



Buildings & Grounds Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

~ Agenda ~

Tuesday, March 11, 2025

9:00 AM

Room 302

Call to Order

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

Minutes Approval

1. Buildings & Grounds Committee - Committee Meeting - Feb 11, 2025 9:00 AM

Resolutions

ON MOTION OF HEIDER

AGENDA ITEM NO. 1

Local Law "A" of 2025 - A Local Law to Authorize a Long-Term Lease Agreement for County-Owned Property at Dwyer Park Main Pavilion

BE IT ENACTED, by the Cortland County Legislature, as follows:

SECTION 1. LEGISLATIVE INTENT

Cortland County is the owner of Dwyer Memorial County Park, located at 6799 Little York Lake Rd, Preble, NY 13141, which includes the building generally known as the Dwyer Park Pavilion (hereinafter referred to as the "Main Pavilion"). The County seeks to ensure that the Main Pavilion is utilized in a manner that benefits the public by supporting cultural, recreational, and community activities.

To achieve this goal, the County issued a Request for Proposals (RFP) for the lease of the Main Pavilion, including the management of the first-floor rentals. Following the competitive selection process, _____ was determined to be the successful bidder.

SECTION 2. AUTHORIZATION OF LEASE AGREEMENT

The Chair of the Cortland County Legislature is hereby authorized to execute a long-term lease agreement with _____ for the lease of the Main Pavilion at Dwyer Memorial County Park. The lease shall include provisions for _____ to manage the rental of the first floor for public use while utilizing the second floor for community-based arts, cultural, and recreational programming.

SECTION 3. LEASE TERMS

The lease agreement shall include, but not be limited to, the following terms:

- A lease term not to exceed ten (10) years, subject to renewal upon mutual agreement and legislative approval.

- A rental payment structure to be determined in accordance with fair market value and the County's financial policies.
- Requirements for maintenance, utilities, and upkeep of the facility.
- Compliance with all applicable laws, regulations, and safety standards.
- Provisions for public access to the facility's first-floor rental spaces.
- Performance expectations and periodic reviews to ensure compliance with lease obligations.

SECTION 4. REVENUE DEPOSIT

All proceeds from the lease payments shall be deposited into Account No. A71105.42410, Rental of Real Property.

SECTION 5. SEVERABILITY

If any clause, sentence, paragraph, section, 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 but shall be confined in its operation to the clause, sentence, paragraph, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 6. EFFECTIVE DATE

This local law shall take effect immediately upon filing with the New York State Secretary of State in accordance with the provisions of the Municipal Home Rule Law.

ON MOTION OF HEIDER

AGENDA ITEM NO. 2

Authorize Agreement with Pathfinder, Now IMEG, for Cortland County Courthouse HVAC Project

WHEREAS, Cortland County has received, on behalf of Assemblymember Anna Kelles, \$2.2 Million in funding through the Community Resiliency, Economic Sustainability and Technology (CREST) Program; AND

WHEREAS, these funds will support capital costs associated with replacing the HVAC system in the Cortland County Courthouse; AND

WHEREAS, the County solicited for Statement of Qualifications (SOQ) from consultants for the Courthouse HVAC Project; AND

WHEREAS, upon evaluation of the submitted SOQ's, ratings and interviews, Pathfinder, now IMEG, was selected by a committee consisting of members of the Building and Grounds Committee, the Superintendent and Deputy Superintendent of Highways; AND

WHEREAS, the Buildings and Grounds Committee of the Cortland County Legislature recommends entering into an agreement with Pathfinder, now IMEG, to perform a feasibility study for a ground source heat pump system, an alternate system, and provide an engineer's estimate; AND

WHEREAS, the fee for the feasibility studies and engineer's estimate for said project is \$62,940; AND

WHEREAS, the funds will be appropriated in Account No. _____; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and approves entering into

an agreement with Pathfinder, now IMEG, to perform a feasibility study for a ground source heat pump system, an alternate system, and an engineer's estimate for a cost not to exceed \$62,940; AND BE IT FURTHER

RESOLVED, that the Cortland County Administrator, upon review and approval, by the County Attorney or designee, is hereby authorized to enter into an agreement with Pathfinder, now IMEG, to perform a feasibility study for a ground source heat pump System, an alternate system, and provide an engineer's estimate, for a cost not to exceed \$62,940.

Action Items

1. Committee Approval - Use of County Office Building Parking Lot for City Fire Department Touch a Truck Event on June 1, 2025
2. Approve Use of County Property for 2025 Great Cortland Pumpkinfest

Monthly Reports

1. Buildings & Grounds Monthly Report
2. IT Monthly Report

Discussion Items

1. 111 Port Watson Street/Mental Health Building Update
2. Courthouse Project Updates

Adjournment