



AG/Planning/Environmental

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Thursday, February 9, 2023

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:33 AM by Committee Chair Beau Harbin

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Committee Vice Chair	Remote	
Beau Harbin	Cortland County, NY	Committee Chair	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Susan Wilson	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Budd Rigg	Cortland County, NY	Undersheriff	Present	
Scott Steve	City of Cortland	Mayor	Present	
Amanda Barber	Soil & Water Conservation District	Director	Present	
David Rutherford	Cornell Cooperative Extension	Executive Director	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Melissa Potter	Cortland County, NY	Mobility Manager	Present	
Amy Buggs	Cortland County, NY	Grants Administrator	Present	
Kim Cameron	Cortland County Planning Board	Member	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Rebecca Ireland-Perry	Cornell Cooperative Extension	4-H Director	Present	
Patricia Dawson	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Jan 12, 2023 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Member to the Transportation Advisory Committee - Planning Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/23/2023 6:00 PM
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Appoint Member to the Transportation Advisory Committee - Planning Department

WHEREAS, Resolution Number 289-19 authorized the formalization of the Transportation Advisory Committee as a Citizen's Advisory Committee, AND

WHEREAS, the Transportation Advisory Committee as a formal subcommittee of the Agriculture, Planning, and Environment Committee will consist of a membership from a wide variety of community service agencies and government agencies, AND

WHEREAS, the following agencies would best support the transportation system within Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature appoint the following community service and government agency representatives or designee to the Transportation Advisory Committee for a term ending December 31, 2025:

NAME	AGENCY/CAPACITY	TERM ENDING
Darese Doskal	TC3 Representative	12/31/2025

AGENDA ITEM NO. 2 – Reallocate Salary Grade - Director of Planning

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/16/2023 10:00 AM
MOVER:	Susan Wilson, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Reallocate Salary Grade - Director of Planning

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for Director of

Planning in the Planning Department, AND

WHEREAS, there has been a change to the job duties for this position as reflected in the job description, AND

WHEREAS, it is recommended that the aforesaid position be reallocated from Grade 5 (\$79,412-105,698) to Grade 3 (\$91,771-122,148) in the Management Compensation Plan, NOW THEREFORE BE IT

RESOLVED, that the position of Director of Planning is hereby reallocated from Grade 5 to Grade 3 effective February 24, 2023.

MONTHLY REPORTS

1. SPCA Monthly Report

RESULT:	COMPLETED
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2. Mobility Management Update

RESULT:	COMPLETED
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3. Soil & Water Conservation District Update

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. Appointments to the Central New York Regional Planning and Development Board

RESULT:	COMPLETED
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2. 11206 : Options for Amending Solar Local Law (Moved to Next Month's Meeting)

RESULT:	TABLED
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Next: 3/9/2023 10:00 AM

3. Name, Mission and Statutory Oversight of the Committee

RESULT:	COMPLETED
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4. What is Cooperative Extension? - David Rutherford

RESULT:	TABLED
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Next: 3/9/2023 10:00 AM

Proposed executive session for matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation

It was MOVED by Mr. Harbin, seconded by Mr. Eccleston, and unanimously approved by voice vote of members present, to enter into an executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. MOTION CARRIED. Mr. Corpora, Ms. Hempstead, Mr. Steve, and Mr. Rigg were permitted to join the executive session.

An executive session was held from 11:10 a.m. to 11:50 a.m., at which time on motion of Mr. Harbin, seconded by Dr. Wilson, it was unanimously approved by voice vote to exit executive session.

ADJOURNMENT

The meeting was closed at 11:50 AM



AG/Planning/Environmental

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Thursday, January 12, 2023

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:16 AM by Committee Chair Beau Harbin

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Committee Vice Chair	Present	
Beau Harbin	Cortland County, NY	Committee Chair	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Susan Wilson	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Board Member	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Melissa Potter	Cortland County, NY	Mobility Manager	Present	
George Wagner	Cortland County, NY	Board Member	Present	
Christopher Newell	Cortland County, NY	Board Member	Present	
Amanda Barber	Soil & Water Conservation District	Director	Present	
Kim Cameron	Cortland County	Resident	Present	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Dec 8, 2022 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Douglas Bentley, Committee Vice Chair
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint/Reappoint Members - Soil and Water Conservation District Board of Directors

Minutes Acceptance: Minutes of Jan 12, 2023 10:00 AM (MINUTES)

RESULT: WITHDRAWN - NO FUTURE ACTION

ON MOTION OF HARBIN

RESOLUTION NO.

Appoint/Reappoint Members - Soil and Water Conservation District Board of Directors

WHEREAS, according to the Soil and Water Conservation District Law as passed by the legislature of the State of New York, "When a county has been declared a soil and water conservation district, a board of directors consisting of five members shall be appointed by the county board. This board of directors shall consist of two members of the county board and three persons not members of the county board... two of whom shall be practical farmers. One of these farmers shall be appointed from a list submitted by the county grange, one of these farmers shall be appointed from a list submitted by the county farm bureau.", AND

WHEREAS, the terms of members is one year for Legislative Representatives and three years for other members of the Board, NOW THEREFORE BE IT

RESOLVED, that the following be and hereby are appointed to serve as members of the Soil and Water Conservation District Board of Directors:

Name	Address	Capacity	Term Expiration
Linda Jones	2087 E. River Road Homer, NY 13077	Legislative Representative	12/31/23
Beau Harbin	25 West Court Street Cortland, NY 13045	Legislative Representative	12/31/23
James Murphy	1122 Route 392 Cortland, NY 13045	At-Large Representative	12/31/26

AGENDA ITEM NO. 2 – Reallocate Salary Grade - Director of Planning

RESULT:	APPROVED [UNANIMOUS]
	Next: 1/17/2023 10:00 AM
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Reallocate Salary Grade - Director of Planning

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for Director of Planning in the Planning Department, AND

WHEREAS, there has been a change to the job duties for this position as reflected in the job description, AND

WHEREAS, it is recommended that the aforesaid position be reallocated from Grade 5 (\$79,412-105,698) to Grade 3 (\$91,771-122,148) in the Management Compensation Plan, NOW THEREFORE BE IT

RESOLVED, that the position of Director of Planning is hereby reallocated from Grade 5 to Grade 3 effective January 26, 2023.

Minutes Acceptance: Minutes of Jan 12, 2023 10:00 AM (MINUTES)

ACTION ITEMS

1. Committee Recommendation - Committee Name/Responsibility Change to Include Economic Development

RESULT: NO ACTION

MONTHLY REPORTS

1. SPCA Monthly Report

RESULT: COMPLETED

2. Soil & Water Conservation District Monthly Report

RESULT: COMPLETED

3. Cornell Cooperative Extension Monthly Report

RESULT: COMPLETED

DISCUSSION ITEMS

1. Planning Board Vacancies

RESULT: COMPLETED

2. Options for Amending Solar Local Law

RESULT: TABLED

Next: 2/9/2023 10:00 AM

ADJOURNMENT

The meeting was closed at 11:51 AM

**Reallocate Salary Grade
Director of Planning
Planning Department**

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for Director of Planning in the Planning Department, AND

WHEREAS, there has been a change to the job duties for this position as reflected in the job description, AND

WHEREAS, it is recommended that the aforesaid position be reallocated from Grade 5 (\$79,412-105,698) to Grade 3 (\$91,771-122,148) in the Management Compensation Plan, NOW, THEREFORE, BE IT

RESOLVED, that the position of Director of Planning is hereby reallocated from Grade 5 to Grade 3 effective January 26, 2023.

Attachment: Reallocate Director of Planning (11214 : Reallocate Salary Grade - Director of Planning)

Jurisdiction: Cortland County
 Jurisdictional Class: Non-competitive
 Adopted: 10/20/05
 Amended: 4/26/21; 10/31/22; 1/26/23

DIRECTOR OF PLANNING

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for planning, administering and supervising activities in the Office of Planning. The position involves responsibility for the oversight and coordination of a comprehensive planning program of a County by providing technical assistance to municipalities in areas such as land usage, business retention, and water resource management. The position also involves representing the County on a variety of planning related organizations and boards. The position oversees the Grant Administrator to aid County Departments and County municipalities with grants and shared services. Work is performed under the administrative direction of the County Administrator and the general direction of the County Legislature. Supervision is exercised over subordinate staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Serves as project manager in special and ongoing planning projects including land usage, business retention and water resource management;

Evaluates effectiveness of projects under development and issue instructions governing their progress;

Guides the preparation of feasibility studies and statistical analysis for planning reports, including supervision of consultant documents.

Recommends economic development projects for consideration by the Director and respective organizations (e.g. IDA, Legislature, etc.);

Participates in regional, state and federal planning activities/efforts, including review of new planning and environmental legislation (e.g. National Flood Insurance Program changes, sustainability planning).

Assesses infrastructure needs in the County, recommend solutions to resolve them and implement projects;

Applies for grant and loan funds to accomplish the mission of the Department;

Works with and is the liaison to other Economic and Development agencies in the County;

Prepares the departmental budget, the annual work plan and oversees the work of department employees;

Develops policies, procedures and programs for the County's community and economic development functions to enhance economic growth and activities consistent with the goals of the County;

Develops and implements programs in conjunction with the County Chamber of Commerce to retain, restore and expand the commercial and industrial tax base and attract new businesses to the area;

Represents the interests of the County in local, regional and State organizations;

Coordinates activities with surrounding counties and works with community and citizen groups to foster the development of an appropriate business climate;

Provides information and technical assistance in planning and development as requested by municipal officials, county departments, businesses and others;

Gathers statistics and completes reports;

May review and stamp plan sets for County departments if qualified.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the methods and techniques used in economic and community development, municipal planning and promotional activities;
 Thorough knowledge of Federal and State programs related to the economic development and planning process;
 Thorough knowledge of business and economic conditions of the county;
 Good knowledge of Federal, State and Local laws and policies as they relate to economic development;
 Good knowledge of the general principles, terminology and practices used in municipal and community planning;
 Ability to plan and supervise the work of others;
 Ability to prepare and deliver presentations in a clear, concise and articulate manner;
 Ability to operate a personal computer and utilize common office software programs;
 Ability to communicate effectively both orally and in writing;
 Ability to establish and maintain effective working relationships with others;
 Physical condition commensurate with demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Possession of a Master's degree in planning, public administration, architecture, engineering, environmental studies or a closely related field and two (2) years of experience in planning or economic development; OR
- (b) Possession of a Bachelor's degree or higher in planning, architecture, engineering, environmental studies or a closely related field and three (3) years of experience as defined in (a); OR
- (c) An equivalent combination of training and experience as defined by the limits of (a), (b) and (c).

NOTE:

Degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside of the United States and its territories, applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/cfm>. Applicants must pay the required evaluation fee.

Cortland County Humane Law Enforcement Report January 2023 (1/1/23 - 1/31/23)

Town of Cincinnatus

Animal Cruelty:

Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	0
Complaints YTD	0

Dispositions:

Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Town of Cortlandville

Animal Cruelty:

Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	4
Dog/Cat Sick or Injured	2
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	1
NY AGM 377 Dead Animal/Disposal	1
NY AGM 373-4 Seizure	0

Complaints This Month	8
Complaints YTD	8

Dispositions:

Completed	2
Compliance Order	0
No Violation	2
Animal Picked Up/Impound	0
Animal Transported for Medical Care	1
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	1
Unable to Locate	0
Pending Investigation	2
Tickets/Charges/Arrest	0

NARRATIVE: Dog howling incessantly, suspected neglect/abuse - dog is not neglected/abused, is extremely vocal, necessary advice rendered. Dog hit by car & deceased - investigator bagged deceased dog at scene and left with owner. Dog hit by car and injured - investigator found owner who then transported dog for medical care.

Attachment: SPCA Cortland County Report - January 2023 (11283 : SPCA Monthly Report)

Town of Cuyler

Animal Cruelty:	
Dog/Cat Abandonment	1
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	1
Complaints YTD	1

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	1
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: Report of 5 abandoned dogs - investigators unable to locate dogs on property or in residence.

Town of Freetown

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	0
Complaints YTD	0

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Town of Harford

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	0
Complaints YTD	0

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Town of Homer

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	0
Complaints YTD	0

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Town of Lapeer

Animal Cruelty:

Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month

0

Complaints YTD

0

Dispositions:

Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Town/Village of Marathon

Animal Cruelty:

Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month

0

Complaints YTD

0

Dispositions:

Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Village of McGraw

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	0
Complaints YTD	0

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Town of Preble

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	1
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	1
Complaints YTD	1

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	1
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: Dog in vehicle roll over accident, State Police requesting dog evaluation - investigator went to location of accident, dog appears uninjured, owner advised to follow up with vet.

Town of Scott

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	2
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	2
Complaints YTD	2

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	2
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: Two cats in unhealthy/unsanitary conditions - one cat picked up and transported to shelter. Follow up at location to locate second cat and transport to shelter.

Town of Solon

Animal Cruelty:	
Dog/Cat Abandonment	1
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	1
Complaints YTD	1

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	1
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: Cat left in residence after owner transported to hospital and passed away - cat picked up and transported to shelter for intake.

Town of Taylor

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	0
Complaints YTD	0

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Town of Truxton

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	0
Complaints YTD	0

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Town of Virgil

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	1
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	1
NY AGM 373-4 Seizure	0

Complaints This Month	2
Complaints YTD	2

Dispositions:	
Completed	0
Compliance Order	0
No Violation	1
Animal Picked Up/Impound	1
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: Several cats in unhealthy/unsanitary conditions - investigator visited residence, no evidence of report, cats are healthy & residence is sanitary. Cat hit by car & deceased - cat picked up, bagged and transported to shelter for freezer storage for possible owner.

Town of Willet

Animal Cruelty:	
Dog/Cat Abandonment	0
Dog/Cat Abuse	0
Dog/Cat Neglect	0
Dog/Cat Sick or Injured	0
Other Neglect/Cruelty	0
Injured Animal/Wildlife	0
Inadequate Shelter	0
Loose Farm Animal/Public Safety	0
Hot/Cold Vehicle	0
NY AGM 377 Dead Animal/Disposal	0
NY AGM 373-4 Seizure	0

Complaints This Month	0
Complaints YTD	0

Dispositions:	
Completed	0
Compliance Order	0
No Violation	0
Animal Picked Up/Impound	0
Animal Transported for Medical Care	0
Animal Brought to SPCA by Citizen	0
Referral/Necessary Advice Rendered	0
Unable to Locate	0
Pending Investigation	0
Tickets/Charges/Arrest	0

NARRATIVE: No complaint responses for animal cruelty this month.

Complaint Totals this Month: 15

After Hour All Calls this Month: 16

Complaints YTD: 15

After Hour All Calls YTD: 16



Cortland County Soil and Water Conservation District

100 Grange Place, Room 202, Cortland, NY 13045
Phone: (607) 756-5991 • Fax: (607) 756-0029
www.cortlandswcd.org

SWCD - Celebrating 70 years of promoting the conservation and wise use of our county's natural resources

SOIL AND WATER CONSERVATION DISTRICT MONTHLY REPORT

From: Amanda Barber, SWCD Manager

February 9, 2023

AGRICULTURE AND PRIVATE LAND CONSERVATION

Agricultural Environmental Management (AEM) – Winter work includes designs for projects funded under the Climate Resilient Farming (CRF) program and Agricultural NPS Control and Abatement (AGNP) program including four barnyard water management projects, two prescribed grazing systems, and three stream corridor stabilization projects. ARP funds are planned for use in conjunction with state funds on these three stream projects.

The Keller barnyard water management and manure storage project documentation is being finalized and the grant close-out is underway. We have been alerted that the RFPs for the next round of both CRF and AGNP grant programs have been prepared and are pending announcement. Preliminary evaluations of potential projects are ongoing.

COMMUNITY NATURAL RESOURCES MANAGEMENT AND PLANNING

Stream Restoration and Culvert Rehabilitation – We received an additional grant of \$400,000 for stream work in the Chesapeake Bay watershed. Our three previous state grants and federal funding have been extended. Engineering and technical assistance capacity is becoming a limiting factor. Two additional staff have started stream restoration training, but it is expected to be a two year process. We are preparing an RFA for engineering work for the Village of McGraw stream corridor project. We continue to support the Town of Taylor in coordinating the Potter Hill Rd project with FEMA. Virgil sites for Cayuga Lake WS restoration have been surveyed for preliminary design and permitting. We are awaiting announcement of 2022 WQIP projects. A number of local sites and problem areas were proposed for engineering feasibility studies which were planned to support ARP implementation.

Forestry – We have announced our Upland Tree planting program and Trees for Bees project. There are also opportunities to plant riparian forested buffers throughout the county through various programs. Free tree and shrub seedlings may be available for qualifying projects on a limited basis.

Our new online sales platform for our annual Spring Planting Program and Seedling Sale has been very active and seems to have been successful in reducing program labor while extending our reach. Though paper orders are no longer accepted, landowners may still call us or come in to the office to place orders in person, if they wish. A variety of species are available. Our emphasis is on providing native species that are well adapted to our climate and promote and preserve biodiversity.

We received a final rough draft of the Dwyer Park Community Forest Management Plan. A stakeholders meeting is scheduled for February 21st and the final draft will be on our website and available for public comment by March 1st.

Attachment: SWCD update 2 2023 (11287 : Soil & Water Conservation District Update)

PROGRAMS AND EDUCATION

Erosion and Sediment Control 4hr Course- On February 23, 2023 we will be offering a certification course for contractors and others who are required to oversee construction activities on sites with NYS SPDES permits. We have over forty registrants to date.

Spring Programs – Spring programs/activities are being coordinated. Ag Day/Week (March 19th -25th), Earth Day (April 22nd), Arbor Day (April 28th), Soil and Water Stewardship week (April 30th -May 7th), Cortland County Envirothon (May 5th), and Water Festival (June 3rd) will all take place before summer arrives and the office is humming with excitement! Stay tuned for more details.

ADMINISTRATION

Directors, board representatives and staff will be visiting Albany at the end of the month to discuss legislation and issues impacting conservation programs and activities. Staff are scheduled to attend training in mid-March at the annual Water Quality Symposium.

We continue work on financial records/management, financial reports and the audit.

We completed the computer server upgrade, but need to complete a Quickbooks upgrade next month before the data migration is completed.

We have an interview scheduled for our Fiscal Officer position next week. We have been reviewing applicants and plan to begin scheduling Conservation Assistant and Conservation Aide interviews for the end of the month.

ON MOTION OF KEVIN FITCH, CHAIR OF THE LEGISLATURE**Appoint Members - Central New York Regional Planning and Development Board**

WHEREAS, the terms of Cortland County Representatives have expired on the Central New York Regional Planning and Development Board, NOW THEREFORE BE IT

RESOLVED, that the following be appointed in conformance with the Regional Planning and Development Board By-Laws:

Name	Capacity	Term Expiration
Garry VanGorder	At-Large Representative	12/31/23
Patrick Clune	At-Large Representative	12/31/23
Scott Steve	Local Elected Official	12/31/23

ON MOTION OF KEVIN FITCH**RESOLUTION NO. 252-20**

Local Law 5 of 2020 – a Local Law to Amend Local Law 1 of 2018, a Local Law Establishing a Payment in Lieu of Taxes (PILOT) Agreement for Commercial Solar Energy Systems in Cortland County, New York

WHEREAS, the Cortland County Legislature adopted Local Law 1 of 2018 on August 23, 2018 which established a (PILOT) Agreement for Commercial Solar Energy Systems in Cortland County, AND

WHEREAS, the Cortland County Legislature's Agriculture/Planning/Environmental Committee has recommended revisions to said Local Law, AND

WHEREAS, a public hearing was held on August 27, 2020 before the Cortland County Legislature, AND

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

RESOLVED, that Local Law “I” of 2020 - a Local Law to Amend Local Law 1 of 2018, a Local Law Establishing a Payment in Lieu of Taxes (PILOT) Agreement for Commercial Solar Energy Systems in Cortland County, New York be and is hereby enacted as follows:

§1. Title

This Local Law may be cited as the “Solar Energy System PILOT Law of the County of Cortland, New York.”

§2. Legislative Intent and Purpose

This Local Law is adopted to ensure that the benefits of the community’s solar energy resource are available to the entire community, by promoting the installation of solar energy generating equipment through a payment-in-lieu-of-taxes (PILOT), granting reduced costs to system developers and energy consumers, and providing a revenue stream to the entire community.

§3. Authority

This Local Law is adopted under the authority granted by:

1. Article IX of the New York State Constitution, §2(c)(8),
2. New York Statute of Local Governments, §10(5),
3. New York Municipal Home Rule Law, §10(1)(i) and (ii); §10(1)(a)(8), and
4. New York Real Property Tax Law §487(9).

§4. Definitions

1. “AC” means alternating current.
2. “Annual Payment” means the payment due under a PILOT Agreement entered into pursuant

to Real Property Tax Law §487(9), as the same may be amended, superseded or replaced.

3. “Annual Payment Date” means January 1st of each year for the duration of the PILOT Agreement.
4. “Capacity” means the manufacturer’s nameplate capacity of the Solar Energy System as measured in kilowatts (kW) or megawatts (MW) AC.
5. “Owner” means the owner of the property on which a Solar Energy System is located or installed, or their lessee, licensee or other person authorized to install and operate a Solar Energy System on the property.
6. “Residential Solar Energy Systems” means a Solar Energy System with a nameplate generating capacity less than 50 kW AC in size, installed on the roof or the property of a residential dwelling (including multi-family dwellings), and designed to serve that dwelling.
7. “SBL number” means the Section-Block-Lot tax map number.
8. “Solar Energy Equipment” means collectors, controls, energy storage devices, heat pumps and pumps, heat exchangers, windmills, and other materials, hardware or equipment necessary to the process by which solar radiation is (i) collected, (ii) converted into another form of energy such as thermal, electrical, mechanical or chemical, (iii) stored, (iv) protected from unnecessary dissipation and (v) distributed. It does not include pipes, controls, insulation or other equipment which are part of the normal heating, cooling, or insulation system of a building. It does include insulated glazing or insulation to the extent that such materials exceed the energy efficiency standards required by New York law.
9. “Solar Energy System” means an arrangement or combination of Solar Energy Equipment designed to provide heating, cooling, hot water, or mechanical, chemical, or electrical energy by the collection of solar energy and its conversion, storage, protection and distribution.

§5. PILOT Required

1. The owner of a property on which a Solar Energy System is located or installed (including any improvement, reconstruction, or replacement thereof), shall enter into a PILOT Agreement with the County consistent with the terms of this Local Law except for:
 - a.) Residential Solar Energy Systems; and
 - b.) Solar Energy Systems that do not seek or qualify for an exemption from real property taxes pursuant to Real Property Tax Law §487(4) as the same may be amended, superseded or replaced.
2. The Lessee or licensee of any owner of a property required to enter into a PILOT Agreement by this section, which owns or controls the Solar Energy System, may enter into the PILOT Agreement on behalf of the owner of the property.
3. Any owner or developer of a solar energy system that meets the requirements under Real

Property Tax Law § 487 (4) MUST notify the Cortland County Real Property Tax Office and the Cortland County Treasurer via certified mail of its intent to construct a solar energy system. Upon receipt of any notification from an owner or other person of intent to install a Solar Energy System, the Real Property Tax Office by certified mail shall immediately, but in no case more than sixty (60) days after receipt of the notification, notify the owner or other person of the mandatory requirement for a PILOT Agreement pursuant to the terms of this Local Law.

4. Nothing in this Local Law shall exempt any requirement for compliance with state and local codes for the installation of any solar energy equipment or a solar energy system, or authorize the installation of any solar energy equipment or a solar energy system. All solar energy systems must file a Real Property Tax Exemption application pursuant to Real Property Tax Law §487, as the same may be amended, superseded or replaced, to receive a tax exemption.
5. The Annual Payments under the PILOT Agreement shall not exceed the amounts that would otherwise be payable but for the exemption under Real Property Tax Law §487 as the same may be amended, superseded or replaced.

§6. Contents of PILOT Agreements

1. Each PILOT Agreement entered into shall include:
 - a.) The name and contract information of the Owner or other party authorized to act upon behalf of the Owner of the Solar Energy System;
 - b.) The SBL number for each parcel or portion of a parcel on which the Solar Energy System will be located;
 - c.) A requirement for fifteen successive annual payments, to be paid commencing on the first Annual Payment Date after the effective date of the Real Property Tax Exemption granted pursuant to Real Property Tax Law §487 as the same may be amended, superseded or replaced;
 - d.) The Capacity of the Solar Energy System, and that if the Capacity is increased or increased as a result of a system upgrade, replacement, partial removal or retirement of Solar Energy Equipment, the annual payments shall be increased or decreased on a pro rata basis for the remaining years of the Agreement;
 - e.) That the parties agree that under the authority of Real Property Tax Law §487, as the same may be amended, superseded or replaced, the Solar Energy System shall be considered exempt from real property taxes for the fifteen (15) year life of the PILOT Agreement;
 - f.) That the PILOT Agreement may not be assigned without the prior written consent of the County, which consent may not be unreasonably withheld if the Assignee has agreed in writing to accept all obligations of the Owner, except that the Owner may, with advance

written notice to the County but without prior consent, assign its payment obligations under the PILOT Agreement to an affiliate of the Owner or to any party who has provided or is providing financing to the Owner for or related to the Solar Energy System, and has agreed in writing to accept all payment obligations of the Owner;

- g.) That a Notice of this Agreement may be recorded by the Owner at its expense, and that the County shall cooperate in the execution of any Notices or Assignments with the Owner and its successors;
- h.) That the Annual Payment for Solar Energy Systems with a Capacity of 1 MW or any part thereof shall be \$7,000.00 per MW of Capacity or a tenth thereof;
- i.) That the Annual Payment shall escalate one and one half percent (1½%) per year, starting with the second Annual Payment;
- j.) That if the Annual Payment is not paid when due, that upon failure to cure within thirty (30) days, the County may cancel the PILOT Agreement without notice to the Owner, and the Solar Energy System shall thereafter be subject to taxation at its full assessed value.
- k.) In addition, if the Annual Payment is not paid when due, a late fee equal to twelve percent (12%) of the amount due shall be assessed on an annual basis until paid in full.

§7. Severability

Should any provision of this Local Law be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of this Local Law as a whole or any part thereof other than the part so decided to be unconstitutional or invalid.

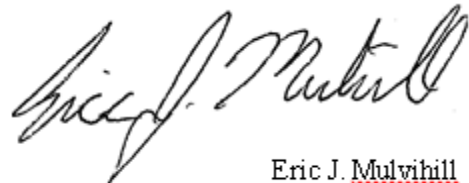
§8. Effective Date

This Local Law shall be effective upon its filing with the Secretary of State in accordance with the Municipal Home Rule Law, and shall apply to all solar energy systems constructed

STATE OF NEW YORK) SS:
COUNTY OF CORTLAND)

This is to certify that I, the undersigned, Clerk of the Cortland County Legislature, have compared the foregoing copy with the original now on file in this office, and that the above actions were passed by the Cortland County Legislature on the 27th day of August, 2020 and that the same is a correct and true transcript of such actions taken.

IN WITNESS WHEREOF I have hereunto set my hand
and the official seal of the CORTLAND COUNTY
LEGISLATURE, this 27th day of August, 2020.



Eric J. Mulvihill
Clerk of the Cortland County Legislature

Solar Law Discussion

Notification clause

Current language:

Any owner or developer of a solar energy system that meets the requirements under Real Property Tax Law § 487 (4) MUST notify the Cortland County Real Property Tax Office and the Cortland County Treasurer via certified mail of its intent to construct a solar energy system. Upon receipt of any notification from an owner or other person of intent to install a Solar Energy System, the Real Property Tax Office by certified mail shall immediately, but in no case more than sixty (60) days after receipt of the notification, notify the owner or other person of the mandatory requirement for a PILOT Agreement pursuant to the terms of this Local Law.

<https://codes.findlaw.com/ny/real-property-tax-law/rpt-sect-487.html>

Town of Cortlandville, NY / Part II: General Legislation, Chapter 130, Solar Energy System Pilot, 130-5.C.

Pursuant to Real Property Tax Law § 487(9)(b), the Town of Cortlandville hereby expresses its ongoing intent to require a contract for PILOT for such solar energy systems, and this chapter shall be considered notification to owners or developers of such systems and no further action is required on the part of the Town of Cortlandville with respect to the notification requirements by the Town of Cortlandville as set forth in Real Property Tax Law § 487(9)(a).

Who represents the County when handling these PILOTS?

Current local law is not clear who negotiates for the County when a solar company comes directly to the county

Possible options:

- County Attorney
- County Administrator
- Directors of Planning or Real Property
- Cortland County IDA

Considerations:

- Experience in working with PILOT agreements
- Authority provided by the local law
- Overall workload and timing to handle these
- Guidance on when Legislature would like to see

Example from Cortlandville, 130-6.H

The Town of Cortlandville Town Board may establish by resolution the payment amount and terms of PILOT agreements and/or community host agreements by developers of solar energy systems with the Town of Cortlandville or may delegate to the Cortland County Industrial Development Agency the authority to negotiate such agreements on behalf of the Town of Cortlandville.

Committee Discussion:

Rules of Order Article XII: 12.A.

Finance and Administration – A seven (7) member Committee shall review the tentative budget filed by the Budget Officer and shall consider and recommend appropriations required for all purposes and prepare and report the annual estimates for the tax levy.

The Committee shall oversee:

The Treasurer's Office, the Finance Office, Administration Office, Office of the Manager of Audit and Financial Projects, the Department of Real Property Tax Services, occupancy tax, Tompkins Cortland Community College (TC3), Industrial Development Agency and Business Development Corporation, and the agency that provides promotional and tourism service. The Finance and Administration Committee shall serve as the Audit Committee.

Agriculture/Planning/Environmental – Not less than five (5) nor more than seven (7) members who shall oversee:

County Planning Department, Soil and Water Conservation District, Cooperative Extension, public transportation, SPCA, and including but not limited to any associated agency.

Discussion topics:

Names in other counties:

- Economic Development and Planning Committee (Montgomery, Oswego County)
- Planning and Economic Development (Allegany, Cayuga, Chenango, Onondaga County)
- Economic Development, Planning, Tourism and Agriculture (Tioga County)
- Planning, Development and Environmental Quality (Tompkins County)
- Community Dev. & Natural Resources (Schuyler County)
- Planning, Development, Agriculture and Tourism (Seneca County)

Oversight statement examples

Seneca County: "Responsible for Planning & Community Development, Planning Board, Industrial Development Agency, Tourism, Federal and State grants, Soil & Water Conservation District, Extension Service, Agriculture Districts, and Finger Lakes Regional Airport."

Onondaga County: "Agricultural Districts, Office of Economic Development and Associated Boards, Division of Community Development, Information Technology, Onondaga County Industrial Development Agency, Onondaga County Civic Development Corporation, Trust for the Cultural Resources of Onondaga, County, Syracuse-Onondaga County Planning Agency, Central New York Regional Planning and Development Board, Greater Syracuse Property Development Corporation, Centerstate CEO, Cornell Cooperative Extension, Visit Syracuse."

Oswego County:

This committee shall deal with all matters pertaining to: County Departments - Promotion and Tourism, Department of Planning and Community Development

- Economic growth and industrial development of Oswego County, including all Federal and State grants pertaining to economic and industrial development and expansion and assistance for small businesses in Oswego County;
- The development and promotion of tourism in Oswego County, including administration of the state tourism matching funds program;
- The Tourism Advisory Council and serve as a liaison between the Council and the Legislature;
- Comprehensive planning, land use, zoning referrals, environmental management and assistance to local governments in Oswego County;
- The housing and Rental Assistance Programs;
- The transportation and Mass Transit Assistance programs;
- The County Planning Board and Regional Planning Board, and serve as liaison between the respective Boards and the Legislature;
- The development and promotion of agriculture, extension services, conservation, natural resources, wildlife and rural resources;
- The following agencies: Operation Oswego County; Industrial Development Agency; Small Business Extension Service; the Tourism Promotion and Development Agency; Central New York Regional Planning and Development Agency; Central New York Regional Transportation Authority and other transportation assistance programs; Environmental Management Council; Cooperative Extension, and Soil and Water Conservation District.