrative studies as the County Legislature may request.
- M. To perform such additional administrative and managerial duties as may be prescribed by law or assigned by the County Legislature, provided that such duties shall not curtail, diminish, transfer, or divest the powers of the County Legislature or any elected official.

SECTION 6. SUPERVISION OF DEPARTMENTS

- A. Except as otherwise provided by law or the establishing instrument of a particular office or department, and except for the offices identified in Section 6 of this local law, the County Administrator shall supervise all County department heads and administrative units.
- B. County department heads and administrative units subject to this section shall report directly to and be supervised by the County Administrator.
- C. Supervision under this section shall include, but not be limited to:
 - 1. direction and coordination of department operations;
 - 2. assignment and monitoring of work;
 - 3. performance management, including discipline, and evaluation input;
 - 4. approval or review of leave and related personnel matters;
 - 5. enforcement and implementation of countywide policies and procedures;
 - 6. coordination of interdepartmental operations and problem-solving; and
 - 7. such other supervisory authority as is consistent with law and County policy.
- D. The County Administrator may assist the applicable statutory committee chairs in the process of selecting new department heads, but the authority to appoint department heads is vested in the County Legislature.
- E. Statutory committees of the County Legislature shall exercise legislative review, budget consideration, subject-matter jurisdiction, and resolution review for the County departments and administrative units assigned to them under the Rules of Order, and such legislative functions shall remain distinct from day-to-day supervision of County departments and administrative units.

SECTION 7. OFFICES & POSITIONS EXCLUDED FROM COUNTY ADMINISTRATOR SUPERVISION

- A. The following shall not be subject to the ordinary day-to-day supervision of the County Administrator unless otherwise expressly provided by law:
 - 1. the Sheriff, the District Attorney, the County Clerk, the Coroners, and any other elected County officer established by law;
 - 2. the Commissioners of the Board of Elections;
 - 3. the Director of Veterans' Services;

4. the Manager of Audit and Financial Projects;
 5. the Public Defender;
 6. the Office of the County Attorney;
 7. the Office of the Clerk of the Legislature; and
 8. any other position or office directly responsible to the County Legislature by law or formal action of the County Legislature.
- B. Nothing in this local law shall be construed to place the offices and officials identified in this section under the ordinary day-to-day supervision of the County Administrator where such supervision is not otherwise provided by law.
 - C. The County Administrator may coordinate administratively with such offices and officers in the conduct of County business, and such offices and officers shall comply with applicable countywide policies and procedures adopted by the County Legislature and implemented by the County Administrator, except where inconsistent with law or the lawful operational authority of such office or officer. This coordination does not change their legal authority, reporting relationship, appointing authority, or operational control.
 - D. Nothing in this section shall be construed to limit the authority of the County Legislature or the Chair of the Legislature over offices or officials that report directly to them under applicable law, rule, contract, or resolution.

SECTION 8. BUDGET OFFICER

- A. Pursuant to County Law §§ 351, 353, and 354, the County Administrator shall be the Budget Officer of the County of Cortland.
- B. The County Administrator, as Budget Officer, shall perform the powers and duties assigned to the budget officer by County Law Article 7 and other applicable law, including preparation and submission of the tentative County budget.
- C. Nothing in this section shall be construed to supersede any vacancy provision of state law applicable to the office or functions of Budget Officer.
- D. The County Administrator shall provide for appropriate budgetary controls and to promote the effective, efficient, and economical management of appropriated funds.

SECTION 9. EMERGENCY MANAGEMENT COORDINATION

- A. During emergencies or other operational disruptions affecting County government, the County Administrator shall coordinate overall County activities, direct the operations of County government, and implement County emergency plans, in coordination with the Director of Emergency Response and Communications, the Chair of the Legislature, and other appropriate officials.
- B. The County Administrator may advise the Chair of the Legislature and the County Legislature regarding emergency operations, continuity measures, and coordination of County resources.
- C. In order to protect life, safety, property, continuity of operations, or the orderly administration of County government, the County Administrator may close County buildings or facilities under County control to the public, modify public access, alter employee work schedules or reporting requirements, direct non-essential employees of departments reporting to the County Administrator not to report or to leave work, and take related temporary administrative actions necessary to protect County operations.
- D. Nothing in this section shall be construed to transfer to the County Administrator any authority specifically granted by Article 2-B of the Executive Law to the Chair of the Legislature, as Chief Executive of the County, or to the Director of Emergency Response and Communications, as County Emergency Management Director.

SECTION 10. TEMPORARY ABSENCE OR INABILITY OF THE COUNTY ADMINISTRATOR

- A. If the County Administrator is temporarily absent or otherwise unable to perform the duties of the position, and remains duly appointed and in office, the Deputy County Administrator shall

exercise the powers and perform the duties of the County Administrator during that temporary period.

B. The Deputy County Administrator's authority under this section shall exist only while:

1. the County Administrator remains duly appointed and in office; and
2. the Deputy County Administrator remains duly appointed by and serving at the pleasure of the County Administrator.

C. If there is no Deputy County Administrator in office at the time of such temporary absence or inability, the Chair of the Legislature shall serve as Acting County Administrator during such temporary period.

D. For purposes of this section, a temporary absence or inability shall not include a vacancy in the position of County Administrator.

SECTION 11. VACANCY IN THE POSITION OF COUNTY ADMINISTRATOR

A. In the event of a vacancy in the position of County Administrator for any reason, as provided by law, the authority of the Deputy County Administrator to act in place of the County Administrator shall immediately terminate.

B. Upon such vacancy, the Chair of the Legislature shall assume the responsibilities and authorities of Acting County Administrator until a new County Administrator is appointed by the County Legislature, except to the extent that a specific function is otherwise assigned by state law to another officer during vacancy.

C. During such vacancy, the Chair of the Legislature, while serving as Acting County Administrator, may appoint the then-serving Deputy County Administrator, or another qualified person, to serve as Deputy County Administrator, subject to appropriation and applicable Civil Service requirements, until the County Legislature appoints a County Administrator.

SECTION 12. NO DIVESTITURE OF POWERS; PRESERVATION OF LEGISLATIVE AND ELECTED OFFICER AUTHORITY

A. Nothing contained in this local law shall operate or be construed to curtail, diminish, transfer, divest, or otherwise impair the functions, powers, duties, or responsibilities of the County Legislature, the Chair of the Legislature, any elected County officer, or any office whose authority is otherwise provided by law.

B. Nothing in this local law shall be construed to alter appointing authority, removal authority, or statutory reporting relationships except as expressly provided in this local law.

C. In the event of any conflict or inconsistency between this local law and any prior local law or resolution of the County Legislature, this local law shall govern.

SECTION 13. 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 14. EFFECTIVE DATE

This Local Law shall take effect when all applicable statutory requirements for its passage and adoption have been complied with fully and it has been duly filed in the Office of the Secretary of State as provided by Section 27 of the Municipal Home Rule Law.

ON MOTION OF CATHY BISCHOFF

AGENDA ITEM NO. 4

Appoint Member to the Tompkins Cortland Community College Board of Trustees

WHEREAS, Matthew McSherry of 3693 Katie Lane, Cortland, New York, was appointed to the

Tompkins Cortland Community College Board of Trustees pursuant to Resolution No.10-20; AND

WHEREAS, the term of Matthew McSherry expires June 30, 2026, and he has expressed his interest in continued service on the Board of Trustees; NOW THEREFORE BE IT

RESOLVED, that Matthew McSherry, be and hereby is reappointed to the Tompkins Cortland Community College Board of Trustees for a seven (7) year term ending on June 30, 2033.

ON MOTION OF CATHY BISCHOFF

AGENDA ITEM NO. 5

Adopt 2026-2027 Tompkins Cortland Community College Operating Budget

WHEREAS, the Board of Trustees of Tompkins Cortland Community College has presented to this Legislature an Operating Budget for the college fiscal year September 1, 2026 through August 31, 2027; AND

WHEREAS, a public hearing on said budget has been held on June 25, 2026, and heard all persons wishing to speak on this topic, pursuant to notice duly published; NOW THEREFORE BE IT

RESOLVED, that said operating budget in the amount of \$34,546,321 be and hereby is approved and adopted; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature include in the Cortland County Budget for the year 2027 an amount determined pursuant to a plan for said college per adopted Resolution No. 129 for the year 1966, as amended by Resolution No. 128 and 131 for the year 1971, totaling approximately \$1,948,270 as Cortland County's share of the total Sponsoring Community Contribution of \$5,127,025, to be paid in four equal payments from account A24955.54780 after January 1, 2027; AND BE IT FURTHER

RESOLVED, that this resolution shall become effective upon adoption of a concurrent resolution by the Tompkins County Legislature.

ON MOTION OF CATHY BISCHOFF

AGENDA ITEM NO. 6

Resolution Authorizing an Intermunicipal Agreement Between the County of Cortland and the City of Cortland for the Collection of Real Property Taxes

WHEREAS, §1150 of the Real Property Tax Law authorizes municipal corporations to enter into agreements with one another with respect to any parcel of real property upon which they respectively own tax liens and disposition of such liens; AND

WHEREAS, the City of Cortland wishes to outsource its real property tax collection duties to maximize administrative efficiency; AND

WHEREAS, the County of Cortland possesses the necessary infrastructure, personnel, and technology within its Finance Office to efficiently collect these real property taxes on behalf of the City of Cortland; AND

WHEREAS, both municipalities have determined that entering into an intermunicipal agreement for this purpose will reduce administrative duplication and save taxpayer dollars; AND

WHEREAS, as part of this intermunicipal agreement, the City of Cortland will authorize the transfer of all delinquent real property taxes to the County of Cortland and the County of Cortland shall reimburse and make the City of Cortland whole for the amount of said delinquent taxes; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to execute the Intermunicipal Agreement with the City of Cortland for said purposes; AND BE IT FURTHER

RESOLVED, that the Director of Finance is authorized to establish the necessary accounting funds and procedures to receive, hold, and remit the collected City tax revenues minus any agreed upon

administrative fees.

ON MOTION OF CATHY BISCHOFF

AGENDA ITEM NO. 7

Local Law “G” of 2026 - A Local Law Providing that the County of Cortland Shall Become the Tax Collection Agency for the Purposes of Collecting Taxes and Special Assessments by Partial Payments for Real Property Located within the City of Cortland

WHEREAS, Article 9 of the New York State Real Property Tax Law authorizes certain procedures relating to the collection of real property taxes and special assessments, including the collection of such taxes by a county tax collection agency and the acceptance of partial payments where authorized by local law; AND

WHEREAS, the County of Cortland desires to become the tax collection agency for purposes of collecting taxes and special assessments for real property located within the City of Cortland, as prescribed by Section 972 of Article 9 of the Real Property Tax Law; AND

WHEREAS, a public hearing was held on June 25, 2026 before the Cortland County Legislature after publication of notice thereof as legally required; AND

WHEREAS, said local law has been in its final form upon the desks of the members of the Cortland County Legislature at least seven (7) calendar days exclusive of Sunday, prior to this date; NOW THEREFORE BE IT

ENACTED by the Legislature of the County of Cortland as follows:

Local Law “G” of 2026 - A Local Law Providing that the County of Cortland Shall Become the Tax Collection Agency for the Purposes of Collecting Taxes and Special Assessments by Partial Payments for Real Property Located within the City of Cortland

SECTION 1: On and after the effective date of this local law, and until such time as this local law is repealed, the County of Cortland shall become the tax collection agency for the purposes of collecting taxes and special assessments, including the authority to permit partial payments for real property located within the City of Cortland as prescribed by Section 972 of Article Nine of the Real Property Tax Law of the State of New York.

SECTION 2: The term “taxes” as used in this Local Law shall include special assessments which are levied by the County Legislature at the time and in the manner provided by law for the levy of county and town taxes.

SECTION 3: Such taxes may be paid in whole or partial payments as described in Section 6 of this Local Law, which shall be determined by the amount of the first payment and shall be due and payable not later than the last day of the month in which the respective taxes may be paid without interest to the Director of Finance of Cortland County.

SECTION 4: Each partial payment, other than the first, shall be subject to interest at the rate determined pursuant to section nine hundred twenty-four-a of the Real Property Tax Law, up to and including the date on which it is to be paid.

If a partial payment is not fully paid on or before the date it is due, additional interest shall be added to the amount of any such partial payment at the rate as determined pursuant to section nine hundred twenty-four-a of the Real Property Tax Law for each month or part thereof until paid. No such partial payment may be paid unless all prior partial payments of current taxes, including interest, shall have been paid or shall be paid at that same time.

The failure to make, or the lack of, the required full payment of the first partial payment by an owner of real property by the required date, as described Section 6 of this Local Law, shall be construed as an election by such owner to pay the total amount of taxes in one payment.

SECTION 5: Upon receipt of the tax roll and warrant, the collecting officer shall mail to each property owner

of the property listed thereon, a statement of taxes as provided by law. Such statement shall recite that such owner may elect, pursuant to section six of this local law, to pay the taxes set forth in the statement by partial payments, as provided herein.

SECTION 6: (a) If such owner shall elect to pay the taxes by partial payments, the owner shall pay to the Director of Finance the amount set forth in such statement and designated as “first payment.” The amount of the second and third payment, including the interest charge, shall be paid to the Director of Finance on or before the date provided on the statement.

The partial payments may be made in three (3) payments. The first payment due January 31st, shall be fifty percent (50%) of the amount of the tax as levied, interest free; the second payment due by March 15th, shall be twenty-five percent (25%) of the amount of tax as levied, plus interest at the statutory rate, charged against the unpaid balance only; and the third payment due by April 30th, shall be the remaining twenty-five percent (25%) of the amount of the tax as levied plus interest at the statutory rate, charged against the unpaid balance only.

No tax bill under one hundred dollars (\$100) will be applicable to said partial payment plan.

(b) If any such partial payment is not fully paid on or before the date when due, interest shall be charged pursuant to section nine hundred twenty-four-a of the Real Property Tax Law as set forth within the provided statement. No such partial payment may be paid unless all prior partial payments of current taxes, including interest, shall have been paid or shall be paid at the same time.

(c) The owner of real property who elects to pay taxes by partial payments as provided in this section shall indicate their election by remitting the amount of the first partial payment to the Director of Finance on or before the date upon which it is due.

(d) The failure or lack thereof by an owner of real property to fully pay the first partial payment as provided in subdivision (c) of this section shall be construed as an election of such owner to pay the total amount of the taxes in one (1) payment in the manner provided by law.

SECTION 7: The Director of Finance of the County of Cortland is hereby empowered to promulgate and amend suitable rules and regulations prescribing the necessary forms for carrying into effect the provisions of this local law including partial payment of taxes and to establish the appropriate interest and penalties, consistent with the cost of carrying out the program for partial payments of real property taxes as allowed by Article 9 of the Real Property Tax Law of the State of New York.

SECTION 8: Any payment made after April 30th is considered delinquent and the Director of Finance may accept and process such delinquent payments in compliance with Real Property Tax Laws of the State of New York.

Referred from Public Works Committee

Referred from Government Operations Committee

Referred from Judiciary & Public Safety Committee

ON MOTION OF SANDRA PRICE

AGENDA ITEM NO. 8

**Abolish One Senior Dispatcher Position/Create One Dispatcher Position - Department of
Emergency Response and Communications**

WHEREAS, the needs of the agency will be better served by abolishing and creating several positions in the Emergency Response & Communications Department; AND

WHEREAS, the Judiciary and Public Safety Committee recommends the abolition of one (1) Senior Dispatcher (Step 4, Grade 8, \$30.6093 - \$43.6210/hr, competitive class); AND

WHEREAS, the Judiciary and Public Safety Committee recommends the creation of one (1) Dispatcher (Step 1, Grade 6, \$28.5007 - 41.3455/hr, competitive class); NOW THEREFORE BE IT

RESOLVED, that one (1) full-time position of Senior Dispatcher (Step 4, Grade 8, \$30.6093 - \$43.6210/hr, competitive class) be abolished effective August 14, 2026 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) full-time position of Dispatcher (Step 1, Grade 6, \$28.5007 - 41.3455/hr, competitive class) be and hereby is created with approval to fill effective August 15, 2026.

Referred from Agriculture, Economic Development, Planning, and Environment Committee

ON MOTION OF WILLIAM MCGOVERN

AGENDA ITEM NO. 9

Establishing an Economic Development Reserve for Cortland County

WHEREAS, Cortland County recognizes that economic development is important to strengthening the local economy, encouraging investment, and supporting the long-term fiscal stability of the County; AND

WHEREAS, the County Legislature desires to establish a reserve to support future economic development purposes that serve a lawful County interest; AND

WHEREAS, the use and administration of the reserve should be governed by a formal County policy; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the establishment of a reserve to be known as the Cortland County Economic Development Reserve - A.386300.ED, to be used for lawful County purposes that support economic growth, business attraction or retention, and strategic investments that advance the County's economic development objectives; AND BE IT FURTHER

RESOLVED, that the Director of Finance is authorized and directed to establish the reserve in the appropriate manner consistent with applicable law, accounting requirements, and County financial practices; AND BE IT FURTHER

RESOLVED, that the initial funding of the Economic Development Reserve, together with any future expenditures, appropriations, transfers, or additional deposits to or from said Reserve, shall be subject to separate resolution of the Cortland County Legislature.

ON MOTION OF WILLIAM MCGOVERN

AGENDA ITEM NO. 10

Authorize Allocation of Scott Road Solar Host Community Agreement Revenue to the Economic Development Reserve

WHEREAS, the Cortland County Legislature established the Cortland County Economic Development Reserve Account No. A.386300.ED to support lawful County purposes that promote economic growth, business attraction or retention, and strategic investments that advance the County's economic development objectives; AND

WHEREAS, by Resolution No. 103-26, the Cortland County Legislature authorized the County Administrator, upon review and approval by the County Attorney, to execute and deliver a Host Community Agreement with Scott Road Solar, LLC, together with such other documents and actions as may be necessary or appropriate to carry out the intent of said resolution; AND

WHEREAS, the Cortland County Legislature desires to allocate the One-Hundred-Seventy-Thousand

Dollars (\$170,000.00) received pursuant to the Scott Road Solar Host Community Agreement to the Cortland County Economic Development Reserve; AND

WHEREAS, the allocation of said revenue to the Cortland County Economic Development Reserve will preserve the funds for future lawful County purposes that support economic development and strategic investment within Cortland County; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the allocation of One Hundred Seventy Thousand Dollars (\$170,000.00) received pursuant to the Scott Road Solar Host Community Agreement to the Cortland County Economic Development Reserve Account No. A.386300.ED.

Referred from Health & Human Services Committee

Action Items

Monthly Reports

1. **Grant Administrator Monthly Report**
2. **Finance Monthly Report**

Discussion Items

1. **Senior Citizen Exemption**

Adjournment