



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

60 Central Ave.  
Cortland, NY 13045  
[www.cortlandcountyny.gov](http://www.cortlandcountyny.gov)

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**Tuesday, November 4, 2025**

**10:30 AM**

**Room 302**

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**View Meeting Virtually:**

**WebEx Meeting Information**

**<https://cortlandny.webex.com/cortlandny/j.php?MTID=mb5503d8af5acc76f4ecf49e41cf52281>**

**Tuesday, November 4, 2025 10:30 AM | 1 hour | (UTC-04:00) Eastern Time (US & Canada)**

**Meeting number: 2332 805 0521**

**Password: FYhP9pBAA35**

**Join by phone**

**+1-415-655-0001 US Toll**

**Access code: 233 280 50521**

**Call to Order**

| <b>Attendee Name</b>                   | <b>Present</b> | <b>Absent</b> | <b>Late</b> | <b>Arrived</b> |
|----------------------------------------|----------------|---------------|-------------|----------------|
| Committee Member Douglas Bentley       |                |               |             |                |
| Committee Member Cathy Bischoff        |                |               |             |                |
| Committee Member Paul Heider           |                |               |             |                |
| Committee Member Linda Jones           |                |               |             |                |
| Committee Member Dominick Mantella     |                |               |             |                |
| Committee Vice-Chair Mitchel Eccleston |                |               |             |                |
| Committee Chair Joseph Nauseef         |                |               |             |                |

**Approval of Minutes**

1. Government Operations Committee - Committee Meeting October 7, 2025 10:30 AM

**Resolutions**

**ON MOTION OF JOSEPH NAUSEEF**

**AGENDA ITEM NO. 1.**

**Authorizing Contract for Third-Party Inspection of Playgrounds Owned and Maintained by Cortland County**

WHEREAS, Cortland County adopted Resolution No. 53-25 Adopting Safety Standards for

Playgrounds Owned and Maintained by Cortland County; AND

WHEREAS, it is in the best interests of Cortland County to have a third-party inspect the playgrounds owned and maintained by Cortland County; AND

WHEREAS, Innovative Playground Services, Inc. (IPS) has provided a quote in the amount of \$650.00 per playground per inspection; AND

WHEREAS, IPS is a National Playground Safety Institute Certified Inspector, has been deemed a Qualified Contractor by the National Playground Contractors Association, Inc. (NPCAI), and completes inspections to the standards adopted by the Cortland County Legislature; AND

WHEREAS, there is funding available in the Safety Budget in account A36205-50435 (Training) to be transferred to A36205-54055 (Professional Services); NOW THEREFORE BE IT

RESOLVED, that the sum of \$650.00 shall be transferred from Safety Budget Line A36205-50435 to Safety Budget Line A36205-54055; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is authorized to execute a contract with Innovative Playground Services, Inc., PO Box 6, Lisle, NY 13797-0006 for third-party inspections of playgrounds owned and maintained by Cortland County at the rate of \$650.00 per playground inspection, to be paid from A36205-54055.

**ON MOTION OF JOSEPH NAUSEEF**

**AGENDA ITEM NO. 2.**

**Authorizing Acceptance of \$15,000 from the New York State Education Department for the NY250 Local Partnership Allocation**

WHEREAS, the New York State Education Department, through the New York State 250th Commemoration Commission, has made funding available to counties statewide to support local activities commemorating the 250th anniversary of the American Revolution; AND

WHEREAS, Cortland County has been allocated \$15,000 under the NY250 Local Partnership Allocation, based upon county P-12 enrollment as part of the Commission's Empower Local Partners strategy; AND

WHEREAS, said funds are intended to support inclusive historical programming, civic engagement, public education, and commemoration of the Revolution and its legacy; AND

WHEREAS, Cortland County will act as the designee for the allocation, and Savannah Hempstead, as Cortland County Historian, will administer said funds in accordance with the Commission's guidelines; AND

WHEREAS, it is necessary to place these funds into the appropriate account line for expenditure as authorized; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the acceptance of \$15,000 from the New York State Education Department for the NY250 Local Partnership Allocation; AND BE IT FURTHER

RESOLVED, that the Cortland County Historian, Savannah Hempstead, shall administer and oversee the use of said funds in accordance with the requirements and reporting guidelines established by the New York State Education Department and the New York State 250th Commemoration Commission; AND BE IT FURTHER

RESOLVED, that the 2025 Cortland County Budget be and hereby be amended as follows:

Increase:

A10405.412xx                      \$15,000

A10405.xxxxx                      \$15,000

; AND BE IT FURTHER

RESOLVED, that the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

**ON MOTION OF JOSEPH NAUSEEF**

**AGENDA ITEM NO. 3.**

**Local Law No. J of 2025 – a Local Law to Amend Local Tax Law #1 of 2007 – Extending the Imposition of a Mortgage Recording Tax in Cortland County – County Clerk**

WHEREAS, New York State Law §253-v, authorizes Cortland County to adopt and amend local laws imposing a mortgage recording tax of twenty-five cents (\$0.25) for each one hundred dollars (\$100.00) and each remaining major fraction thereof principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated in Cortland County and recorded on or after the date upon which such tax takes effect; AND

WHEREAS, the Cortland County Legislature authorized a mortgage recording tax by adopting County Local Law No. 1 of 2007; AND

WHEREAS, upon approval of the New York Legislature, the Cortland County Legislature has reauthorized the mortgage recording tax via subsequent local laws; AND

WHEREAS, the current legislation authorizing the mortgage recording tax is set to expire December 1, 2025; AND

WHEREAS, the New York State Legislature revised New York State Tax Law §253-v and extended the effective repeal date to December 1, 2027; NOW THEREFORE BE IT

ENACTED, by the Cortland County Legislature as follows:

Section 1

For the period beginning December 1, 2025 and ending December 1, 2027, there is hereby imposed, in The County of Cortland, a tax of \$0.25 for each \$100.00, and each remaining fraction thereof of principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated within the County of Cortland and recorded on or after December 1, 2025, and a tax of \$0.25 on such mortgage if the principal debt of obligation which is or by any contingency may be secured by such mortgage less than \$100.00.

Section 7

The Local Law shall take effect December 1, 2025. A certified copy of this Local Law shall be mailed to the Commissioner of Taxation and Finance at the Commissioner's Office in Albany, New York. Certified copies of this Local Law shall be filed with the Cortland County Clerk, the Secretary of State and State

Comptroller within five days after the Local Law is enacted.

**ON MOTION OF JOSEPH NAUSEEF**

**AGENDA ITEM NO. 4.**

**Authorize Mortgage Tax Disbursement for April 2025 – September 2025**

WHEREAS, in accordance with New York State Tax Law, Article 11, §261, the Semi-Annual Mortgage Tax Report for April 1, 2025 – September 30, 2025, 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 Director of Finance; 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 hereby authorizes the Cortland County Director of Finance 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       | \$7,611.19        |
| Cortland          | \$111,664.63      |
| Cortlandville     | \$84,007.26       |
| Cuyler            | \$5,216.99        |
| Freetown          | \$9,085.91        |
| Harford           | \$10,898.42       |
| Homer, Town       | \$27,996.55       |
| Homer, Village    | \$20,752.79       |
| Lapeer            | \$2,387.57        |
| Marathon, Town    | \$25,500.02       |
| Marathon, Village | \$13,471.98       |
| McGraw, Village   | \$2,313.30        |
| Preble            | \$15,564.41       |
| Scott             | \$7,616.87        |
| Solon             | \$1,164.22        |
| Taylor            | \$2,068.25        |
| Truxton           | \$7,382.23        |
| Virgil            | \$25,873.04       |
| <u>Willet</u>     | <u>\$3,582.68</u> |

|       |              |
|-------|--------------|
| TOTAL | \$384,158.31 |
|-------|--------------|

**ON MOTION OF JOSEPH NAUSEEF**

**AGENDA ITEM NO. 5.**

**Authorize Annual Software Maintenance Agreement with Dominion/Liberty Vote - Board of Elections**

WHEREAS, the Board of Elections utilizes Dominion/Liberty Vote voting systems; AND

WHEREAS, Dominion/Liberty Vote designs, manufactures, licenses, and provides services for its voting systems; AND

WHEREAS, the annual maintenance agreement is a three (3) year contract of \$12,000 per year through 12/31/2027; AND

WHEREAS, grant monies available through the ePollbook grant were used for 2025; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into a multi-year agreement with Dominion/Liberty Vote at a cost of \$12,000 per year beginning in 2025 and ending 12/31/2027 with such cost agreement to be paid from Account No. A14505.54015.

**ON MOTION OF JOSEPH NAUSEEF**

**AGENDA ITEM NO. 6.**

**Local Law "K" of 2025 - a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office**

WHEREAS, said Local Law has been in its final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date; AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required; NOW THEREFORE BE IT

RESOLVED, that Local Law "K" for the year 2025 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law; AND BE IT FURTHER

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted; NOW THEREFORE

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

**Local Law "K" of 2025 - a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office**

**SECTION 1.**  
**LEGISLATIVE INTENT**

The County Legislature hereby states the intent of this local law is to preserve the integrity of the Management Compensation Plan, the goal of which is to treat all employees equally by maintaining grade level salary increments attached to years of service to the County. It is therefore necessary for the County Legislature to extend by local law the same increase in salary for those County officers elected or appointed for a fixed term, in compliance with New York State County Law §201, as has been previously adopted pursuant to the amended Grade and Step Schedule for Management Confidential Employees through Cortland County Local Laws.

**SECTION II.**

The Cortland County Employment Policy Manual for Department Heads, Management and Management/Confidential Employees includes a Grade and Step Schedule, with salary increments tied to grade levels and years of service. Certain officers are excluded pursuant to New York State County Law §201, as the salary of any officer elected or appointed for a fixed term may only be increased by local law subject to permissive referendum as provided for in Municipal Home Rule Law §24(2)(h).

**SECTION III.**

The same rate of annual salary increase for fiscal year 2026 extended to Cortland County Management and Management/Confidential Employees through the modification of the Grade and Step Schedule, shall be provided to those officers elected or appointed for a fixed term, during their term of office.

The annual salary of said officers elected or appointed for a fixed term, during their term of office, is to be adjusted and paid over the balance of the 2026 calendar year, upon the effective date of this local law.

This Local Law shall function to increase the salary of the following officers elected or appointed for a fixed term, during their term of office:

**Elected officers include:**

County Clerk  
County Coroner(s)  
County Sheriff

**Officers appointed for a fixed term include:**

Clerk of the Legislature  
County Attorney  
Public Defender  
Veteran's Services Officer  
Commissioner of Social Services  
Commissioner of Public Works  
Personnel Officer  
Public Health Director  
Real Property Tax Services Director

**SECTION IV:**

This local law is subject to permissive referendum and shall not take effect until at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

**ON MOTION OF JOSEPH NAUSEEF**

**AGENDA ITEM NO. 7.**

**Local Law "L" of 2025 - a Local Law Setting the Salary of Cortland County Election Commissioners**

WHEREAS, said Local Law has been in its final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date; AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required; NOW THEREFORE BE IT

RESOLVED, that Local Law "L" for the year 2025 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law; AND BE IT FURTHER

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted; NOW THEREFORE

**BE IT ENACTED** by the County Legislature of the County of Cortland as follows:

**Local Law "L" of 2024 - a Local Law Setting the Salary of Cortland County Election**

## **Commissioners**

### **Section I:**

Pursuant to Election Law §3-208, each Cortland County Election Commissioner shall receive an equal annual salary, to be fixed by the County Legislature.

### **Section II:**

The annual salary for each Cortland County Election Commissioner shall be increased from \$59,254 to \$66,939 for fiscal year 2026 and paid over the balance of 2026 calendar year, upon the effective date of this local law.

### **Section III:**

This local law is subject to permissive referendum and shall not take effect until at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

### **Monthly Reports**

1. Board Of Elections Monthly Report
2. County Attorney Monthly Report
3. Safety Director Monthly Report
4. Personnel Monthly Report
5. County Clerk Monthly Report
6. Clerk of the Legislature Monthly Reports

### **Discussion Items**

### **Adjournment**