Finance & Administration Committee

Committee Meeting

~ Minutes ~

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

Tuesday, January 18, 2022 | **10:00 AM** | **Board Room**

CALL TO ORDER

The meeting was called to order at 10:05 AM by Committee Chair George Wagner

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Member	Present	
George Wagner	Cortland County, NY	Committee Chair	Present	
Linda Jones	Cortland County, NY	Committee Member	Present	
Christopher Newell	Cortland County, NY	Committee Vice Chair	Present	
Beau Harbin	Cortland County, NY	Committee Member	Present	
Richard Stock	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Laura Fox	Cortland County, NY	Real Property Tax Services	Present	
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Present	
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present	
Valerie Puma	Cortland Standard	Reporter	Remote	

MINUTES

1. Finance & Administration Committee - Committee Meeting - Dec 7, 2021 10:00 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

2. Finance & Administration Committee - Special Meeting - Dec 15, 2021 10:00 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

RESOLUTIONS

AGENDA ITEM NO. 1 – Amend 2021 Budget to Recognize Increased Sales Tax - Finance Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Christopher Newell, Committee Vice Chair
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Amend 2021 Budget to Recognize Increased Sales Tax - Finance Department

WHEREAS, 2021 sales tax received was $8,707,667.55 above budgeted revenue, AND

WHEREAS, 46% of the net sales tax received, after the County offset of $1,500,000, is distributed to municipalities within Cortland County, AND

WHEREAS, the increased revenue resulted in the distribution to municipalities being over the budgeted amount, requiring and increase in the expenditure budget to cover the final 2021 distribution, NOW THEREFORE BE IT

RESOLVED, that the 2021 County budget be amended as follows:

Increase Revenue:		
A198541.41110	Sales & Use Tax Revenue	$4,005,527.07
Increase Expenditure:		
A19855.54101	Sales Tax Pymts to Municipalities	$4,005,527.07

AGENDA ITEM NO. 2 – Distribution of Fourth Quarter 2021 Sales Tax - Finance Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Christopher Newell, Committee Vice Chair
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Distribution of Fourth Quarter 2021 Sales Tax - Finance Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 221-18, which provides for the distribution of sales tax from the County to local municipalities, AND

WHEREAS, the sales tax sharing agreement provides for the deduction directly from the gross sales tax distribution received from the State of New York a fixed sum of $1,500,000 for County purposes, with the remaining balance of the revenues to be distributed for use by the County, City of Cortland, and the various municipalities within Cortland County, AND

WHEREAS, the gross deduction for County purposes will be provide for quarterly, AND

WHEREAS, the 2021 fourth quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for fourth quarter 2021 to be $9,060,935.83, AND

WHEREAS, the total amount available for distribution is $8,685,935.83, after the direct deduction for County purposes, AND

WHEREAS, individual municipalities by resolution have opted to apply a portion of their sales tax dollars to off-set the property tax levy and that amount ($700,000.00) is to be withheld from the quarterly distribution, AND

WHEREAS, Cortland County receives (54%), or $4,690,405.35 of the total net quarterly distribution, AND

WHEREAS, respective payments are now ready for disbursement, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the County Treasurer or designee to release sales tax payments for the fourth quarter of 2021 as so stated below from Account No. A19855.54101 in either the form of a county check or by direct bank transfer as per the request of the receiving municipality:

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
City of Cortland	$1,541,753.60	-0-	$1,541,753.60	-0-
Town of Cincinnatus	$74,190.65	-0-	$74,190.65	-0-
Town of Cortlandville	$749,807.47	-0-	$749,807.47	-0-
Town of Cuyler	$65,452.65	-0-	$65,452.65	-0-
Town of Freetown	$51,033.73	-0-	$51,033.73	-0-
Town of Harford	$81,400.18	-0-	$81,400.18	-0-
Town of Homer	$261,374.73	-0-	$261,374.73	-0-
Village of Homer	$185,158.57	-0-	$185,158.57	-0-
Town of Lapeer	$106,205.66	-0-	$106,205.66	-0-
Town of Marathon	$80,314.52	-0-	$80,314.52	-0-
Village of Marathon	$41,238.40	-0-	$41,238.40	-0-
Village of McGraw	$34,068.90	-0-	$34,068.90	-0-
Town of Preble	$134,419.23	-0-	$134,419.23	-0-
Town of Scott	$80,340.80	-0-	$80,340.80	-0-
Town of Solon	$69,281.76	-0-	$69,281.76	-0-

Town of Taylor	$44,568.27	-0-	$44,568.27	-0-
Town of Truxton	$95,763.42	-0-	$95,763.42	-0-
Town of Virgil	$235,415.40	-0-	$235,415.40	-0-
Town of Willet	$63,742.54	-0-	$63,742.54	-0-
Total	$3,995,530.48	-0-	$3,995,530.48	-0-

, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer or designee is hereby directed to deposit the County's "off the top" sum of $375,000 in the appropriate reserves and accounts as designated in Resolution No. 294-20.

CONSENT AGENDA - Items on the Consent Agenda have been endorsed by the various standing committees. Budget & Finance Committee Members may request any item be pulled from the consent agenda for further discussion and separate vote

Referred from Ag/Planning/Environmental Committee

AGENDA ITEM NO. 1 – Authorize 2022 Agreement - Cornell Cooperative Extension

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF HARBIN **RESOLUTION NO.**

Authorize 2022 Agreement - Cornell Cooperative Extension

WHEREAS, the 2022 Adopted Budget appropriated funds in the amount of $258,420.00 for the operation of the Cornell Cooperative Extension of Cortland County programs, NOW THEREFORE BE IT

RESOLVED, in consideration of the services to be performed by Cornell Cooperative Extension of Cortland County, the County agrees to pay to Cornell Cooperative Extension of Cortland County the sum of two hundred fifty eight thousand four-hundred twenty dollars ($258,420) in payments as follows: The amount of sixty-four thousand six-hundred five dollars ($64,605) upon the execution of this Agreement and the amount of sixty-four thousand six-hundred five dollars ($64,605) on the first day of April, July and October 2022. However, prior to the payment of the second payment and each payment thereafter, Cornell Cooperative Extension of Cortland County shall submit to the County Finance Office an account of its disbursements on a form mutually agreed to by the Cornell Cooperative Extension of Cortland County and the County, AND BE IT FURTHER

RESOLVED, that a maintenance in lieu of rent payment in the amount of sixty-three thousand seven hundred twenty-three dollars ($63,723) is due to the County of Cortland as follows: The amount of fifteen-thousand nine-hundred thirty dollars and seventy-five cents ($15,930.75) is due within 15 days of the execution of this agreement and the amount of fifteen-thousand nine-hundred thirty dollars and seventy-five cents ($15,930.75 is due on the 15th day of April, July, and October, 2022, AND BE IT FURTHER

RESOLVED, that pursuant to Section 224 of the County Law, said agency shall render to the County Legislature a certified account of disbursements with verified or certified figures attached, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to enter into an agreement with Cornell Cooperative Extension of Cortland County, AND BE IT FURTHER

RESOLVED that the County Treasurer be and hereby is authorized and directed to make payment from account #A87505.54815, AND BE IT FURTHER

RESOLVED, that any unused amounts of said sums shall be refunded to the County of Cortland.

AGENDA ITEM NO. 2 – Authorize 2022 Agreement - Southern Tier East Regional Planning Development Board - Planning Department

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 1/27/2022 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF HARBIN **RESOLUTION NO.**

Authorize 2022 Agreement - Southern Tier East Regional Planning Development Board - Planning Department

WHEREAS, a proposed agreement between Cortland County and the Southern Tier East Regional Planning Development Board for 2022 in the amount of $12,000 has been received, AND

WHEREAS, $10,000 of these funds are included in the 2022 budget in account A10105.54040, AND

WHEREAS, due to an increase in the contract amount, another $2,000 is needed, 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 enter into an agreement for 2022 with the Southern Tier East Regional Planning Development Board, AND BE IT FURTHER

RESOLVED, that the 2022 Cortland County Budget be amended as follows:

Increase:

A10105.54040	Assoc/Membership Dues	$2,000
A359900	Appropriated Fund Balance	$2,000

AGENDA ITEM NO. 3 – Authorize Agreement with the Marathon Snowdusters, Inc Snowmobile Club for Annual Snowmobile Trail Maintenance Grant Funding Years 2021-2022 - County Planning Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF HARBIN **RESOLUTION NO.**

Authorize Agreement with the Marathon Snowdusters, Inc Snowmobile Club for Annual Snowmobile Trail Maintenance Grant Funding Years 2021-2022 - County Planning Department

WHEREAS, Article 27 of the New York State Parks, Recreation and Historic Preservation Law establishes a mechanism for allocating funds to local governmental sponsors for the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System, AND

WHEREAS, Cortland County under Section 27.17 of the State Parks, Recreation and Historic Preservation Law will apply for Snowmobile Trail Development and Maintenance grant funding for the period of April 1, 2021 to March 31, 2022, AND

WHEREAS, Cortland County enters into agreements with certain Snowmobile Clubs to ensure that the clubs perform trail maintenance and grooming of existing trails throughout Cortland County, AND

WHEREAS, the County serves as the local sponsor for the grant application and as the grant recipient, AND

WHEREAS, the County will retain an administration fee up to ten percent (10%) of the grant award to offset the actual cost for administration expenses incurred as the local grant sponsor for the period of April 1, 2021 to March 31, 2022, but will transfer funds from the grant to the various snowmobile clubs to reimburse for the maintenance and grooming of the local snowmobile trail system, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby authorizes the County Administrator upon review and approval by the County Attorney or designee to sign the agreement with the Marathon Snowdusters, Inc. Snowmobile Club for the purposes as previously stated for the period April 1, 2021 to March 31, 2022.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 4 – Authorize Annual Stipend for Additional Duties - Safety Officer

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF HEIDER **RESOLUTION NO.**

Authorize Annual Stipend for Additional Duties - Safety Officer

WHEREAS, the position of Safety Officer has been vacant since July 18, 2017, AND

WHEREAS, Charles Miller has been performing the duties of Safety Officer without additional compensation, AND

WHEREAS, the Buildings and Grounds and Finance and Administration Committees recommend compensating Mr. Miller for performing these duties with a $4,000 yearly stipend which would not be added to his base salary for as long as he continues to perform Safety Officer duties, NOW THEREFORE BE IT

RESOLVED, that Charles Miller will receive a $4,000 stipend for performing the duties of Safety Officer effective January 27, 2022.

Referred from Health & Human Services

AGENDA ITEM NO. 5 – Create Temporary Positions - Public Health Fellow (4 Positions) and Public Health Fellow Coordinator - Health Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF PRICE **RESOLUTION NO.**

Create Temporary Positions - Public Health Fellow (4 Positions) and Public Health Fellow Coordinator - Health Department

WHEREAS, the Cortland County Health Department has been awarded a grant by Health Research, Inc. for the New York State Public Health Corps (NYSPHC) Fellowship Program in the amount of $849,912 for the period of 9/1/21 - 7/31/23, AND

WHEREAS, the Cortland County Health Department will use these funds to recruit, train, deploy and manage NYSPHC Fellows in order to augment LHD capacity to respond to current and emerging public health emergencies, to provide health education services to inform and protect communities, improve outreach and assistance to vulnerable populations and to directly assist with the local COVID-19 public health response, AND

WHEREAS, the Cortland County Health Department needs to create four temporary Public Health Fellow positions (CSEA, Grade 16, $22.4261-28.2445/HR, competitive, with benefits) and one temporary Public Health Fellow Coordinator (CSEA, Grade 22, $27.7991-35.0115/HR, competitive, with benefits), AND

WHEREAS, the Health and Human Services Committee recommends the creation of four temporary Public Health Fellow positions and one temporary Public Health Fellow Coordinator position with approval to fill effective January 28, 2022 through July 31, 2023, NOW THEREFORE BE IT

RESOLVED, that funds be appropriated in the 2022 County Budget as follows:

A40455.51005	Personnel	$491,042
A40455.52005	Office Equip	$22,500
A40455.52060	Computer Equip	$9,700
A40455.54000	Phone	$990
A40455.54005	Office Supplies	$11,330
A40455.54015	Software/Maint Agree	$3,612
A40455.54020	Postage	$1,000

A40455.54035	Educ/Train	$5,000
A40455.54045	Travel	$27,500
A40455.54213	Copy/Print	$1,000
A40455.58020	Retirement	$78,567
A40455.58030	FICA	$37,565
A40455.58040	Workers Comp	$14,993
A40455.58060	Health Ins	$144,288
A40455.58062	Dental Ins	$675
A40455.58065	Vision Ins	$150
TOTAL Expense		**$849,912**
A40455.43450 PHCF Revenue		**$849,912**

AGENDA ITEM NO. 6 – Authorize Use of Donald Sharpe Fund for Specialized Training - Mental Health Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF PRICE **RESOLUTION NO.**

Authorize Use of Donald Sharpe Fund for Specialized Training - Mental Health Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 288-18, which established a reserve fund based on a bequest from the Estate of Donald W. Sharpe of approximately $151,855.78 to the Cortland County Department of Mental Health for the support of Mental Health's programs serving "mentally and emotionally disabled persons in Cortland County", AND

WHEREAS, the maximum amount which may be used from the fund in any one calendar year is limited to $25,000, AND

WHEREAS, the funds not used in any one calendar year for the express purposes as set out by the trust must be refunded to the Sharpe Fund account, NOW THEREFORE BE IT

RESOLVED, the Legislature approves the use of $25,000 for the 2022 calendar year, AND BE IT FURTHER

RESOLVED, the 2022 budget is hereby amended as follows:

Increase: Account Number A43115.54035.DSHP Education and Training $25,000

Increase: Account Number A351100 Appropriated Reserves $25,000

AGENDA ITEM NO. 7 – Authorize Agreement - Rural Roots Nutrition, PLLC - Area Agency on Aging

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF PRICE **RESOLUTION NO.**

Authorize Agreement - Rural Roots Nutrition, PLLC - Area Agency on Aging

WHEREAS, the Cortland County Area Agency on Aging wishes to enter into a contract with Rural Roots Nutrition, PLLC, with offices located at 1672 Pompey Center Road, Fabius, NY 13063 for the provision of dietitian services to program clients, AND

WHEREAS, the services of a Registered Dietitian is program requirement under the Older Americans Act and New York State Office of Aging, AND

WHEREAS, the Registered Dietitian contract position has been vacant since July, 2021, AND

WHEREAS, 13 individuals are in need of nutrition counseling deemed a mandated service under federal and state funding streams, AND

WHEREAS, Rural Roots Nutrition, PLLC, will provide nutrition counseling on a per diem basis until the Registered Dietitian contract position is filled, AND

WHEREAS, the funding for this position is included in the Cortland County 2022 budget for the Area Agency on Aging, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney, be and hereby is authorized to execute said agreement, in an amount of $50.00 per hour on a per diem basis not to exceed $30,000 annually, to be paid from account A67745-54055-4340.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 8 – Authorize 2022 Agreement with BI Incorporated for Electronic Monitoring Services - Probation Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF FAIRCHILD-PRESTON **RESOLUTION NO.**

Authorize 2022 Agreement with BI Incorporated for Electronic Monitoring Services - Probation Department

WHEREAS, electronic monitoring is an authorized and accepted method of providing Court-ordered supervision of offenders in the community, AND

WHEREAS, there may be a need to provide this service as required by the local Court System, AND

WHEREAS, Cortland County Probation Department has contracted with BI Incorporated, 6265 Gunbarrel Avenue Suite B, Boulder, Colorado 80301, since 2005 and the latest contract, as authorized by Resolution No. 18-21, with said company expired December 31, 2021, AND

WHEREAS, BI Incorporated has agreed to contract for an additional one year period, starting January 1, 2022 and ending December 31, 2022, at reasonable competitive pricing, AND

WHEREAS, the Cortland County Probation Department desires to continue to contract with said company for services at the proposed pricing, AND

WHEREAS, the Cortland County Probation Department estimates $650 to be paid for services from January 1, 2022 through December 31, 2022, AND

WHEREAS, funds are available in account A31405.54615 Contract Medical Services, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee, be and hereby is authorized to execute a one year contract with BI Incorporated, 6265 Gunbarrel Avenue, Suite b, Boulder, Colorado 80301, for the term January 1, 2022 through December 31, 2022, for the purpose of electronic monitoring through the Cortland County Probation Department, AND BE IT FURTHER

RESOLVED, that the County Treasurer is authorized to pay vendor from said funds.

AGENDA ITEM NO. 9 – Authorize Agreement for Forensic Lab Testing - NMS Labs - County Coroner's Office

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF FAIRCHILD-PRESTON **RESOLUTION NO.**

Authorize Agreement for Forensic Lab Testing - NMS Labs - County Coroner's Office

WHEREAS, at times the Cortland County Coroners require forensic laboratory testing be performed on deceased individuals, AND

WHEREAS, the County of Cortland is desirous of obtaining forensic laboratory testing from NMS Labs, 3701 Welsh Road, Willow Grove, PA 19090, AND

WHEREAS, NMS Labs has agreed to a fee as itemized on their fee schedule, AND

WHEREAS, NMS Labs has the necessary expertise and facilities to perform these services and is willing to provide said services, NOW THEREFORE BE IT

RESOLVED, that the County Administrator be and hereby is authorized to enter into an agreement, upon approval of the County Attorney or designee, with NMS Labs for forensic laboratory testing as needed and requested and for the term of January 1, 2022 to December 31, 2023, with said expenses to be paid from account #A11855.54615.

AGENDA ITEM NO. 10 – Authorization Agreement with Black Creek Intergrated System Corp for Jail Software-Sheriff's Office Division of Corrections - Sheriff's Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF FAIRCHILD-PRESTON **RESOLUTION NO.**

Authorization Agreement with Black Creek Intergrated System Corp for Jail Software-Sheriff's Office Division of Corrections - Sheriff's Department

WHEREAS, Black Creek Integrated System Corporation, 2900 Crestwood Blvd, Irondale, AL 35210, has agreed to enter into an agreement to perform services and/or supply goods for the Cortland County Jail Black Creek Sally Port Software Unlimited Support Plan, AND

WHEREAS, the Jail Management System Maintenance Agreement for the existing Black Creek Integrated System Corporation Software expired December 31, 2021, AND

WHEREAS, the cost of the maintenance agreement is $21,680.80, for the period beginning on January 1, 2022 and ending on December 31, 2022.

WHEREAS, the Sheriff is authorized to pay this billing in January 2022, AND

WHEREAS, the funds to cover this contract are available in account number A31505.54015, Maintenance Agreements, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and the Sheriff of Cortland County, upon review and approval by the County attorney or designee, and subject to available funds, be and herby are authorized to contract with Black Creek Integrated System Corporation for the period of January 1, 2022 to December 31, 2022.

Referred from Highway Committee

AGENDA ITEM NO. 11 – Approve Aviation Project Funding Agreement - Highway Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF NEWELL **RESOLUTION NO.**

Approve Aviation Project Funding Agreement - Highway Department

WHEREAS, the Cortland County Legislature passed Resolution No. 230-18, approving the application for funding for Security Equipment and Replacement of the Ceilometer at the Cortland County Airport, AND

WHEREAS, the funding for said project has been approved under the AIR'99 Funding for an amount of $151,000.00, AND

WHEREAS, the program costs will be reimbursed at a ratio of 90% State-Air'99 for an amount of $135,900.00 and 10% local share at $15,100.00, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is hereby authorized to execute all necessary documents and plans on behalf of the County of Cortland with New York State Department of Transportation, with respect to the Security Equipment project, AND BE IT FURTHER

RESOLVED, that the project be established and the 2022 Capital Projects Budget be amended as follows:

Increase:

HH56105.52800.SECUR	Airport Security Project	$151,000.00
HH561043.43597.SECUR	Airport Security Revenue	$135,900.00
HH99015.45031.SECUR	Local Share	$15,100.00

AGENDA ITEM NO. 12 – Approve Purchase of Highway Vehicles - Highway Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF NEWELL **RESOLUTION NO.**

Approve Purchase of Highway Vehicles - Highway Department

WHEREAS, the Highway Committee has approved the purchase of four 2023/2024 Western Star 47X Cab and Chassis, AND

WHEREAS, the Onondaga County Bid Reference #8996 for purchasing Western Star Cab and Chassis allows other municipalities within New York State to "piggyback" on the Onondaga County Bid, AND

WHEREAS, the Cortland County Highway Department has determined that it is in the best interest of Cortland County to utilize the Onondaga County Bid, AND

WHEREAS, the Highway Superintendent has recommended the purchase of four 2023/2024 Western Star Cab and Chassis as follows:

<u>2023/2024 Western Star 47X Cab and Chassis</u>

<u>VENDOR</u> <u>QUOTE</u>

Tracey Road Equipment, Inc. 6803 Manlius Center Road East Syracuse, NY 13057	(4) Trucks @ $148,613.00 (each)

, AND

WHEREAS, the amount is not to exceed $594,452.00 total for four (4) new Cab and Chassis, AND

WHEREAS, the monies for said equipment are budgeted in the 2022 Road Machinery Budget, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Treasurer be and is hereby authorized and directed to make payment from Account E51305.52030, Highway Equipment Account for an amount of $594,452.00 for the purchase of four (4) 2023/2024 Western Star 47X Cab and Chassis to Tracey Road Equipment, Inc.

Referred from Government Operations Committee

AGENDA ITEM NO. 13 – Abolish Part-Time County Attorney/Create Full-Time County Attorney - Personnel Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 1/27/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF STOCK **RESOLUTION NO.**

Abolish Part-Time County Attorney/Create Full-Time County Attorney - Personnel Department

WHEREAS, the needs of the office will be better served by abolishing one (1) part-time 25 hrs/week County Attorney position and creating one (1) full-time County Attorney position in the County Attorney's Office, AND

WHEREAS, the Government Operations Committee recommends the abolition and creation of these positions, NOW, THEREFORE BE IT

RESOLVED, that one (1) position of County Attorney (Grade 1, Management Compensation Plan, $48.89-59.48/hr, 25 hrs/week with benefits, exempt class) be and hereby is abolished effective January 27, 2022 at midnight, AND BE IT FURTHER

RESOLVED, that one (1) position of County Attorney (Grade 1, Management Compensation Plan, $88,977-108,254, full-time with benefits, exempt class) be created with permission to fill effective January 27, 2022 at 12:01 A.M.

MONTHLY REPORTS

1. Audit Department Monthly Budget Report

RESULT:	COMPLETED

2. Treasurer Report January 2022

RESULT:	COMPLETED

3. Finance Department Reports

RESULT:	COMPLETED

4. Real Property Tax Services Monthly Reports

RESULT:	COMPLETED

Adjourn

Finance & Administration Committee

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

Committee Meeting

~ Minutes ~

Tuesday, December 7, 2021 **10:00 AM** **Board Room**

CALL TO ORDER

The meeting was called to order at 10:03 AM by Committee Chair, George Wagner

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Member	Present	
George Wagner	Cortland County, NY	Committee Chair,	Present	
Christopher Newell	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Committee Member	Present	
Richard Stock	Cortland County, NY	Committee Member	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Vice Chair	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Kevin Fitch	Cortland County, NY	Board Member	Present	
Paul Heider	Cortland County, NY	Chair, Legislature	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Present	
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present	
Laura Fox	Cortland County, NY	Real Property Tax Services	Present	
John Banewicz	Cortland County, NY	County Treasurer	Present	
Cathy Bischoff	Cortland County, NY	Board Member	Present	
Sharon MacDougall	Cortland County, NY	Director of Community Services	Present	
Kevin Conlon	Cortland Standard	Reporter	Present	

MINUTES

1. Finance & Administration Committee - Committee Meeting - Nov 9, 2021 10:00 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Richard Stock, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Member - Cortland County Convention and Visitors Bureau Board of Directors

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Appoint Member - Cortland County Convention and Visitors Bureau Board of Directors

WHEREAS, the Cortland County Convention and Visitors Bureau Board of Directors includes a seat designated for a County Legislator or designee, NOW THEREFORE BE IT

RESOLVED, that Savannah Hempstead, of 5 Cleveland Street, Cortland, New York 13045, be and hereby is appointed to said Board for a term expiring December 31, 2023.

AGENDA ITEM NO. 2 – Levying Water Charges - Town of Virgil - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	Sandra Price, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Levying Water Charges - Town of Virgil - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Virgil, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Virgil:

127.00-06-27.000	Universal Property Rentals LLC	$126.50
127.15-01-19.000	Marc P Stemerman	$125.35
127.15-01-30.000-9	Karin K Richardson	$360.00

127.15-01-31.000-5	Margaret D Stamp	$198.00
127.15-01-31.000-24	James S Sorbella	$60.00
127.15-01-31.000-25	James Sorbella	$65.14
127.15-01-31.000-38	Britney Funccius	$126.00
127.15-01-31.000-42	Unit 11C LLC	$126.00
127.15-01-31.000-56	Emmanuel Pothos	$360.00
TOTAL:		$1,546.99

Submitted to Cortland County Real Property Tax Services on 11/15/21 by Alane VanDonsel, Virgil Town Clerk.

AGENDA ITEM NO. 3 – Levying Sewer Charges - Town of Virgil - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Levying Sewer Charges - Town of Virgil - Real Property Tax Services

WHEREAS, a statement showing the unpaid sewer charges in the Town of Virgil, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of sewer charges due said Town of Virgil:

127.00-06-27.000	Universal Property Rentals LLC	$360.00
127.15-01-19.000	Marc P Stemerman	$240.25
127.15-01-30.000-9	Karin K Richardson	$690.00
127.15-01-31.000-5	Margaret D Stamp	$379.50
127.15-01-31.000-24	James S Sorbella	$214.40
127.15-01-31.000-25	James Sorbella	$292.36
127.15-01-31.000-38	Britney Funccius	$241.50
127.15-01-31.000-42	Unit 11C LLC	$241.50
127.15-01-31.000-56	Emmanuel Pothos	$690.00
TOTAL:		$3,349.51

Submitted to Cortland County Real Property Tax Services on 11/15/21 by Alane VanDonsel, Virgil Town Clerk.

AGENDA ITEM NO. 4 – Levying Water Charges - Town of Harford - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Levying Water Charges - Town of Harford - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Harford, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Harford:

172.05-01-17.112	Thomas R Poole	$275.50
172.05-01-32.000	Mathew Murray	$732.00
172.06-01-01.000	Edward F Monroe	$688.00
172.06-01-12.200	Chris E Tweedie	$1,243.85
TOTAL		$2,939.35

Submitted to Cortland County Real Property Tax Services on 10/15/21 by Jennifer Fox, Harford Town Clerk.

AGENDA ITEM NO. 5 – Levying Water Charges - Town of Cincinnatus - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Levying Water Charges - Town of Cincinnatus - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Cincinnatus, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, now therefore be it

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Cincinnatus:

112.00-03-05.000	Price, James D.	$134.95
112.20-01-08.000	Wood, Gene T.	$489.10
112.20-01-22.000	Morse, Ryan	$273.10
112.20-01-27.000	Wood, Gene	$47.78

113.17-01-04.000	Randall, Joseph	$257.10
113.17-02-02.000	Durney, Jayson	$197.10
113.17-02-04.000	Butler, Cathy	$273.10
113.17-02-16.000	Williams, James A.	$650.40
113.17-02-21.000	Harlow, Geoffrey	$197.10
122.00-03-10.000	Krulikowski, Mike	$98.55
122.08-01-04.000	Aldrich, William	$98.55
122.08-01-36.100	Larkin, Jeannette	$98.55
122.08-02-05.000	Hotaling, Zachary	$297.10
123.00-04-04.000	Eaton, Charles	$47.78
123.05-01-31.000	Novick, Donna	$197.10
123.05-01-52.000	Higgins Realty	$197.10
123.05-01-71.000	Ballard, Cindy	$197.10
123.05-01-73.000	Loomis Estate, Floyd	$47.78
123.13-01-08.200	Steacy,D, David	$311.32
123.13-01-09.000	Steacy,D, David	$183.32
123.13-01-10.000	Steacy,K, Kody	$209.10
123.13-01-24.000	Carter,L, Leslie J.	$197.10
123.13-01-25.000	Rice, Jay	$561.10
123.13-01-27.000	Olear, Elizabeth	$197.10
123.13-01-31.000	Moses, Jennifer J.	$273.10
123.13-01-33.000	Pothos, Emanuel	$668.66
123.13-01-41.000	Davis, Wendy	$213.10
123.13-01-42.000	Pittsley, Jedadiah	$405.10
123.13-01-43.000	Aldrich, Shiloh	$672.20
123.13-01-46.000	Lockwood, Damian	$98.55
132.00-01-11.100	Phillips, Heath	$261.10
112.20-01-04.000	Price, Danielle A.	$361.10
113.17-01-03.000	Smith, Ronald P.	$373.10
113.17-01-06.000	Golicki, Elizabeth	$153.95
113.17-01-12.000	Soule, Kenneth	$197.10
122.00-03-08.000	Fisher, Evelyn D.	$197.10
122.00-03-20.000	Kemak, Lisa	$197.10
122.00-03-25.000	Lieb, Joshua	$308.66
122.08-01-02.000	Staley, Vicki W.	$437.10
122.08-01-19.100	Moses, David	$301.10
122.12-01-03.200	Carter,L, Leslie	$197.10
122.12-01-11.000	Kemak, Lisa	$241.10
123.05-01-04.000	Mountain Village, LLC., Ann Wittmark	$1,110.80
123.05-01-07.000	Supley, Richard	$197.10
123.05-01-08.000	Rutan, Jessica	$197.10
123.05-01-17.000	Southern, Tess	$197.10
123.05-01-19.000	Pothos, Irene	$309.10
123.05-01-24.000	Treacy, Clyde	$305.10
123.05-01-25.000	Rathbun, Cheyenne	$197.10
123.05-01-53.000	Woodcock, Robert	$197.10
123.05-01-60.000	Dingman, Ronald	$197.10
123.05-01-64.000	Guinn, Phyllis	$197.10
123.05-01-65.000	McDonald, Amanda	$221.10
123.05-01-72.000	Ballard, Cindy	$533.10
123.13-01-01.000	Brown, Gordon	$197.10
123.13-01-32.000	Gallow, David	$257.10
123.13-01-36.000	Eaton, Charles	$207.90
Total		$15,535.70

Submitted to Cortland County Real Property Tax Services 11/17/2021 by Water Billing Dept.

AGENDA ITEM NO. 6 – Levy County Tax - City of Cortland - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Levy County Tax - City of Cortland - Real Property Tax Services

WHEREAS, the Cortland County Legislature adopted Resolution No. 331-21 on November 18, 2021 to accept the tentative 2022 County budget, AND

WHEREAS, the adopted 2022 budget includes a Real Property Tax Levy of $37,728,555.00, AND

WHEREAS, the apportionment of the 2022 Cortland County tax levy has been approved by the Cortland County Legislature, AND

WHEREAS, the Real Property Tax Director has assessed the City of Cortland's apportioned share of the County tax levy at eight million, three hundred fifty-six thousand, two hundred eighty two dollars and fourteen cents ($8,356,282.14), NOW THEREFORE BE IT

RESOLVED, that this Legislature directs the sum of eight million, three hundred fifty-six thousand, two hundred eighty two dollars and fourteen cents ($8,356,282.14) to be levied in the City of Cortland, Cortland County, for County purposes for the fiscal year beginning January 1, 2022 and that the Chairman and the Clerk of this Legislature certify this resolution to the Common Council of said City, pursuant to the Charter of said City.

AGENDA ITEM NO. 7 – Amend 2022 Budget to Reflect State Administered Non Property Tax (Sales Tax) to Reduce Real Property Tax Levy - Real Property Tax Services

RESULT:	**APPROVED [6 TO 1]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Stock, Waldbauer, Eccleston
NAYS:	Beau Harbin

ON MOTION OF WAGNER **RESOLUTION NO.**

Amend 2022 Budget to Reflect State Administered Non Property Tax (Sales Tax) to Reduce Real Property Tax Levy - Real Property Tax Services

WHEREAS, the following is a list of towns who have not filed to receive their share of the Sales Tax in cash and the estimated amount to be applied to reduce their share of the County Real Property Tax Levy for the fiscal year 2022, AND

WHEREAS, by Town of Cuyler resolution, $115,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Cuyler, AND

WHEREAS, by Town of Harford resolution, $70,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Harford, AND

WHEREAS, by Town of Lapeer resolution, $310,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Lapeer, AND

WHEREAS, by Town of Taylor resolution, $20,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Taylor, AND

WHEREAS, by Town of Truxton resolution, $90,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Truxton, AND

WHEREAS, by Town of Virgil resolution, $65,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Virgil, NOW THEREFORE BE IT

RESOLVED, that the 2022 adopted budget for the County of Cortland be and hereby is amended to increase the estimated revenue in Account A1001, Real Property Tax Revenue, and to reduce the County Tax Levy in the amount of $670,000.

AGENDA ITEM NO. 8 – Fix Date to Sign Warrant - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Fix Date to Sign Warrant - Real Property Tax Services

WHEREAS, pursuant to section 904 of the Real Property Tax Law of the State of New York the County Legislative body shall annex to or file with the assessment roll of each town a warrant, bearing the seal of the board and signed by the Chairman and Clerk thereof, authorizing and directing the collecting officer for each town to collect the amounts listed, NOW THEREFORE BE IT

RESOLVED, that the date for the annexing of the warrants to the rolls of the Towns for collection of taxes be and hereby is fixed as of December 31, 2021, and that said warrants so annexed be made returnable on or before the first day of June 2022, AND BE IT FURTHER

RESOLVED, that the Chairman and Clerk of the Cortland County Legislature are hereby authorized to sign said warrant on behalf of the County.

AGENDA ITEM NO. 9 – Authorize Agreement Image Mate Online - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Authorize Agreement Image Mate Online - Real Property Tax Services

WHEREAS, Resolution No. 253-07 authorized an agreement between the Cortland County Real Property Tax Services department and Systems Development Group, Inc. (SDG, Inc.) for the "Image Mate Online" software allowing access to real property tax information over the Internet, AND

WHEREAS, said agreement has expired, and the Cortland County Real Property Tax Services office wishes to continue to use the software and the County needs software support, AND

WHEREAS, SDG, Inc., is the sole provider of said software, 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 an agreement with SDG, Inc., for annual software support for the term beginning January 1, 2022, and ending December 31, 2022, to be paid out of Account #A13555-54015 (Maintenance Agreements) in the amount of $5,000.

AGENDA ITEM NO. 10 – Approve Apportionment of 2022 Cortland County Tax Levy - Real Property

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Approve Apportionment of 2022 Cortland County Tax Levy - Real Property

WHEREAS, the Report of the Finance and Administration Committee on the apportionment and tax rates for County taxes as submitted to this Legislature be received, filed and approved, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby approve the Final 2022 Apportionment report for the tax levy for the year 2022 as the foregoing amounts are the net amounts necessary to be raised in taxes:

2022 Apportionment - Tax Levy of **$37,728,555**

City/Town/Village:	**Net Tax Levy**	**Taxable Value**	**2022 Tax Rate (per $1,000)**
City of Cortland	8,356,282	531,756,049	15.714503
Cincinnatus	866,767	59,205,929	14.639873
Cortlandville, outside	9,263,223	563,822,491	16.429326
McGraw Village	411,507	25,556,535	16.101816
Homer Village	56,873	3,597,101	15.810751
Town Total	**9,731,603**	**592,976,127**	
Cuyler	674,726	48,240,472	13.986728
Freetown	593,949	38,238,033	15.532947
Harford	868,676	65,543,454	13.253430
Homer, outside	3,159,357	200,680,490	15.743219
Homer Village	2,190,229	145,675,147	15.035019
Town Total	**5,349,585**	**346,355,637**	
Lapeer	913,259	80,645,163	11.324414

Marathon, outside	937,661	59,842,237	15.668885
Marathon Village	473,887	32,418,676	14.617708
Town Total	**1,411,548**	**92,260,913**	
Preble	1,609,823	93,154,316	17.281247
Scott	955,182	58,229,107	16.403865
Solon	883,127	48,895,952	18.061360
Taylor	498,503	34,865,480	14.297897
Truxton	1,050,242	70,559,344	14.884518
Virgil	2,668,944	181,357,665	14.716468
Willet	768,124	46,101,762	16.661482
TOTALS:	37,200,341	2,388,385,403	
		Avg Tax Rate	15.796678

Discussion Items/Reports

1. Real Property Tax Services Monthly Reports

RESULT:	**COMPLETED**

2. Audit Department Monthly Budget Report

RESULT:	**COMPLETED**

3. County Auditor Quarterly Update

RESULT:	**COMPLETED**

4. December 2021 Finance Report

RESULT:	**COMPLETED**

5. Treasurer Report December 2021

RESULT:	**COMPLETED**

6. County Administrator Monthly Report

RESULT:	**COMPLETED**

CONSENT AGENDA - Items on the Consent Agenda have been endorsed by the various standing committees. Budget & Finance Committee Members may request any item be pulled from the consent agenda for further discussion and separate vote

Referred from Ag/Planning/Environmental Committee

AGENDA ITEM NO. 1 – Amend 2022 Budget to Add Additional Funding to the Soil and Water Conservation District

RESULT:	**APPROVED [4 TO 3]** **Next: 12/16/2021 6:00 PM**
MOVER:	Mitchel Eccleston, Vice Chair
SECONDER:	Richard Stock, Committee Member
AYES:	George Wagner, Beau Harbin, Richard Stock, Mitchel Eccleston
NAYS:	Sandra Price, Christopher Newell, Eugene Waldbauer

ON MOTION OF FITCH **RESOLUTION NO.**

Amend 2022 Budget to Add Additional Funding to the Soil and Water Conservation District

WHEREAS, the County Administrator (Budget Officer) presented the 2022 Tentative County Budget to the Cortland County Legislature on October 12, 2021, AND

WHEREAS, the Cortland County Legislature adopted the 2022 budget on November 18, 2021, AND

WHEREAS, the Legislature's Agricultural, Planning, and Environment Committee has recommended that the allocation for the Soil & Water Conservation District (SWCD) be increased by $15,000 in the 2022 budget, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the 2022 County Budget as follows:

DECREASE:

Contingency	A19905.54775	$15,000.00

INCREASE:

SWCD	A87105.54815	$15,000.00

AGENDA ITEM NO. 2 – Authorize 2022 Agreement with Cortland County Soil & Water District

RESULT:	**APPROVED [4 TO 3]** **Next: 12/16/2021 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	George Wagner, Beau Harbin, Richard Stock, Mitchel Eccleston
NAYS:	Sandra Price, Christopher Newell, Eugene Waldbauer

ON MOTION OF FITCH **RESOLUTION NO.**

Authorize 2022 Agreement with Cortland County Soil & Water District

WHEREAS, the 2022 Adopted Budget was amended to appropriate the sum of $180,000 to be paid to Cortland County Soil and Water Conservation District for the expense of maintaining said district and assisting the District in carrying out the provisions of the Soil Conservations Districts Law, AND

WHEREAS, at any time during 2022, the Chair of the Legislature may request the Directors of Cortland County Soil and Water Conservation District to submit a report in writing of a detailed statement of its work and transactions for the preceding year and for any other period of time requested, AND

WHEREAS, the Cortland County Legislature adopted the 2022 County budget which included appropriated funds for use by the Cortland County Soil and Water Conservation District (SWCD), NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to enter into a contract between the County of Cortland and the Cortland County Soil and Water Conservation District, AND BE IT FURTHER

RESOLVED, that the payment for said contract be made in quarterly payments in the amount of

$45,000, due within 15 days of approval of this resolution and on or before 4/1/22, 7/1/22 and 10/1/22 payable to Cortland County Soil and Water Conservation District to be used for the maintenance of said conservation district in carrying out the provisions of the Soil Conservation District Law.

AGENDA ITEM NO. 3 – Authorize 2022 Agreement with Cortland County SPCA for Animal Control and Animal Cruelty Investigation Services

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF FITCH **RESOLUTION NO.**

Authorize 2022 Agreement with Cortland County SPCA for Animal Control and Animal Cruelty Investigation Services

WHEREAS, the Cortland County Legislature adopted the 2022 County budget which included appropriated funds for use by the Cortland County Society for the Prevention of Cruelty to Animals (SPCA), NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to enter into a contract between the County of Cortland and the Cortland County Society for the Prevention of Cruelty to Animals, whereby in consideration of the sum of $45,000.36 paid by the County in quarterly payments on the dates before or on 3/31/22, 6/30/22, 9/30/22 and 12/31/22, the SPCA will provide during normal business hours, Monday through Friday, answering service to receive complaints regarding cruelty to animals, investigate all cases involving cruelty to animals and cooperate with appropriate law enforcement agencies in the prevention and prosecution of such cases, AND BE IT FURTHER

RESOLVED, that the County Treasurer is hereby authorized and directed to pay said Society the sum of $45,000.36 from Account Number A35105.54815 in accordance with the terms of said contract.

AGENDA ITEM NO. 4 – Authorize Cortland County to Provide Administrative Services - Community Development Block Grant Application: CARES Act Funding for the S.E.P.P. Group

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF FITCH **RESOLUTION NO.**

Authorize Cortland County to Provide Administrative Services - Community Development Block Grant Application: CARES Act Funding for the S.E.P.P. Group

WHEREAS, there is grant funding available through the New York State Office of Community Renewal through its Community Development Block Grant Program (CDBG) CARES Act, AND

WHEREAS, in order to be eligible for these funds municipalities must be the recipient of the funding, AND

WHEREAS, The S.E.P.P. Group is applying for funding for a housing expansion project, NOW THEREFORE BE IT

RESOLVED, that Cortland County will administer and be the recipient of the CDBG CARES ACT funding with a 5% administration fee of the total project, AND BE IT FURTHER

RESOLVED, that The S.E.P.P Group will be the sub-recipient of the CDBG CARES ACT funding and will submit all necessary documentation to the County prior to receiving any funding, AND BE IT FURTHER

RESOLVED, the Cortland County Legislature hereby authorizes the filing of a CDBG CARES Act grant application, AND BE IT FURTHER

RESOLVED, that all costs of this project will be paid by The S.E.P.P. Group and there will be no cost to the County, AND BE IT FURTHER

RESOLVED, the Legislature hereby directs the Clerk of the Legislature or designee to schedule the requisite public hearings as required for this grant application, AND BE IT FURTHER

RESOLVED, that the Legislature hereby authorizes the County Administrator and the Chair of the Legislature, subject to review by the County Attorney or designee to sign agreements pertaining to the receipt of the Community Development Block Grant Program (CDBG) CARES Act for The S.E.P.P. Group.

AGENDA ITEM NO. 5 – Authorize Application for Accelerated Transit Capital (ATC) Program Grant Funding 2021-2022

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF FITCH **RESOLUTION NO.**

Authorize Application for Accelerated Transit Capital (ATC) Program Grant Funding 2021-2022

WHEREAS, the New York State budget includes $20 million for the Accelerated Transit Capital (ATC) Program which provides $20 million in 100 percent reimbursed State capital funding for upstate public transportation to rehabilitate, restore and modernize public transit assets, AND

WHEREAS, the ATC funds may be used with a FTA eligible capital project that has a 10 year useful life span which includes vehicle rehabilitation and/or replacement, fleet enhancement, deployment of new technologies, passenger amenities and maintenance facilities but excludes transit studies, preventive maintenance or capital administration expenses, AND

WHEREAS, the amount of the ATC funding available to Cortland County for SFY 2021-2022 is $52,056, which is apportioned based on the share of Statewide Transportation Operating Assistance (STOA) program funds received in the prior State fiscal year, AND

WHEREAS, there is no required local match and therefore no cost to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney, is hereby authorized to act on behalf of the County of Cortland to sign the SFY 2021-2022 ATC Program Grant application, AND BE IT FURTHER

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee is authorized to act on behalf of the County of Cortland to sign the following:

1) Any and all agreements between the County of Cortland and any third party subcontractors necessary to complete the above named project; and

2) Any and all municipality/vendor contracts pursuant to the application and agreement which are necessary to complete the above named project.

AGENDA ITEM NO. 6 – Authorize Agreement Bus Shelter Christopher Communities - Planning Department

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF FITCH **RESOLUTION NO.**

Authorize Agreement Bus Shelter Christopher Communities - Planning Department

WHEREAS, Christopher Communities is requesting a bus shelter to be installed at one of their facilities in Cortland County, AND

WHEREAS, monies awarded from the Federal 5311 Capital Grant will be used for the purchase of the bus shelter and are in the 2021 budget line A56305.52015, AND

WHEREAS, the Cortland County Planning Department has solicited and received three written quotes as follows:

Company	Address	Quote
Handi-Hut	3 Grunwald St, Clifton, NJ 07013	$7,330
Brasco International, Inc.	32400 Industrial Drive, Madison Heights, MI 48071	$7,975
Columbia Equipment Co.	72 Albany Avenue, Freeport, NY 11520	$8,386.

, AND

WHEREAS, the lowest overall responsible quote for a bus shelter was from Handi-Hut, 3 Grunwald St., Clifton, NJ 07013, AND

WHEREAS, Cortland County will be reimbursed up to $9,999 for the purchase of this bus shelter, AND

WHEREAS, Christopher Communities has agreed to assume responsibility for the maintenance and liability of the bus shelter, including the clearing of snow, providing clear walkways for passengers and keeping it free of trash and graffiti, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval as to form by the County Attorney or designee, is hereby authorized to sign an agreement with Handi-Hut, 3 Grunwald St, Clifton, NJ 07013 for a bus shelter in the amount of $7,330.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 7 – Authorized Use of Jail Project Reserve for Boiler Replacements

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF PRICE **RESOLUTION NO.**

Authorized Use of Jail Project Reserve for Boiler Replacements

WHEREAS, the Cortland County Legislature adopted Resolution No. 313-15, which established the County Jail Project Reserve for the purpose of repair, construction, capital projects and other related expenditures for the County correctional facility, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 157-19 requiring all future uses of the reserve to be done through resolution, AND

WHEREAS, funds are required for the emergency replacement of the two boilers at the jail,

WHEREAS, the Jail Project Reserve balance at November 30, 2021 is $1,364,365.30,
NOW THEREFORE BE IT

RESOLVED, the Legislature approves the use of the Jail Project Reserve for the emergency replacement of two (2) boilers at the jail, AND BE IT FURTHER

RESOLVED, the 2021 budget is hereby amended as follows:

Increase: Account Number A31505.52320 Building Improvements $65,191

Increase: Account Number A359900 Appropriated Reserves $65,191

Referred from Health & Human Services

AGENDA ITEM NO. 8 – Authorize Agreement/Accept Funds Local Health Department COVID-19 Vaccine Response - Health Department

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF BISCHOFF **RESOLUTION NO.**

Authorize Agreement/Accept Funds Local Health Department COVID-19 Vaccine Response - Health Department

WHEREAS, the New York State Dept. of Health has awarded the Cortland County Health Department $176,662.14 for the COVID Vaccine Response Grant for the period of 01/01/21-06/30/24, Contract# C36925GG, AND

WHEREAS, these funds will be used to expand COVID-19 vaccine administration hours of operation, increase COVID-19 vaccine administration equity, and promote and increase the uptake of COVID-19 vaccine and other vaccines, and administer COVID-19 booster doses, AND

WHEREAS, Cortland County Health Department will contract with Cortland Area Communities that Care to assist in the deliverables of this grant, AND

WHEREAS, the 2021 Budget will need to be amended as follows:

Increase Revenue:		Current	Increase	Balance
A40115.43450.C19VR	C19 Vaxx Response	$0	$176,662.14	$176,662.14
Increase Expenditures:				
A40115.51005.C19VR	C19VR Personal Svc	$0	$86,702.20	$86,702.20
A40115.52015.C19VR	HD Equipment	$0	$10,000	$10,000
A40115.54048.C19VR	Prog Supplies	$0	$500	$500
A40115.54060.C19VR	Advertising	$0	$15,000	$15,000
A40115.54815.C19VR	Contracted Agency	$0	$9,160	$9,160
A40115.58020.C19VR	Retirement	$0	$12,138	$12,138
A40115.58030.C19VR	FICA	$0	$6,633	$6,633
A40115.58040.C19VR	Workers Comp	$0	$2,200	$2,200
A40115.58060.C19VR	Health Ins	$0	$34,328.94	$34,328.94
			$176,662.14	$176,662.14

, NOW THREFORE BE IT

RESOLVED, that the County Administrator and Public Health Director, upon review and approval by the County Attorney or designee, and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with New York State Department of Health to accept these funds, AND BE IT FURTHER

RESOLVED, that the Legislature authorizes the County Administrator and Public Health Director upon review and approval of the County Attorney or designee, to execute all required contracts and agreements to assist in the delivery of this grant, AND BE IT FURTHER

RESOLVED, 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.

AGENDA ITEM NO. 9 – Authorize 2021 Budget Amendment to Accept Grant Funds from NYS Office of Mental Health - Mental Health Department

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF BISCHOFF **RESOLUTION NO.**

Authorize 2021 Budget Amendment to Accept Grant Funds from NYS Office of Mental Health - Mental Health Department

WHEREAS, the New York State Office of Mental Health has awarded the Cortland County Mental Health Department a workforce grant intended for Mental Health workforce expenses in an amount not to exceed $40,000 for the period covering July 1, 2021 through Dec. 31, 2022, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, is hereby authorized and directed to sign an agreement to accept these funds, AND BE IT FURTHER

RESOLVED that the 2021 Cortland County Budget be amended as follows:

Increase:

Revenue:	
A431044.44490.4200	$40,000.00
Expense:	
A43105.51005.4200	$40,000.00

, AND BE IT FURTHER

RESOLVED, 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.

AGENDA ITEM NO. 10 – Authorize 2021 Budget Amendment/Authorize Agreement to Accept Funds from NYS Office of Mental Health Dwyer Veteran's Peer to Peer Funding for the Veteran's Services Department - Mental Health Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF BISCHOFF **RESOLUTION NO.**

Authorize 2021 Budget Amendment/Authorize Agreement to Accept Funds from NYS Office of Mental Health Dwyer Veteran's Peer to Peer Funding for the Veteran's Services Department - Mental Health Department

WHEREAS, The New York State Office of Mental Health has provided the Cortland County Mental Health Department with Dwyer Peer to Peer funding in an amount not to exceed $75,000 for Veterans who are experiencing post-traumatic stress symptoms, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized and directed to sign an agreement to accept these funds, AND BE IT FURTHER

RESOLVED that the 2021 Cortland County Budget be amended as follows:

Increase:

Revenue:
A431043.43490.4200 $75,000.00

Expense:
A43105.51005.4200 $75,000.00

AGENDA ITEM NO. 11 – Accept Funds Health Research, Inc. - Health Department

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF BISCHOFF **RESOLUTION NO.**

Accept Funds Health Research, Inc. - Health Department

WHEREAS, Resolution No. 248-21 gave the Cortland County Health Department permission to enter into a grant contract with Health Research, Inc. for funding the Public Health Emergency Preparedness Program, Contract No. 1596-15, CFDA #96.069, in the amount of $50,099 for the period of 7/1/21-6/30/22, AND

WHEREAS, additional funds of $2,000 have been awarded to the Cortland County Health Department through this grant, AND

WHEREAS, funds in the 2022 County Budget will need to be amended as follows:

Increase:		Current	Increase	Balance
A40105.44401.21BTE	2122 BTE Grant	$50,099	$2,000	$52,099
A40105.54048.21BTE	Program Supplies	$0	$2,000	$2,000
			$0	

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and Public Health Director, upon review and approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, is hereby authorized and directed to sign an agreement with Health Research, Inc. to accept these additional funds, AND BE IT FURTHER

RESOLVED, 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.

AGENDA ITEM NO. 12 – Create Position/Appropriate Funds Safe Harbour Coordinator - Department of Social Services (Child Advocacy Center Division)

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF BISCHOFF **RESOLUTION NO.**

Create Position/Appropriate Funds Safe Harbour Coordinator - Department of Social Services (Child Advocacy Center Division)

WHEREAS, Cortland County has been provided an allocation of $43,350 for the development and implementation of Safe Harbour programming for the calendar year 2022, AND

WHEREAS, New York State Office of Children and Family Services requires this money go through the Department of Social Services for planning and claiming purposes to support Cortland County in developing a system response to commercially sexually exploited children and trafficked at-risk youth, AND

WHEREAS, the Cortland County Child Advocacy Center ("CAC") is an entity aligned with and able to implement a Safe Harbour Program, AND

WHEREAS, the Department of Social Services-CAC Division needs to create one (1) part-time Safe Harbour Coordinator position, AND

WHEREAS, the Health and Human Services Committee recommends the creation of this position, NOW THEREFORE, BE IT

RESOLVED, that one (1) position of Safe Harbour Coordinator (CSEA, Grade 13, $20.2732-25.5331/HR (2022 Rate), competitive class, part-time 17 hours per week, (no benefits) in the Department of Social Services-CAC Division be created effective January 1, 2022 at 12:01 A.M., with approval to fill, AND

RESOLVED, that funds be appropriated in the 2022 County Budget as follows:

A40505.51010 SF	Personnel	$17,921.51
A40505.54000 SF	I/D Phones	$132.00
A40505.54001 SF	Copies	$1,000.00
A40505.54035 SF	Training & Staff Dev	$800.00
A40505.54055 SF	Contract-Campaign	$11,000.00
A40505.54800 SF	Program Supplies	$7,621.48
A40505.58020 SF	Retirement	$2,509.00
A40505.58030 SF	FICA	$1,371.01
A40505.58040 SF	Worker's Comp	$995.00
TOTAL Expense		**$43,350.00**
A40505.43489 SF Revenue		**$43,350.00**

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 13 – Amend 2021 Budget for Contracted Medical Services - County Coroner

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF PRICE **RESOLUTION NO.**

Amend 2021 Budget for Contracted Medical Services - County Coroner

WHEREAS, the Coroner's office has nearly exceeded budgeted funds in the 2021 budget due to additional professional service and transportation costs associated with the removal and autopsy of decedent's, NOW THEREFORE BE IT

RESOLVED, that the 2021 County Budget be amended as follows:

Increase:

A11855.54615	Contracted Medical Svcs	$35,000.00

Decrease:

A359900	Appropriated Fund Balance	$35,000.00

Referred from Highway Committee

AGENDA ITEM NO. 14 – Award Supplemental Agreement No. 2 Engineering Construction Inspection Services for North Tower Road Large Culvert (CIN 502-0784-59.00) Replacement Project - Highway Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF NEWELL **RESOLUTION NO.**

Award Supplemental Agreement No. 2 Engineering Construction Inspection Services for North Tower Road Large Culvert (CIN 502-0784-59.00) Replacement Project - Highway Department

WHEREAS, Cortland County has been awarded $879,968 in State funding under the BRIDGE-NY Program to design and construct the replacement of the North Tower Road Large Culvert, AND

WHEREAS, the Cortland County Legislature has accepted the State funding for said project by Resolution No. 7-19, AND

WHEREAS, the Highway Department solicited and received proposals from firms interested in providing design services for said project, AND

WHEREAS, the Highway Committee appointed a Selection Committee to review said proposals, and make a recommendation to the Highway Committee of a firm that would best provide Professional Engineering Services, AND

WHEREAS, the Highway Committee recommends that C & S Companies of 499 Col. Eileen Collins Blvd., Syracuse, NY 13212 provide Professional Engineering Services to the Cortland County Highway Department, AND

WHEREAS, the amount of the Construction Inspection for said services was $42,000.00, AND

WHEREAS, there is a need for additional Construction Administration and Inspection Services for in-plant precast concrete inspection that was not included in the original agreement for an amount of $14,000.00, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves Supplemental Agreement No. 2 with C & S Companies for Professional Engineering Services to the Cortland County Highway Department for an additional amount not to exceed $14,000.00, AND BE IT FURTHER

RESOLVED, that the Chairman of the Cortland County Legislature, upon review and approval as to form by the County Attorney or designee, is hereby authorized to execute said contract agreement with for Professional Engineering Services for the Construction Inspection for the North Tower Road Large Culvert Replacement, AND BE IT FURTHER

RESOLVED, that the 2021 Capital Budget be modified as follows:

Increase:

HH512243.43597.NTLC	State Revenue	$14,000.00
HH51225.52800.NTLC	Infrastructure	$14,000.00

AGENDA ITEM NO. 15 – Sublease of Cortland County Agricultural Corporation Building to Suit-Kote Corporation - Highway Department

RESULT:	**APPROVED [6 TO 1]** **Next: 12/16/2021 6:00 PM**
MOVER:	Sandra Price, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Stock, Waldbauer, Eccleston
NAYS:	Beau Harbin

ON MOTION OF NEWELL **RESOLUTION NO.**

Sublease of Cortland County Agricultural Corporation Building to Suit-Kote Corporation - Highway Department

WHEREAS, the County of Cortland has a lease agreement with the Cortland County Agricultural Corporation for storing Highway Equipment in the fairgrounds building from October 15, 2021 through May 8, 2022 (Resolution No.227-21, Agreement No. 206-21), AND

WHEREAS, the costs to the County for said lease agreement is $2,650.00 for the term of the agreement, AND

WHEREAS, half of the fairgrounds building is available for Suit-Kote Corporation to utilize for storing equipment, AND

WHEREAS, Suit-Kote Corporation is willing to pay half of the costs of said lease which amounts to $1,325.00, AND

WHEREAS, the County of Cortland is agreeable to sublease half of said building to Suit-Kote under the same terms that the Cortland County Highway Department has with the Cortland County Agricultural Corporation during the winter season, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized and directed to execute a sublease agreement for the 2021-2022 winter season starting October 15, 2021 and ending May 8, 2022 with Suit-Kote Corporation, 1911 Loring Crossing Road, Cortland, NY 13045 for an amount of $1,325.00.

Referred from Government Operations Committee

AGENDA ITEM NO. 16 – Amend Resolution 212-20 Standard Workday Reporting for Elected and Appointed Officials

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	George Wagner, Committee Chair,
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WILSON **RESOLUTION NO.**

Amend Resolution 212-20 Standard Workday Reporting for Elected and Appointed Officials

WHEREAS, the New York State Comptroller is authorized by Sections 34 and 334 of the Retirement and Social Security Law to adopt rules and regulations for reporting the service and salary information for all employees of participating employers in the New York State and Local Employees' Retirement System ("Retirement System"), AND

WHEREAS, Cortland County is a participating employer in the Retirement System, AND

WHEREAS, the New York State Comptroller has promulgated Regulation 315.4 which imposes certain reporting requirements for elected and appointed officials of participating employers, and requires the governing board of each participating employer to adopt a resolution establishing a standard work day for each elected or appointed official, AND

WHEREAS, among the requirements for employers are a more detailed description of a Standard Work Day along with a Legislative resolution establishing and reporting such Standard Work Day, public posting of the Resolution, and submission of the Resolution to the New York State Retirement System, AND

WHEREAS, pursuant to Regulation 315.4, in the event that elected or appointed officials do not participate in an employer's time keeping system, they are required to keep a record of activities (ROA) for a three month period and submit it to the clerk of the governing board within 180 days of taking office, AND

WHEREAS, each of the elected or appointed officials listed in this resolution have kept records of their actual time (ROA) worked in their current position for the required ninety days or taken part in the Cortland County time keeping system, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 212-20 on June 25, 2020, AND

WHEREAS, changes in the calculation of the standard workday have impacted the previously adopted in Resolution No. 212-20, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby establishes the following as Standard Work Days for these elected and appointed officials who are not covered by a collective bargaining agreement, and will report the following days worked to the New York State and Local Employees' Retirement System based on the established time keeping system or the record of activities (ROA) maintained and submitted to the Clerk of the Legislature:

Name (First	Social	NYSLRS	Title	Current Term Begin	Standard Work	Record of	Not	Pay	Tier 1

and Last)	Security Number (Last 4 digits)	ID		& End Dates (mm/dd/yy-mm/dd/yy)	Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Activities Result*	Submitted	Frequency	
Elected Officials:									
Susan Wilson			Legislator	1/1//20-12/31/23	7	3.34 3.09/4.63		Biweekly	
Kevin Fitch			Legislator	1/1//20-12/31/23	7	1.68 1.56/2.33		Biweekly	
John Banewicz			County Treasurer	1/1//20-12/31/23	7	17.63 16.28/24.42		Biweekly	

I, Savannah M. Hempstead, clerk of the governing board of Cortland County, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 16 day of December, 2021 on file as part of the minutes of such meeting, and that same is true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the County of Cortland on this ___ day of __, 2021.
_____________________.

Affidavit of Posting: I, Savannah M. Hempstead, being duly sworn, deposes and says that the posting of the Resolution began on December 17, 2021 and continued for at least 30 days. That the Resolution was available to the public on the:

Employer's website at www.cortland-co.org
Official sign board at 60 Central Avenue, Cortland NY 13045
Main entrance secretary or clerk's office at 60 Central Avenue, Cortland NY 13045, Room 306

Adjourn

Finance & Administration Committee

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

Special Meeting

~ Minutes ~

Wednesday, December 15, 2021 **10:00 AM** **Board Room**

Call to Order

The meeting was called to order at 10:00 AM by Committee Chair, George Wagner

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Member	Present	
George Wagner	Cortland County, NY	Committee Chair,	Present	
Christopher Newell	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Committee Member	Present	
Richard Stock	Cortland County, NY	Committee Member	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Excused	
Mitchel Eccleston	Cortland County, NY	Vice Chair	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Laura Fox	Cortland County, NY	Director, Real Property Tax Services	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Cathy Bischoff	Cortland County, NY	Board Member	Present	
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Remote	
Sharon MacDougall	Cortland County, NY	Director of Community Services	Remote	
Valerie Puma	Cortland Standard	Reporter	Remote	

Resolutions

AGENDA ITEM NO. 1 – Levying Water Charges - Town of Cortlandville - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Eugene Waldbauer

ON MOTION OF WAGNER **RESOLUTION NO.**

Levying Water Charges - Town of Cortlandville - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Cortlandville:

76.00-06-11.000	Zoya Mayo	$440.88
76.00-07-03.000	Arthur Bell	$177.09
76.00-07-04.100	Arthur C Bell	$105.84
76.00-07-04.200	Arthur C Bell	$105.84
76.14-01-28.000	Paul F Quinlan	$60.87
76.14-01-48.000	Duane T Smith	$284.02
76.15-01-12.000	Theodore P McBride	$382.23
76.18-01-31.000	Stacy L Crandall-Jones	$445.98
76.19-01-05.000	Jeffrey C Carley	$99.31
76.19-01-19.110	Shannon M Snyder	$265.48
76.19-01-22.000	Christine Poppe	$254.19
76.19-01-30.100-2	Cortland Co Ag Corp	$3,409.97
76.19-01-40.000	Wendy Bergman	$184.42
85.11-01-04.100	Ronald F Lader	$105.84
85.15-01-09.000	David M Winter	$521.32
85.16-01-30.000	John F McGrath	$75.97
85.19-01-04.000	Daniel R VanDusen	$180.37
85.19-01-05.000	Justin G Naylor	$420.53
85.20-01-01.000	Melissa K Martin	$214.36
86.09-01-12.000	John K Linn	$153.52
86.09-01-46.000	Paul W Allen	$105.84
86.09-04-04.000	Cayuga Med Center at Ithaca	$41.11
86.09-04-05.000	J Lee Ambrose	$581.39
86.13-01-10.000	Robert Phelps	$175.68
86.13-01-44.000	Benjamin M Locke	$121.84
86.13-01-55.121	281Groton Corp	$105.84
87.13-01-34.000	Wyatt Malchak	$248.35
95.00-05-13.000	Pall Corporation	$120.00
95.07-02-09.000	William Jones	$271.32
95.11-01-24.000	Gerald V Ruggiero	$105.84
95.11-01-28.000	Gregory L Hall	$165.69
95.11-03-02.000	Stephen C Strauf	$56.05
95.11-05-04.000	Brian D Withey	$298.96
95.12-01-07.000	Pall Corporation	$170.00
95.12-01-08.000	Bruench Incorporated	$1,609.21
95.14-01-10.000	Benjamin Baum	$189.61
95.16-01-40.000	Rebecca J Corp	$299.02
95.16-01-65.000	Ngoc T Nguyen	$100.57
95.16-01-75.000	Gary W James	$64.68
95.16-02-09.000	Rahmon Daily	$214.75
96.00-03-04.000	Frederick M Little	$105.84
96.00-12-03.000	Scott J McKinney	$315.50
96.05-01-13.000	Audrey Jones	$143.23

96.05-01-32.000	Dustin Harrington	$92.77
96.06-01-18.000	Anthony T Rosato	$103.82
96.06-01-30.000	J Robert Messinger	$203.29
96.06-01-37.000	Dean Sturdevant	$105.84
96.06-01-39.000	Coffee Grounds LLC	$38.74
96.06-02-14.000	Kimberly A Cook	$551.20
96.06-02-15.000	Courtney Shute	$279.91
96.06-02-20.000	John H Hutchinson	$105.84
96.08-01-01.000	John Chierchio	$210.62
96.09-01-24.000	Bethany A Cutler	$164.50
96.09-01-70.000	Charles J Wing	$105.84
96.09-02-02.000	Michael W Chernago	$49.05
96.09-02-06.000	DAK Property Management LLC	$453.63
96.09-02-08.000	Thomas Keane	$142.31
96.09-02-18.000	Leon A Moore	$137.54
96.09-02-30.000	Richard O'Dell	$105.84
96.09-04-06.000	Leon W Stewart	$163.84
96.09-04-10.000	Cortland MHP Associates Inc	$17,573.75
96.10-01-25.000	Kevin Pristash	$280.74
96.10-02-06.000	Michael T Dintino	$54.82
96.10-02-11.000	Michael J Mershon	$328.17
96.10-02-42.000	Carl E Ryder	$119.99
96.36-01-07.000	Dorene Eaton	$101.85
105.08-01-13.000	Timothy C Burk	$242.67
105.08-02-33.000	Andrew A Starinsky	$147.30
105.08-02-35.000	Scott C Hopko	$159.93
106.05-01-06.000	Babla S Bogam	$51.32
TOTAL:		$35,573.47

Submitted to Cortland County RPTS 12/6/21 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

AGENDA ITEM NO. 2 – Levying Sewer Charges - Town of Cortlandville - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Mitchel Eccleston, Vice Chair
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Eugene Waldbauer

ON MOTION OF WAGNER **RESOLUTION NO.**

Levying Sewer Charges - Town of Cortlandville - Real Property Tax Services

WHEREAS, a statement showing the unpaid sewer charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT,

RESOLVED, that the unpaid sewer charges be re-levied and collected from the real property indicated below:

76.00-06-11.000	Zoya Mayo	$579.72
76.14-01-28.000	Paul F Quinlan	$89.66
76.14-01-48.000	Duane T Smith	$376.51
76.15-01-12.000	Theodore P McBride	$499.80
76.18-01-31.000	Stacy L Crandall-Jones	$586.66
76.19-01-05.000	Jeffrey C Carley	$119.56
76.19-01-19.110	Shannon M Snyder	$346.00
76.19-01-22.000	Christine Poppe	$325.38
76.19-01-30.100-2	Cortland Co Ag Corp	$5,184.75
76.19-01-40.000	Wendy Bergman	$230.30
85.11-01-04.100	Ronald F Lader	$123.20
85.15-01-09.000	David M Winter	$689.32
85.16-01-30.000	John F McGrath	$98.26
85.19-01-04.000	Daniel R VanDusen	$224.75
85.20-01-01.000	Melissa K Martin	$271.08
85.20-01-26.000	Jose Rolon Davila	$95.96
85.20-01-33.000	Christopher Cummins	$201.90
86.09-01-12.000	John K Linn	$198.67
86.09-04-04.000	Cayuga Med Center at Ithaca	$50.75
86.09-04-05.000	J Lee Ambrose	$786.92
86.13-01-10.000	Robert Phelps	$218.38
86.13-01-44.000	Benjamin M Locke	$155.53
86.13-01-55.121	281 Groton Corp	$123.20
87.04-01-12.000	Vasilios Pothos	$194.43
95.00-05-13.000	Pall Corporation	$6,436.32
95.11-03-02.000	Stephen C Strauf	$65.87
95.12-01-07.000	Pall Corporation	$5,852.55
95.12-01-08.000	Bruench Incorporated	$2,176.86
95.14-01-10.000	Benjamin Baum	$237.37
95.16-01-40.000	Rebecca J Corp	$386.45
95.16-01-65.000	Ngoc T Nguyen	$131.78
95.16-01-75.000	Gary W James	$82.87
95.16-02-09.000	Rahmon Daily	$271.63
96.05-01-13.000	Audrey Jones	$174.16
96.06-01-18.000	Anthony T Rosato	$136.21
96.06-01-30.000	J Robert Messinger	$256.01
96.06-01-37.000	Dean Sturdevant	$123.20
96.06-01-39.000	Coffee Grounds LLC	$47.54
96.06-02-14.000	Kimberly A Cook	$730.05
96.06-02-15.000	Courtney A Shute	$360.41
96.06-02-20.000	John H Hutchinson	$123.20
96.08-01-01.000	John Chierchio	$260.72
96.09-01-24.000	Bethany A Cutler	$249.86
96.09-01-70.000	Charles J Wing	$123.20
96.09-02-02.000	Michael W Chernago	$28.00
96.09-02-06.000	DAK Property Management LLC	$607.59
96.09-02-08.000	Thomas Keane	$172.91
96.09-02-18.000	Leon A Moore	$166.42
96.09-02-30.000	Richard O'Dell	$123.20
96.09-04-06.000	Leon W Stewart	$202.27
96.09-04-10.000	Cortland MHP Associates Inc	$26,505.50
96.10-01-25.000	Kevin Pristash	$361.55
96.10-02-06.000	Michael T Dintino	$64.19
96.10-02-11.000	Michael J Mershon	$426.13
96.10-02-42.000	Carl E Ryder	$142.49

96.36-01-07.000	Dorene Eaton	$123.05
97.02-01-02.000	Robert L Knecht	$77.67
105.08-02-33.000	Andrew A Starinsky	$190.21
105.08-02-35.000	Scott C Hopko	$207.40
106.05-01-06.000	Babla S Bogam	$64.67
TOTAL:		$59,460.20

Submitted to Cortland County RPTS 12/7/21 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

AGENDA ITEM NO. 3 – Levying Sewer Charges - Town of Cuyler - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Eugene Waldbauer

ON MOTION OF WAGNER **RESOLUTION NO.**

Levying Sewer Charges - Town of Cuyler - Real Property Tax Services

WHEREAS, a statement showing the unpaid sewer charges in the Town of Cuyler, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of sewer charges due said Town of Cuyler:

31.02-02-09.000	James Marshall	$296.80
31.02-02-22.000	Daniel N Southwick	$296.80
31.02-02-27.000	Mandy M Morgan	$296.80
31.02-02-28.000	Greg W Richey	$296.80
31.02-02-45.000	Chad Aldrich	$296.80
31.02-02-47.000	Jennifer Sue Dorman	$420.00
TOTAL:		$1,904.00

Submitted to Cortland County Real Property Tax Services on 12/3/21 by Wendy Custer, Cuyler Town Clerk.

AGENDA ITEM NO. 4 – Levying Water Charges - Town of Scott - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Mitchel Eccleston, Vice Chair
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Eugene Waldbauer

ON MOTION OF WAGNER **RESOLUTION NO.**

Levying Water Charges - Town of Scott - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Scott, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Scott:

Chad A. Parker	35.03-01-03.000	$474.00
Brian M. Moriarty	35.03-01-06.000	$94.00
Tyler West	35.03-01-09.000	$408.00
Terry L. Vanliew	35.03-01-13.000	$489.00
Stacy Klotz	35.03-01-14.000	$220.00
Daniel S. Platt	35.03-01-15.000	$220.00
Ronald P. Comerford	35.03-01-17.000	$88.00
Lonny B. Riehlman	35.03-01-18.000	$88.00
Nancy Estep	35.03-01-24.000	$121.00
Henry McCoy	35.03-01-25.000	$124.00
Matthew J. Klemm	35.03-01-31.000	$100.00
Connal M. Carr	35.03-01-39.000	$507.00
Dustin R. Card	35.03-01-41.000	$163.00
Quentin Bartholomew	35.03-01-55.000	$88.00
TOTAL:		$3,184.00

Submitted to Cortland County Real Property Tax Service on 12/13/21 by Tamara Congdon, Scott Town Clerk.

AGENDA ITEM NO. 5 – Levy Town General and Highway Taxes - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	Richard Stock, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Eugene Waldbauer

ON MOTION OF WAGNER **RESOLUTION NO.**

Levy Town General and Highway Taxes - Real Property Tax Services

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the several towns of the County of Cortland for the fiscal year beginning January 1, 2022 NOW THEREFORE BE IT

RESOLVED, that there shall be and hereby is assessed and levied upon and collected from the taxable real property in the following named towns, outside of any incorporated villages, wholly or partially located therein, the amounts indicated below for the General and Highway items as specified in the budgets of the respective towns as follows:

	General	Highway
Town of Cortlandville . . . . outside village -	$ -0-	$547,729
Town of Homer . . . . outside village -	$ -0-	

, AND BE IT FURTHER

RESOLVED, that the several amounts raised by tax for all other purposes as specified in the several budgets as presented to this Legislature and which are on file in the Office of Real Property Tax Services, shall be and hereby are assessed and levied upon and collected from all taxable property in the towns as enumerated below, except as otherwise provided by law, namely:

Town	Highway Fund
Cincinnatus	$100,183.00
Cuyler	$217,864.00
Freetown	$261,300.00
Harford	$259,425.00
Homer	$236,188.00
Lapeer	$271,350.00
Marathon	$117,629.20
Preble	$116,202.00
Scott	$191,100.00
Solon	$301,080.00
Taylor	$132,800.00
Truxton	$253,800.00
Virgil	$334,238.00
Willet	$142,337.00

, AND BE IT FURTHER

RESOLVED, that the amounts to be raised for the General Fund and Debt Service Fund purposes as specified in the several budgets presented to this Legislature and which are on file in the Office of Real Property Tax Services hereof, shall and hereby are assessed and levied upon and collected from all taxable property in the towns as enumerated below except as otherwise provided by law, namely,

Town	General Fund
Cincinnatus	$ -0-
Cortlandville - townwide	$1,531,938.00
Cuyler	$161,100.00
Freetown	$ -0-
Harford	$100,065.00
Homer	$219,438.00
Lapeer	$171,204.00
Marathon	$262,714.00
Preble	$ 32,250.00
Scott	$ -0-
Solon	$ -0-
Taylor	$111,090.00
Truxton	$161,810.00
Virgil	$201,612.00
Willet	$ 70,519.00

, AND BE IT FURTHER

RESOLVED, that such taxes and assessments when collected shall be paid to the Supervisors of the several towns in the amounts as shown by this resolution for distribution by them in the manner provided by law.

AGENDA ITEM NO. 6 – Levy Town Special District Taxes - Real Property Tax Services

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Eugene Waldbauer

ON MOTION OF WAGNER **RESOLUTION NO.**

Levy Town Special District Taxes - Real Property Tax Services

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the several towns of the County of Cortland which includes special district taxes for the fiscal year beginning January 1, 2022, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied upon and collected from the real property liable therefore within the respective fire protection, fire and lighting districts in the towns as indicated below, as specified in their respective annual budgets for the year 2022:

Town	Fire Tax	Light Tax
Cincinnatus	$104,318.10	$11,528
Cortlandville - townwide	$843,500.00	
Cuyler	$ 79,724.00	
Freetown:		
Cincinnatus Fire	$ 7,483.52	
Marathon Fire	$26,854.22	
McGraw Fire	$ 7,400.00	
Harford	$112,403.00	
Homer	$213,813.07	
Lapeer	$ 92,755.14	
Marathon	$107,960.64	
Preble	$101,000.00	
Scott	$ 61,894.50	
Solon	$ 22,000.00	
Taylor	$ 39,434.15	
Truxton	$ 82,571.00	
Virgil	$258,700.00	
Willet	$ 46,446.00	

, AND BE IT FURTHER

RESOLVED, that such taxes and assessments, when collected, shall be paid to the Supervisors of the several towns in the amount as shown by this resolution for distribution by them in the manner provided by law.

AGENDA ITEM NO. 7 – Delegating Authority to the Manager of Audit and Financial Projects to Approve Payment of Real Property Tax Errors and Omissions Less Than $2500 through December 31, 2022

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 12/16/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Eugene Waldbauer

ON MOTION OF WAGNER **RESOLUTION NO.**

Delegating Authority to the Manager of Audit and Financial Projects to Approve Payment of Real Property Tax Errors and Omissions Less Than $2500 through December 31, 2022

WHEREAS, Section 554 of the New York State Real Property Tax Law provides a mechanism for the correction of errors on Real Property Tax Rolls by the County Legislature based upon the recommendation of the Cortland County Director of Real Property Tax Services Agency pursuant to an application by an entitled person in cases involving clerical errors, unlawful entries or certain errors in essential fact, AND

WHEREAS, Section 554 of the New York State Real Property Tax Law authorizes the County Legislature to delegate to the Manager of Audit and Financial Projects the authority to approve such corrections in cases where the correction sought does not exceed twenty-five hundred dollars ($2,500), AND

WHEREAS, Section 556 of the New York State Real Property Tax Law provides a mechanism for the refunding of certain real property taxes by the County Legislature based upon the recommendation of the Cortland County Director of Real Property Tax Services Agency pursuant to an application by a taxpayer in cases involving clerical errors, unlawful entries upon the assessment rolls and certain errors in essential fact, AND

WHEREAS, said Section 556 of the Real Property Tax Law was amended to authorize the County Legislature to delegate to the Manager of Audit and Financial Projects the authority to approve such refunds in cases where the refund sought does not exceed twenty-five hundred dollars ($2,500), AND

WHEREAS, both sections also provide that the Manager of Audit and Financial Projects will report to the County Legislature, on a monthly basis, those refund applications which have been approved during the previous month and further provides that all applications which have been denied by the Director, in whole or in part, shall be forwarded to the County Legislature for disposition, NOW THEREFORE BE IT

RESOLVED, that pursuant to Sections 554 and 556 of the Real Property Tax Law, the County Legislature does hereby delegate to the Manager of Audit and Financial Projects the authority to approve corrections to the Real Property Tax Rolls and approve certain refunds of real property taxes as outlined in said Sections 554 and 556 of the Real Property Tax Law, in cases where the refund sought does not exceed the amount of twenty-five hundred dollars ($2,500), AND BE IT FURTHER

RESOLVED, that pursuant to section 554 and 556 of the New York State Real Property Tax Law that the Manager of Audit and Financial Projects shall provide a report on or before the 15th day of each month indicating the name of each recipient, location of the property and the amount of the correction and the amount of the refund or credit, AND BE IT FURTHER

RESOLVED, that this delegation of authority shall remain in effect through December 31, 2022.

AGENDA ITEM NO. 8 – Authorize Allocation of American Rescue Plan Funds to Cortland County Mental Health Department for Youth Behavioral Health Treatment Support

RESULT:	**APPROVED [UNANIMOUS]** **Next: 12/16/2021 6:00 PM**
MOVER:	Mitchel Eccleston, Vice Chair
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Eugene Waldbauer

ON MOTION OF WAGNER **RESOLUTION NO.**

Authorize Allocation of American Rescue Plan Funds to Cortland County Mental Health Department for Youth Behavioral Health Treatment Support

WHEREAS, the Federal American Rescue Plan has allocated over $9,000,000 to Cortland County, AND

WHEREAS, the Cortland County Mental Health Department put forward a request for funding to the Cortland County Federal Aid Allocation Citizen's Advisory Committee for $100,000 for youth behavioral health treatment support provided by the Cortland County provider community, AND

WHEREAS, it is the recommendation of the Federal Aid Allocation Citizen's Advisory Committee to authorize the use of Federal American Rescue Plan Funds for $100,000 for youth behavioral health treatment support provided by the Cortland County provider community, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes $100,000 of the Federal American Rescue Plan Funding be allocated to the Cortland County Mental Health Department for youth behavioral health treatment support provided by the Cortland County provider community, AND BE IT FURTHER

RESOLVED, that the Director of Finance, upon approval of the County Administrator, be and hereby is authorized to transfer funds to the Cortland County Mental Health Department for $100,000 for youth behavioral health treatment support provided by the Cortland County provider community, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Cortland County Mental Health Department and other authorized agencies in the provider community for said purposes.

Adjournment

The meeting was closed at 10:16 AM.

AGREEMENT

THIS AGREEMENT, entered into this   day of January, 2022, by and between the **COUNTY OF CORTLAND,** New York, (the "COUNTY"), a municipal corporation organized and existing under the laws of the State of New York with offices at 60 Central Avenue, Cortland, New York 13045, and **Marathon Snowdusters, Inc**, (the "CONTRACTOR"), with offices located at 1271 Quail Hill Road, Marathon, New York 13803.

WITNESSETH, that the COUNTY and the CONTRACTOR, for the consideration hereafter named, agree as follows:

ARTICLE 1. WORK TO BE DONE AND CONSIDERATION THEREFORE

The CONTRACTOR shall furnish snowmobile trail maintenance and grooming of existing or approved new trails throughout Cortland County in return for which the COUNTY, as the local sponsor, will reimburse CONTRACTOR for funding up to the amount approved for distribution to the CONTRACTOR by COUNTY based on approved, eligible expense documentation up to the limit of their portion of the grant award.

ARTICLE 2. TERM

The CONTRACTOR agrees to perform the services and/or supply goods beginning April 1, 2021 and ending March 31, 2022.

ARTICLE 3. ACCEPTANCE AND FINAL PAYMENT

The COUNTY will reimburse CONTRACTOR an advance payment of seventy percent (70%) of the funding amount approved to the CONTRACTOR by the Cortland County Legislature by resolution setting forth the allocation based upon estimated miles of trail groomed, within thirty days of receipt of the initial seventy percent (70%) payment to the COUNTY from the NYS Office of Parks, Recreation and Historic Preservation.

The CONTRACTOR will submit complete documentation verifying the CONTRACTOR'S expenditures to satisfy the requirements of the grant and the COUNTY shall then release available funds to the CONTRACTOR based upon eligible expenses, up to the CONTRACTOR'S awarded amount, within thirty days of receipt of the thirty percent (30%) payment to the COUNTY from the NYS Office of Parks, Recreation and Historic Preservation.

ARTICLE 4. ADMINISTRATION FEE

The CONTRACTOR understands that the COUNTY is allowed to include up to 10% of the final award amount for the labors hours associated with completing administrative requirements. The COUNTY must complete the

Appendix C Claim for Administrative Expenses and attach to an entry in the standard payment section of miscellaneous Attachment G form in the Automated Trail Grant Program which is submitted to the Snowmobile Unit at the New York State Department of Parks, Recreation and Historic Preservation for payment.

ARTICLE 5. CONTRACTOR'S INSURANCE

A.1 The CONTRACTOR shall not commence work under this Contract until he/she/it has obtained all insurance required under this paragraph and the COUNTY has approved such insurance. The COUNTY requires the following insurance coverage and amounts:

(i) Comprehensive General Liability, including personal injury coverage of $1,000,000.00 per occurrence and $2,000,000.00 in the aggregate and property damage coverage in the amount of $500,000.00 per occurrence and $1,000,000.00 in the aggregate.

(ii) Automobile coverage with a combined single limit of $1,000,000.00.

(iii) Statutory Workers' Compensation, Disability Coverage, and Unemployment Insurance.

(iv) Professional Liability Insurance in the amount of $1,000,000.00 where applicable.

(v) Specialty Insurance as noted below:

(a) Not Applicable if checked ☐

(b) Type: ______________________ Coverage Limit __________________

A.2 Such policies are to be in the broadest form available on usual commercial terms and shall be written by insurers of recognized financial standing satisfactory to the COUNTY and who have been fully informed as to the nature of the services to be performed. Except for Worker's Compensation and professional liability, the COUNTY shall be an additional insured on all such policies with the understanding that any obligations imposed upon the insured (including without limitation, the liability to pay premiums) shall be the sole obligations of the CONTRACTOR and not those of the COUNTY. The CONTRACTOR irrevocably waives all claims against the COUNTY for all losses, damages, claims or expenses resulting from risks commercially insurable under the insurance described in this paragraph. The provision of insurance by the CONTRACTOR shall not in any way limit the CONTRACTOR'S liability under this agreement.

B. The CONTRACTOR shall submit at the time of the execution of this agreement, certificates of insurance properly executed by an authorized representative of its insurance underwriter, evidencing such insurance policies to be in full force and effect, naming the COUNTY which shall assume to include its officers, employees, agents and representatives as additional insured. The certificates of insurance shall name specifically "Cortland County, 60 Central Avenue, Cortland, New York 13045" as an additional insured. In addition, the CONTRACTOR must provide an endorsement to the policy showing that the COUNTY is actually insured together with a copy of the policy declarations page.

C.1 Each policy of insurance shall contain clauses to the effect that:

(i) such insurance shall be primary without right of contribution of any other insurance carried by or on behalf of the COUNTY with respect to its interests,

(ii) it shall not be cancelled, including, without limitation, for non-payment of premium, or materially amended, without 30 days prior written notice to the COUNTY, directed to the contracting department and the office of the County Attorney and to the office of the Chair of the Legislature, and the COUNTY shall have the option to pay any necessary premiums to keep such insurance in effect and charge the cost back to the CONTRACTOR.

C.2 To the extent it is commercially available, each policy of insurance shall be provided on an "occurrence" basis. If any insurance is not so commercially available on an "occurrence" basis, it shall be provided on a "claim made" basis, and all such "claims made" policies shall provide that:

(i) Policy retroactive dates coincide with or precede the CONTRACTOR'S start of the performance of the services (including subsequent policies purchased as renewals or replacements);

(ii) The CONTRACTOR will maintain similar insurance for at least 6 years following final acceptance of the services;

(iii) If the insurance is terminated for any reason, the CONTRACTOR agrees to purchase an unlimited extended reporting provision to report claims arising from the services performed for the County;

(iv) Immediate notice shall be given to the COUNTY through the contracting department and the office of the County Attorney and to the office of the Chair of the Legislature of circumstances or incidents that might give rise to future claims with respect to the services performed under this agreement;

(v) Notice of termination of any such policies must be provided to the COUNTY at least ten (10) days in advance of such Notice of termination. CONTRACTOR shall, on or before this 10-day period, provide the COUNTY with a prospective Certificate of Insurance with the above coverage and limits for the balance of the term of this agreement; and

(vi) The CONTRACTOR shall obtain replacement insurance within ten (10) days in the absence of which CONTRACTOR shall be in breach of this Agreement.

D. All insurance coverage required to be purchased and maintained by the CONTRACTOR under this agreement shall be primary for the defense and indemnification on any action or claim asserted against the COUNTY and/or the CONTRACTOR for work performed under this agreement, regardless of any other collectible insurance or any language in the insurance policies which may be to the contrary.

E. Any accident shall be reported to the COUNTY as soon as possible and not later than twenty-four (24) hours from the time of such accident. A detailed written report must be submitted to the COUNTY as soon thereafter as possible and not later than three (3) days after the date of such accident.

ARTICLE 6. REPRESENTATIONS OF CONTRACTOR

The CONTRACTOR represents and warrants:

(i) That he/she/it is financially solvent, that he/she/it is licensed to the extent required by law, and that he/she/it is experienced in and competent to perform the services as described in Article 1 above,

(ii) That he/she/it has not been convicted of a crime under the laws of the United States or of any state,

(iii) That he/she/it has not been disqualified from performing any contract funded by the United States or the State of New York and that there is no proceeding pending or threatened against the Contractor by either government,

(iv) That no officer or employee of the County has an interest in this agreement, which would disqualify the CONTRACTOR from performing this agreement and receiving payment therefor,

(v) That he/she/it's facilities, if used in the performance of this agreement, are accessible to the handicapped or will be made accessible to the handicapped in accordance with applicable regulations,

(vi) That he/she/it is familiar with all Federal, State, municipal and departmental laws, ordinances and regulation which may in any way affect the work or those employed therein.

(vii) That he/she/it shall comply with all standard New York State contract requirements as set forth in Exhibits A-D and Appendix A; attached and annexed hereto.

ARTICLE 7. PERMITS AND REGULATIONS

The CONTRACTOR shall procure and pay for all permits and licenses necessary for the services to be rendered hereunder.

ARTICLE 8. APPROPRIATIONS

If this agreement is funded by a grant or contract between the COUNTY and the State or Federal government or is otherwise subject to legislative appropriation, the COUNTY shall not be liable beyond the funds authorized by such legislation or provided by the COUNTY, State or Federal governments.

In the event that such funding shall be terminated or reduced, this agreement shall end on the effective date of notice of termination.

The COUNTY shall remain liable for all charges and expenses incurred prior to the date of termination.

If funding is reduced below the level authorized by the COUNTY and the parties do not desire to terminate this agreement, funding shall be deemed to have been reduced to the amount authorized by the State or Federal government as set forth in notice given by the COUNTY to the CONTRACTOR.

ARTICLE 9. COUNTY'S RIGHT TO STOP WORK OR TERMINATE CONTRACT

A. The COUNTY shall have the right to stop work or terminate the Contract if:

(i) The CONTRACTOR is adjudged bankrupt or makes an assignment for the benefit of creditors; or

(ii) A receiver or liquidator is appointed for the CONTRACTOR or for any of his/her/it's property and is not dismissed within twenty (20) days after such appointment or the proceedings in connection therewith are not stayed on appeal within said twenty (20) days; or

(iii) The CONTRACTOR refuses or fails to prosecute the work or any part thereof with due diligence; or

(iv) The CONTRACTOR fails to make prompt payment to persons supplying labor for the work; or

(v) The CONTRACTOR fails or refuses to comply with all applicable laws, regulations or ordinances applicable to the performance of this agreement; or

(vi) The determination that any representation or certification made under this agreement is untrue*;* or

(vii) The CONTRACTOR violates any provision of the Contract;

(viii) In any event, the COUNTY, without prejudice to any other rights or remedy it may have, may by seven (7) days notice to the CONTRACTOR, terminate this contract pursuant to the grounds stated herein. In such case, the CONTRACTOR shall not be entitled to receive any further payment until the work is complete. If the unpaid balance of the compensation to be paid to the CONTRACTOR hereunder exceeds the expense of completing the work, such excess shall be paid to the CONTRACTOR. If such expense exceeds such unpaid balance, the CONTRACTOR shall be liable to the COUNTY for such excess.

(ix) COUNTY may terminate this contract upon thirty (30) days written notice to the CONTRACTOR if deemed in the best interest of the COUNTY.

(x) COUNTY may terminate if the contract is not funded.

B. Upon termination of this agreement, the CONTRACTOR shall comply with all County close-out procedures, including but not limited to:

(i) Accounting for and refunding to the COUNTY within 30 days, any unexpended funds which have been paid to the CONTRACTOR pursuant to this agreement;

(ii) Not incur any further obligations pursuant to this agreement after the termination date;

(iii) Submit to the COUNTY, within 30 days of termination, a full report of receipts and expenditures of funds, program activities, and obstacles, if any, attendant to CONTRACTOR'S performance of this agreement; and

(iv) Furnishing within 30 days an inventory to the COUNTY of all equipment, appurtenances and property purchased by the CONTRACTOR through or provided under this agreement, and carrying out any COUNTY directive concerning the disposition thereof.

C. If the COUNTY terminates this agreement for cause, the COUNTY may procure, upon such terms and in such manner as it deems appropriate, services similar to those so terminated, and any services so procured by the COUNTY to complete the services herein will be charged to the CONTRACTOR and/or set off against any sums due the CONTRACTOR.

D. If the CONTRACTOR defaults, the COUNTY may at its option:

(i) Terminate this agreement; and/or

(ii) Recover counsel fees and all costs incurred to enforce this agreement; and/or

(iii) Obtain replacement goods or services and hold the CONTRACTOR responsible for the replacement costs or expenses; and/or

(iv) Pursue such other remedies as may be available under law or this agreement.

These remedies are cumulative.

E. Notwithstanding any other provisions of this agreement, the CONTRACTOR shall not be relieved of liability to the COUNTY for damages sustained by the COUNTY by virtue of the CONTRACTOR'S breach of the agreement or failure to perform in accordance with applicable professional standards, and the COUNTY may withhold payments to the CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due to the COUNTY from the CONTRACTOR is determined. The rights and remedies of the COUNTY provided herein shall not be exclusive and are in addition to any other rights and remedies provided by law or by this agreement.

ARTICLE 10. INDEMNIFICATION / HOLD HARMLESS

The CONTRACTOR shall indemnify, defend and hold the COUNTY, its Departments, and its officers, employees, contractors, representatives and agents harmless from and against any and all claims, fines, demands, losses, damages and expenses, including attorney's fees, relating to or arising out of any negligent or intentional acts and/or omissions of the CONTRACTOR or any of its directors, officers, employees, contractors, representatives, or agents.

ARTICLE 11. MONITORING OF PERFORMANCE

The COUNTY shall have the right during the term of this agreement and for the period limited by the applicable statute of limitations to ensure that the services to be provided b the Contractor have been provided as agreed. The CONTRACTOR herby consents to the examination of the CONTRACTOR'S records and agrees to provide to or permit the COUNTY to obtain copies of any documents relating to the performance of this agreement. The CONTRACTOR shall maintain all records required by this paragraph for seven (7) years after the date this agreement is terminated or ends; whichever last occurs.

ARTICLE 12. INDEPENDENT CONTRACTOR

The CONTRACTOR, including all its officers, employees and agents agrees that their relationship to the COUNTY and any of its Departments or units, is that of an independent contractor, and said CONTRACTOR covenants and agrees that they will not conduct themselves as, nor hold themselves out as, nor claim to be an officer or employee of the COUNTY by reason hereof and that they will not claim, demand or make an application to or for any right or privilege applicable to an officer or employee of the COUNTY, including, but not limited to, Workers' Compensation coverage, Unemployment Insurance benefits, Social Security coverage, medical and/or dental benefits, or retirement membership or credit. As an independent contractor, the CONTRACTOR shall be solely responsible for determining the means and methods of performing the services and shall have complete charge and responsibility for the CONTRACTOR'S personnel engaged in the performance of the services. However, if any personnel of the CONTRACTOR act in a manner that is detrimental to the COUNTY, the COIUNTY may require the CONTRACTOR to remove or replace such personnel with respect to the performance of services under this agreement.

ARTICLE 13. ASSIGNMENT

Neither party may assign or sub-contract this contract or any portion thereof, without prior written consent of the other party hereto.

ARTICLE 14. REQUIRED PROVISIONS OF LAW

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to have been inserted herein. If any such provision is not inserted, through mistake or otherwise, then upon the application of either party, this Contract shall be physically amended to make such insertion.

ARTICLE 15. VENUES AND DISPUTES

The exclusive means of disposing of any dispute arising under this Agreement shall be decided in a New York State Court of competent jurisdiction located within Cortland County, New York. There shall be no right to binding arbitration. Pending final resolution of a dispute, the CONTRACTOR shall proceed diligently with performing the terms of this Agreement. The CONTRACTOR waives any dispute or claim not made in writing and received by the COUNTY within thirty (30) days of the occurrence giving rise to the dispute or claim. The claim must be in writing for a sum certain and any money requested must be fully supported by all cost and pricing information.

ARTICLE 16. REMEDIES

The remedies specified herein shall be cumulative and in addition to any other remedies available of law or in equity. Waiver of a breach of any provision of this Agreement shall not constitute a waiver of any other or future breach of the same provision or any other provision of the Agreement.

ARTICLE 17. NOTICES

All notices of any nature referred to in this agreement shall be in writing and sent by registered or certified mail, postage pre-paid, to the respective addresses set forth below or to such other addresses as the respective parties may designate in writing.

To the CONTRACTOR:

Business Name: Marathon Snowdusters, Inc.
Physical Address: 1271 Quail Hill Road, Marathon, NY 13803
Mailing Address:1271 Quail Hill Road, Marathon, NY 13803
Contact Person: Robbie Gutchess
Telephone #: 607-849-6507
E-Mail Address: rgutchess@yahoo.com

To the COUNTY:

Chair of the Legislature (**and**)
County of Cortland
60 Central Avenue
Cortland, New York 13045

Planning Department
Trisha R. Jesset, PE
60 Central Avenue
Cortland, New York 13045

ARTICLE 18. SEVERABILITY

In the event any provision hereof shall be held for any reason to be illegal, invalid or unenforceable, such illegality, invalidity or unenforceability shall not affect the remaining provisions of this agreement, which shall continue in full force and effect.

ARTICLE 19. WAIVER

No waiver of any breach of any condition of this Agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this Agreement or constitute a cause or excuse for a repetition of such or any other breach unless the waiver shall include the same.

ARTICLE 20. MODIFICATION

This Agreement constitutes the complete understanding of the parties. No modification of any provisions thereof shall be valid unless in writing and signed by both parties.

ARTICLE 21. EXECUTORY CLAUSE

The COUNTY shall have no liability under this Agreement to the CONTRACTOR or to anyone else beyond funds appropriated and available for this Agreement.

ARTICLE 22. RECORDS RETENTION AND AUDIT

A. The COUNTY, the State of New York, and the United States shall have the right at any time during the term of this agreement and for the period limited by the applicable statute of limitations to audit the payment of monies hereunder. Additionally, the CONTRACTOR shall:

(i) Comply with any demands made by the COUNTY to provide information with respect to the payment of monies hereunder during the period covered by this paragraph;

(ii) Maintain its books and records in accordance with generally accepted accounting principles or such other method of account, which is approved in writing by the COUNTY prior to the date of this agreement;

(iii) Maintain the revenues and expenditures in connection with this agreement so they are separately identifiable;

(iv) Fully document each expenditure or claim for payment. Expenditure or claims for payment which are not fully documented may be disallowed;

(v) Agree to provide to or permit the COUNTY to examine or obtain copies of any documents relating to the payment of money to the CONTRACTOR or expenditures made by the CONTRACTOR for which reimbursement is made to the CONTRACTOR by the COUNTY;

(vi) Maintain all records required by this paragraph for seven (7) years after the date this agreement is terminated or ends.

B. If the CONTRACTOR has expended, in any fiscal year, $300,000.00 or more in funds provided by the Federal financial assistance program from a Federal agency pursuant to this agreement and all other contracts with the COUNTY, the CONTRACTOR shall provide the COUNTY with an audit prepared by an independent auditor in accordance with the Single Audit Act of 1984, 31 U.S.C. §§7501, et seq., as amended, and the regulations adopted pursuant to such Act.

C. In addition to the foregoing, if this agreement is financed by Medicare reimbursements, then until the expiration of four (4) years after the furnishing of the services provided under this agreement, the CONTRACTOR will make available to the Secretary, U.S. Department of Health and Human Services, and the U.S. Comptroller General, and their representatives, this agreement and all books, documents, and records necessary to certify the nature and extent of the costs of those services. If the CONTRACTOR carries out the duties of the agreement through a subcontractor worth $10,000.00 or more over a 12-month period with a related organization, the subcontract will also contain an access clause to permit access by the Secretary, Comptroller General, and their representatives to the related organization’s books and records.

ARTICLE 23. APPLICABLE LAW

This Agreement is governed by the laws of the State of New York. All disputes relating to this agreement shall be heard in a court of competent jurisdiction having venue in Cortland County.

IN WITNESS WHEREOF**,** the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in duplicate (2 copies) each of which shall be deemed an original on the date written.

COUNTY OF CORTLAND

DATE: _________________ BY: _______________________________

Robert Corpora
Cortland County Administrator

Acknowledgement
STATE OF NEW YORK)
COUNTY OF CORTLAND) ss.:

On this______ day of ______________, 20___, before me, the undersigned, a Notary Public in and for said State, personally appeared **Robert Corpora**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

____
Notary Public

CONTRACTOR
Marathon Snowduster's Inc

DATE: _________________ BY: ____________________________________

____
(NAME OF SIGNATORY)

____
(CORP. OFFICER/POSITION)

Acknowledgement

STATE OF NEW YORK)
COUNTY OF _____________) ss.:

On this______ day of ______________, 20____, before me, the undersigned, a Notary Public in and for said State, personally appeared ___________________________, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

____
Notary Public

EXHIBIT A – ACKNOWLEDGEMENT AND AGREEMENT TO COMPLY WITH STANDARD CLAUSES FOR NEW YORK STATE CONTRACTS (APPENDIX A)

I hereby acknowledge that I have read, understand and agree to comply with the terms as outlined in Appendix A – Standard Clauses for New York State Contracts. Failure to comply may result in immediate termination of this agreement with potential legal recourse by the County.

Signed: ____________________________________ Date: ________________

Title: ______________________________________

EXHIBIT B – DRUG FREE WORKPLACE

Whenever two or more Bids which are equal with respect to price, quality and service are received by the State or by any political subdivisions for the procurement of commodities or contractual services, a Bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing the Bids will be followed if none of the tied vendors have a drug free workplace process. In order to have a drug-free workplace program, a business shall:

1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2) Inform employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3) Give each employee engaged in providing the commodities or contractual services that are under Bid a copy of the statement specified in Subsection (1).
4) In the statement specified in Subsection (1), notify that employees, that, as a condition of working of the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employee of any conviction of, or plea of guilty or nolo contendere to, any violation of any controlled substance law in the United States or any state or Cortland County, for a violation occurring in the workplace no later than five (5) days after such conviction.
5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
6) Make a good faith effort to continue to maintain a drug free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies with the above requirements.

Print Name: ______________________________ Date: ______________________

Signature: ________________________________ Title:_______________________

APPENDIX A

STANDARD CLAUSES FOR NEW YORK STATE CONTRACTS

PLEASE RETAIN THIS DOCUMENT FOR FUTURE REFERENCE.

TABLE OF CONTENTS

STANDARD CLAUSES FOR NYS CONTRACTS

The parties to the attached contract, license, lease, amendment or other agreement of any kind (hereinafter, "the contract" or "this contract") agree to be bound by the following clauses which are hereby made a part of the contract (the word "Contractor" herein refers to any party other than the State, whether a contractor, licenser, licensee, lessor, lessee or any other party):

1. EXECUTORY CLAUSE. In accordance with Section 41 of the State Finance Law, the State shall have no liability under this contract to the Contractor or to anyone else beyond funds appropriated and available for this contract.

2. NON-ASSIGNMENT CLAUSE. In accordance with Section 138 of the State Finance Law, this contract may not be assigned by the Contractor or its right, title or interest therein assigned, transferred, conveyed, sublet or otherwise disposed of without the State's previous written consent, and attempts to do so are null and void. Notwithstanding the foregoing, such prior written consent of an assignment of a contract let pursuant to Article XI of the State Finance Law may be waived at the discretion of the contracting agency and with the concurrence of the State Comptroller where the original contract was subject to the State Comptroller's approval, where the assignment is due to a reorganization, merger or consolidation of the Contractor's business entity or enterprise. The State retains its right to approve an assignment and to require that any Contractor demonstrate its responsibility to do business with the State. The Contractor may, however, assign its right to receive payments without the State's prior written consent unless this contract concerns Certificates of Participation pursuant to Article 5-A of the State Finance Law.

3. COMPTROLLER'S APPROVAL. In accordance with Section 112 of the State Finance Law (or, if this contract is with the State University or City University of New York, Section 355 or Section 6218 of the Education Law), if this contract exceeds $50,000 (or the minimum thresholds agreed to by the Office of the State Comptroller for certain S.U.N.Y. and C.U.N.Y. contracts), or if this is an amendment for any amount to a contract which, as so amended, exceeds said statutory amount, or if, by this contract, the State agrees to give something other than money when the value or reasonably estimated value of such consideration exceeds $10,000, it shall not be valid, effective or binding upon the State until it has been approved by the State Comptroller and filed in his office. Comptroller's approval of contracts let by the Office of General Services is required when such contracts exceed $85,000 (State Finance Law Section 163.6-a). However, such pre-approval shall not be required for any contract established as a centralized contract through the Office of General Services or for a purchase order or other transaction issued under such centralized contract.

4. WORKERS' COMPENSATION BENEFITS. In accordance with Section 142 of the State Finance Law, this contract shall be void and of no force and effect unless the Contractor shall provide and maintain coverage during the life of this contract for the benefit of such employees as are required to be covered by the provisions of the Workers' Compensation Law.

5. NON-DISCRIMINATION REQUIREMENTS. To the extent required by Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex (including gender identity or expression), national origin, sexual orientation, military status, age, disability, predisposing genetic characteristics, marital status or domestic violence victim status. Furthermore, in accordance with Section 220-e of the Labor Law, if this is a contract for the construction, alteration or repair of any public building or public work or for the manufacture, sale or distribution of materials, equipment or supplies, and to the extent that this contract shall be performed within the State of New York, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, disability, sex, or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. If this is a building service contract as defined in Section 230 of the Labor Law, then, in accordance with Section 239 thereof, Contractor agrees that neither it nor its subcontractors shall by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. Contractor is subject to fines of $50.00 per person per day for any violation of Section 220-e or Section 239 as well as possible termination of this contract and forfeiture of all moneys due hereunder for a second or subsequent violation.

6. WAGE AND HOURS PROVISIONS. If this is a public work contract covered by Article 8 of the Labor Law or a building service contract covered by Article 9 thereof, neither Contractor's employees nor the employees of its subcontractors may be required or permitted to work more than the number of hours or days stated in said statutes, except as otherwise provided in the Labor Law and as set forth in prevailing wage and supplement schedules issued by the State Labor

Department. Furthermore, Contractor and its subcontractors must pay at least the prevailing wage rate and pay or provide the prevailing supplements, including the premium rates for overtime pay, as determined by the State Labor Department in accordance with the Labor Law. Additionally, effective April 28, 2008, if this is a public work contract covered by Article 8 of the Labor Law, the Contractor understands and agrees that the filing of payrolls in a manner consistent with Subdivision 3-a of Section 220 of the Labor Law shall be a condition precedent to payment by the State of any State approved sums due and owing for work done upon the project.

7. NON-COLLUSIVE BIDDING CERTIFICATION. In accordance with Section 139-d of the State Finance Law, if this contract was awarded based upon the submission of bids, Contractor affirms, under penalty of perjury, that its bid was arrived at independently and without collusion aimed at restricting competition. Contractor further affirms that, at the time Contractor submitted its bid, an authorized and responsible person executed and delivered to the State a non-collusive bidding certification on Contractor's behalf.

8. INTERNATIONAL BOYCOTT PROHIBITION. In accordance with Section 220-f of the Labor Law and Section 139-h of the State Finance Law, if this contract exceeds $5,000, the Contractor agrees, as a material condition of the contract, that neither the Contractor nor any substantially owned or affiliated person, firm, partnership or corporation has participated, is participating, or shall participate in an international boycott in violation of the federal Export Administration Act of 1979 (50 USC App. Sections 2401 et seq.) or regulations thereunder. If such Contractor, or any of the aforesaid affiliates of Contractor, is convicted or is otherwise found to have violated said laws or regulations upon the final determination of the United States Commerce Department or any other appropriate agency of the United States subsequent to the contract's execution, such contract, amendment or modification thereto shall be rendered forfeit and void. The Contractor shall so notify the State Comptroller within five (5) business days of such conviction, determination or disposition of appeal (2NYCRR 105.4).

9. SET-OFF RIGHTS. The State shall have all of its common law, equitable and statutory rights of set-off. These rights shall include, but not be limited to, the State's option to withhold for the purposes of set-off any moneys due to the Contractor under this contract up to any amounts due and owing to the State with regard to this contract, any other contract with any State department or agency, including any contract for a term commencing prior to the term of this contract, plus any amounts due and owing to the State for any other reason including, without limitation, tax delinquencies, fee delinquencies or monetary penalties relative thereto. The State shall exercise its set-off rights in accordance with normal State practices including, in cases of set-off pursuant to an audit, the finalization of such audit by the State agency, its representatives, or the State Comptroller.

10. RECORDS. The Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, "the Records"). The Records must be kept for the balance of the calendar year in which they were made and for six (6) additional years thereafter. The State Comptroller, the Attorney General and any other person or entity authorized to conduct an examination, as well as the agency or agencies involved in this contract, shall have access to the Records during normal business hours at an office of the Contractor within the State of New York or, if no such office is available, at a mutually agreeable and reasonable venue within the State, for the term specified above for the purposes of inspection, auditing and copying. The State shall take reasonable steps to protect from public disclosure any of the Records which are exempt from disclosure under Section 87 of the Public Officers Law (the "Statute") provided that: (i) the Contractor shall timely inform an appropriate State official, in writing, that said records should not be disclosed; and (ii) said records shall be sufficiently identified; and (iii) designation of said records as exempt under the Statute is reasonable. Nothing contained herein shall diminish, or in any way adversely affect, the State's right to discovery in any pending or future litigation.

11. IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION. (a) Identification Number(s). Every invoice or New York State Claim for Payment submitted to a New York State agency by a payee, for payment for the sale of goods or services or for transactions (e.g., leases, easements, licenses, etc.) related to real or personal property must include the payee's identification number. The number is any or all of the following: (i) the payee's Federal employer identification number, (ii) the payee's Federal social security number, and/or (iii) the payee's Vendor Identification Number assigned by the Statewide Financial System. Failure to include such number or numbers may delay payment. Where the payee does not have such number or numbers, the payee, on its invoice or Claim for Payment, must give the reason or reasons why the payee does not have such number or numbers.

(b) Privacy Notification. (1) The authority to request the above personal information from a seller of goods or services or a lessor of real or personal property, and the authority to maintain such information, is found in Section 5 of the State Tax Law. Disclosure of this information by the seller or lessor to the State is mandatory. The principal purpose for which the information is collected is to enable the State to identify individuals, businesses and others who have been delinquent in filing tax returns or may have understated their tax liabilities and to generally identify persons affected by the taxes administered by the Commissioner of Taxation and Finance. The information will be used for tax administration purposes and for any other purpose authorized by law. (2) The personal information is requested by the purchasing unit of the agency contracting to purchase the goods or services or lease the real or personal property covered by this contract or lease. The information is maintained in the Statewide Financial System by the Vendor Management Unit within the Bureau of State Expenditures, Office of the State Comptroller, 110 State Street, Albany, New York 12236.

12. EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITIES AND WOMEN. In accordance with Section 312 of the Executive Law and 5 NYCRR 143, if this contract is: (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of $25,000.00, whereby a contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the contracting agency; or (ii) a written agreement in excess of $100,000.00 whereby a contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon; or (iii) a written agreement in excess of $100,000.00 whereby the owner of a State assisted housing project is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon for such project, then the following shall apply and by signing this agreement the Contractor certifies and affirms that it is Contractor's equal employment opportunity policy that:

(a) The Contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force on State contracts and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. Affirmative action shall mean recruitment, employment, job assignment, promotion, upgradings, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation;

(b) at the request of the contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein; and

(c) the Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the State contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Contractor will include the provisions of "a", "b", and "c" above, in every subcontract over $25,000.00 for the construction, demolition, replacement, major repair, renovation, planning or design of real property and improvements thereon (the "Work") except where the Work is for the beneficial use of the Contractor. Section 312 does not apply to: (i) work, goods or services unrelated to this contract; or (ii) employment outside New York State. The State shall consider compliance by a contractor or subcontractor with the requirements of any federal law concerning equal employment opportunity which effectuates the purpose of this section. The contracting agency shall determine whether the imposition of the requirements of the provisions hereof duplicate or conflict with any such federal law and if such duplication or conflict exists, the contracting agency shall waive the applicability of Section 312 to the extent of such duplication or conflict. Contractor will comply with all duly promulgated and lawful rules and regulations of the Department of Economic Development's Division of Minority and Women's Business Development pertaining hereto.

13. CONFLICTING TERMS. In the event of a conflict between the terms of the contract (including any and all attachments thereto and amendments thereof) and the terms of this Appendix A, the terms of this Appendix A shall control.

14. GOVERNING LAW. This contract shall be governed by the laws of the State of New York except where the Federal supremacy clause requires otherwise.

15. LATE PAYMENT. Timeliness of payment and any interest to be paid to Contractor for late payment shall be governed by Article 11-A of the State Finance Law to the extent required by law.

16. NO ARBITRATION. Disputes involving this contract, including the breach or alleged breach thereof, may not be submitted to binding arbitration (except where statutorily authorized), but must, instead, be heard in a court of competent jurisdiction of the State of New York.

17. SERVICE OF PROCESS. In addition to the methods of service allowed by the State Civil Practice Law & Rules ("CPLR"), Contractor hereby consents to service of process upon it by registered or certified mail, return receipt requested. Service hereunder shall be complete upon Contractor's actual receipt of process or upon the State's receipt of the return thereof by the United States Postal Service as refused or undeliverable. Contractor must promptly notify the State, in writing, of each and every change of address to which service of process can be made. Service by the State to the last known address shall be sufficient. Contractor will have thirty (30) calendar days after service hereunder is complete in which to respond.

18. PROHIBITION ON PURCHASE OF TROPICAL HARDWOODS. The Contractor certifies and warrants that all wood products to be used under this contract award will be in accordance with, but not limited to, the specifications and provisions of Section 165 of the State Finance Law, (Use of Tropical Hardwoods) which prohibits purchase and use of tropical hardwoods, unless specifically exempted, by the State or any governmental agency or political subdivision or public benefit corporation. Qualification for an exemption under this law will be the responsibility of the contractor to establish to meet with the approval of the State.

In addition, when any portion of this contract involving the use of woods, whether supply or installation, is to be performed by any subcontractor, the prime Contractor will indicate and certify in the submitted bid proposal that the subcontractor has been informed and is in compliance with specifications and provisions regarding use of tropical hardwoods as detailed in §165 State Finance Law. Any such use must meet with the approval of the State; otherwise, the bid may not be considered responsive. Under bidder certifications, proof of qualification for exemption will be the responsibility of the Contractor to meet with the approval of the State.

19. MACBRIDE FAIR EMPLOYMENT PRINCIPLES. In accordance with the MacBride Fair Employment Principles (Chapter 807 of the Laws of 1992), the Contractor hereby stipulates that the Contractor either (a) has no business operations in Northern Ireland, or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Fair Employment Principles (as described in Section 165 of the New York State Finance Law), and shall permit independent monitoring of compliance with such principles.

20. OMNIBUS PROCUREMENT ACT OF 1992. It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority and women-owned business enterprises as bidders, subcontractors and suppliers on its procurement contracts.

Information on the availability of New York State subcontractors and suppliers is available from:

NYS Department of Economic Development
Division for Small Business
Albany, New York 12245
Telephone: 518-292-5100
Fax: 518-292-5884
email: opa@esd.ny.gov

A directory of certified minority and women-owned business enterprises is available from:

NYS Department of Economic Development
Division of Minority and Women's Business Development
633 Third Avenue
New York, NY 10017
212-803-2414
email: mwbecertification@esd.ny.gov
https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp

The Omnibus Procurement Act of 1992 requires that by signing this bid proposal or contract, as applicable, Contractors certify that whenever the total bid amount is greater than $1 million:

(a) The Contractor has made reasonable efforts to encourage the participation of New York State Business Enterprises as suppliers and subcontractors, including certified minority and women-owned business enterprises, on this project, and has retained the documentation of these efforts to be provided upon request to the State;

(b) The Contractor has complied with the Federal Equal Opportunity Act of 1972 (P.L. 92-261), as amended;

(c) The Contractor agrees to make reasonable efforts to provide notification to New York State residents of employment opportunities on this project through listing any such positions with the Job Service Division of the New York State Department of Labor, or providing such notification in such manner as is consistent with existing collective bargaining contracts or agreements. The Contractor agrees to document these efforts and to provide said documentation to the State upon request; and

(d) The Contractor acknowledges notice that the State may seek to obtain offset credits from foreign countries as a result of this contract and agrees to cooperate with the State in these efforts.

21. RECIPROCITY AND SANCTIONS PROVISIONS. Bidders are hereby notified that if their principal place of business is located in a country, nation, province, state or political subdivision that penalizes New York State vendors, and if the goods or services they offer will be substantially produced or performed outside New York State, the Omnibus Procurement Act 1994 and 2000 amendments (Chapter 684 and Chapter 383, respectively) require that they be denied contracts which they would otherwise obtain. NOTE: As of May 15, 2002, the list of discriminatory jurisdictions subject to this provision includes the states of South Carolina, Alaska, West Virginia, Wyoming, Louisiana and Hawaii. Contact NYS Department of Economic Development for a current list of jurisdictions subject to this provision.

22. COMPLIANCE WITH NEW YORK STATE INFORMATION SECURITY BREACH AND NOTIFICATION ACT. Contractor shall comply with the provisions of the New York State Information Security Breach and Notification Act (General Business Law Section 899-aa; State Technology Law Section 208).

23. COMPLIANCE WITH CONSULTANT DISCLOSURE LAW. If this is a contract for consulting services, defined for purposes of this requirement to include analysis, evaluation, research, training, data processing, computer programming, engineering, environmental, health, and mental health services, accounting, auditing, paralegal, legal or similar services, then, in accordance with Section 163 (4-g) of the State Finance Law (as amended by Chapter 10 of the Laws of 2006), the Contractor shall timely, accurately and properly comply with the requirement to submit an annual employment report for the contract to the agency that awarded the contract, the Department of Civil Service and the State Comptroller.

24. PROCUREMENT LOBBYING. To the extent this agreement is a "procurement contract" as defined by State Finance Law Sections 139-j and 139-k, by signing this agreement the contractor certifies and affirms that all disclosures made in accordance with State Finance Law Sections 139-j and 139-k are complete, true and accurate. In the event such certification is found to be intentionally false or intentionally incomplete, the State may terminate the agreement by providing written notification to the Contractor in accordance with the terms of the agreement.

25. CERTIFICATION OF REGISTRATION TO COLLECT SALES AND COMPENSATING USE TAX BY CERTAIN STATE CONTRACTORS, AFFILIATES AND SUBCONTRACTORS.
To the extent this agreement is a contract as defined by Tax Law Section 5-a, if the contractor fails to make the certification required by Tax Law Section 5-a or if during the term of the contract, the Department of Taxation and Finance or the covered agency, as defined by Tax Law 5-a, discovers that the certification, made under penalty of perjury, is false, then such failure to file or false certification shall be a material breach of this contract and this contract may be terminated, by providing written notification to the Contractor in accordance with the terms of the agreement, if the covered agency determines that such action is in the best interest of the State.

26. IRAN DIVESTMENT ACT. By entering into this Agreement, Contractor certifies in accordance with State Finance Law §165-a that it is not on the "Entities Determined to be Non-Responsive Bidders/Offerers pursuant to the New York State Iran Divestment Act of 2012" ("Prohibited Entities List") posted at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf. Contractor further certifies that it will not utilize on this Contract any subcontractor that is identified on the Prohibited Entities List. Contractor agrees that should it seek to renew or extend this Contract, it must provide the same certification at the time the Contract is renewed or extended. Contractor also agrees that any proposed Assignee of this Contract will be required to certify that it is not on the Prohibited Entities List before the contract assignment will be approved by the State.

During the term of the Contract, should the state agency receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, the state agency will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then the state agency shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The state agency reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Abolish County Attorney (25 hr/sweek)/ Create County Attorney (full-time)
County Attorney's Office

WHEREAS, the needs of the office will be better served by abolishing one (1) part-time 25 hrs/week County Attorney position and creating one (1) full-time County Attorney position in the County Attorney's Office, AND

WHEREAS, the Government Operations Committee recommends the abolition and creation of these positions, NOW, THEREFORE BE IT

RESOLVED, that one (1) position of County Attorney (Grade 1, Management Compensation Plan, $48.89-59.48/hr, 25 hrs/week with benefits, exempt class) be and hereby is abolished effective January 27, 2022 at midnight, AND BE IT FURTHER

RESOLVED, that one (1) position of County Attorney (Grade 1, Management Compensation Plan, $88,977-108,254, full-time with benefits, exempt class) be created with permission to fill effective January 27, 2022 at 12:01 am.

Cortland County

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YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: A GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A13205 County Auditor								
A13205 51005	PERS SERV	78,462	0	78,462	77,075.61	.00	1,386.44	98.2%
A13205 54000	TELEPHONE	150	0	150	129.68	.00	20.32	86.5%
A13205 54001	COPY/PRINT	100	0	100	.00	.00	100.00	.0%
A13205 54005	Off Supp	250	0	250	36.49	.00	213.51	14.6%
A13205 54035	ED & TRAIN	500	0	500	299.00	.00	201.00	59.8%
A13205 54040	DUES/MEMBE	100	0	100	.00	.00	100.00	.0%
A13205 54045	Travel	200	0	200	.00	.00	200.00	.0%
A13205 54070	INSURANCE	210	0	210	218.45	.00	-8.05	103.8%*
A13205 58020	RETIREMENT	10,985	0	10,985	.00	.00	10,984.69	.0%
A13205 58030	FICA	6,002	0	6,002	5,490.12	.00	512.23	91.5%
A13205 58040	WRKS COMP	1,995	0	1,995	2,021.52	.00	-26.52	101.3%*
A13205 58060	HEALTH INS	18,275	0	18,275	18,275.66	.00	-.42	100.0%*
A13205 58062	DENTAL INS	90	0	90	90.48	.00	-.24	100.3%*
A13205 58065	VISION INS	20	0	20	19.50	.00	.10	99.5%
TOTAL County Auditor		117,340	0	117,340	103,656.51	.00	13,683.06	88.3%
TOTAL GENERAL FUND		117,340	0	117,340	103,656.51	.00	13,683.06	88.3%
TOTAL EXPENSES		117,340	0	117,340	103,656.51	.00	13,683.06	

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Cortland County

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	117,340	0	117,340	103,656.51	.00	13,683.06	88.3%

** END OF REPORT - Generated by Stephen Trobert **

January 2022 Treasurer's Report

1. Trusts: (Funds Paid into Court)
Open Accounts in 2020: 18
New Accounts: 2
Accounts Sent to NYS Comptroller: 9
Accounts Disbursed: **6 Total**
Total Remaining Open Accounts: 5
Anticipate sending 4 inactive funds deemed "abandoned" to NYS Comptroller in 2022 leaving **1 remaining fund**.

2. Open Estates: I'm currently the Administrator of 11 open estates. 9 estates are mortgage foreclosures. Mortgage/delinquent property tax foreclosure moratorium has been extended by NYS until January 15, 2022. Auctions for mortgaged properties are arranged by a court appointed "Referee" independent of our office. A mortgage foreclosure auction for one of the 9 properties mentioned above is scheduled for December: **rescheduled for January.**

3. Delinquent Tax Foreclosure Auction: No Change: Property can be reclaimed by current owners 9 business days prior to the auction. Historically, ~30 properties are auctioned annually @ ~$17,000 each. The number of parcels is constantly changing due to payments, installment agreements & defaults, bankruptcies, legal actions, etc…

We now anticipate scheduling an auction in the fall of 2022 for 2018 thru 2020 tax delinquent properties with approval by the Legislature and Legal for an estimated total of ~ 90 parcels. Additionally, we will be competing with Supreme Court Mortgage Foreclosure Auctions**:** ~ 10.

When the NYS Foreclosure Moratorium ends in January, 2022, many more properties will be available to auction in NYS which may result in **fewer bidders and lower bids for parcels**.

4. Treasurer General Fund Revenues Adjusted for Income & Expenses:
December 2019 $37,518,796
December 2020 $37,311,674
December 2021 ~$38,482,847 may vary due to late MUNIS entries

Cortland County

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: A GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A132540 TREASURER								
A132540 41001	REAL PROPERTY TAX	-37,003,555	0	-37,003,555	-37,003,555.01	.00	.01	100.0%
	TOTAL TREASURER	-37,003,555	0	-37,003,555	-37,003,555.01	.00	.01	100.0%
A132541 TREASURER								
A132541 41051	PROCEEEDS SALE OF	-510,000	0	-510,000	.00	.00	-510,000.00	.0%*
	TOTAL TREASURER	-510,000	0	-510,000	.00	.00	-510,000.00	.0%
A132542 TREASURER								
A132542 41230	TREASURER'S FEES	-4,500	0	-4,500	-5,445.00	.00	945.00	121.0%
A132542 41235	CHARGES FOR TAX R	-88,025	0	-88,025	-4,328.00	.00	-83,697.00	4.9%*
A132542 42610	FINES & FORFEITUR	0	0	0	-1,641.04	.00	1,641.04	100.0%
A132542 42702	Refund of PY Expe	0	0	0	-226,245.19	.00	226,245.19	100.0%
	TOTAL TREASURER	-92,525	0	-92,525	-237,659.23	.00	145,134.23	256.9%
A132543 STATE REVENUE								
A132543 43014	INDIAN GAMING SET	-100,000	0	-100,000	-336,263.46	.00	236,263.46	336.3%
A132543 43389	OTHER PUBLIC SAFE	0	0	0	-238,394.00	.00	238,394.00	100.0%
	TOTAL STATE REVENUE	-100,000	0	-100,000	-574,657.46	.00	474,657.46	574.7%
A132544 FEDERAL AID - TREAS								
A132544 44089	ARP GEN GOVT - FED	0	-500,000	-500,000	-130,113.84	.00	-369,886.16	26.0%*
A132544 44808	FEDERAL PILOT REV	-4,814	0	-4,814	-4,783.00	.00	-31.00	99.4%*
	TOTAL FEDERAL AID - TREAS	-4,814	-500,000	-504,814	-134,896.84	.00	-369,917.16	26.7%
A132545 TREASURER								

Cortland County

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A132545 42401 INTEREST & EARNIN	-20,000	0	-20,000	-16,478.03	.00	-3,521.97	82.4%*
TOTAL TREASURER	-20,000	0	-20,000	-16,478.03	.00	-3,521.97	82.4%
A132546 TREASURER							
A132546 41081 PILOT - PAYMENT I	-191,147	0	-191,147	-243,665.10	.00	52,518.10	127.5%
A132546 41090 INTEREST & PENALT	-400,000	0	-400,000	-440,998.37	.00	40,998.37	110.2%
TOTAL TREASURER	-591,147	0	-591,147	-684,663.47	.00	93,516.47	115.8%
A132547 TREASURER							
A132547 41150 OTB SURTAX	-15,000	0	-15,000	-38,278.00	.00	23,278.00	255.2%
A132547 42652 SALE OF FOREST PR	0	0	0	-7,219.24	.00	7,219.24	100.0%
A132547 42770 OTHER UNCLASSIFIE	0	0	0	-828.30	.00	828.30	100.0%
TOTAL TREASURER	-15,000	0	-15,000	-46,325.54	.00	31,325.54	308.8%
A13255 TREASURER							
A13255 51005 PERSONAL SERVICES	78,712	0	78,712	77,384.80	.00	1,327.27	98.3%
A13255 54000 TELEPHONE	424	0	424	217.20	.00	206.80	51.2%
A13255 54005 Office Materials &	200	200	400	388.72	.00	11.28	97.2%
A13255 54015 Maintenance Agreem	34,950	0	34,950	34,950.00	.00	.00	100.0%
A13255 54020 POSTAGE	2,500	0	2,500	1,638.79	.00	861.21	65.6%
A13255 54035 EDUCATION & TRAINI	250	0	250	91.39	.00	158.61	36.6%
A13255 54040 ASSOC/MEMBERSHIP D	200	0	200	200.00	.00	.00	100.0%
A13255 54055 PROFESSIONAL SERVI	88,025	0	88,025	81,051.35	.00	6,973.65	92.1%
A13255 54060 LEGAL NOTICES / AD	200	-50	150	.00	.00	150.00	.0%
A13255 54070 INSURANCE	210	0	210	218.45	.00	-8.05	103.8%*
A13255 54213 I/D COPIER	565	0	565	518.10	.00	47.10	91.7%
A13255 54444 FEES & PERMITS	5,000	-150	4,850	1,296.35	.00	3,553.65	26.7%
A13255 54945 OVER/SHORT	0	0	0	-.75	.00	.75	100.0%
A13255 58020 RETIREMENT	11,020	0	11,020	.00	.00	11,019.69	.0%
A13255 58030 FICA	6,021	0	6,021	5,767.83	.00	253.64	95.8%
A13255 58040 WORKERS COMP	3,990	0	3,990	4,043.03	.00	-53.03	101.3%*

Cortland County

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YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: A GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A13255 58060	HEALTH INS	7,513	0	7,513	7,513.22	.00	.21	100.0%
A13255 58062	DENTAL INS	90	0	90	90.48	.00	-.24	100.3%*
A13255 58065	VISION CARE BENEFI	20	0	20	19.50	.00	.10	99.5%
	TOTAL TREASURER	239,891	0	239,891	215,388.46	.00	24,502.64	89.8%
	TOTAL GENERAL FUND	-38,097,150	-500,000	-38,597,150	-38,482,847.12	.00	-114,302.78	99.7%
	TOTAL REVENUES	-38,337,041	-500,000	-38,837,041	-38,698,235.58	.00	-138,805.42	
	TOTAL EXPENSES	239,891	0	239,891	215,388.46	.00	24,502.64	

Cortland County

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-38,097,150	-500,000	-38,597,150	-38,482,847.12	.00	-114,302.78	99.7%

** END OF REPORT - Generated by John Banewicz **

REVENUE BUDGET VS ACTUAL TO November 30, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
GENERAL FUND							
A1010	Board of Legislators	(10,000.00)		(10,000.00)	(10,000.00)	-	100.0%
A1165	District Attorney	(104,126.00)		(104,126.00)	(116,511.82)	12,385.82	111.9%
A1170	Public Defender	(594,154.53)		(594,154.53)	-	(594,154.53)	0.0%
A1175	Assigned Counsel	(368,426.00)		(368,426.00)	-	(368,426.00)	0.0%
A1325	Real Property Tax Levy	(37,003,555.00)		(37,003,555.00)	(37,003,555.01)	0.01	100.0%
A1325	Treasurer	(1,333,486.00)		(1,333,486.00)	(1,682,036.30)	348,550.30	126.1%
A1355	Real Property Tax Services	(48,600.00)		(48,600.00)	(50,308.70)	1,708.70	103.5%
A1410	County Clerk	(738,216.00)	(28,572.00)	(766,788.00)	(850,410.55)	83,622.55	110.9%
A1411	County Clerk - DMV	(746,000.00)		(746,000.00)	(590,803.67)	(155,196.33)	79.2%
A1430	Personnel	(5,000.00)		(5,000.00)	(3,340.00)	(1,660.00)	66.8%
A1450	Elections	(3,300.00)		(3,300.00)	(25,746.76)	22,446.76	780.2%
A1610	Shared Services	(222,000.00)		(222,000.00)	(188,643.58)	(33,356.42)	85.0%
A1620	Buildings & Grounds	(224,311.65)		(224,311.65)	(218,526.78)	(5,784.87)	97.4%
A1680	Information Technology	(44,348.00)	(123,397.81)	(167,745.81)	(40,302.00)	(127,443.81)	24.0%
A1985	Sales Tax Revenue	(28,365,000.00)		(28,365,000.00)	(30,607,791.00)	2,242,791.00	107.9%
A3020	Emergency Response & Communications	(279,200.00)	(1,811,693.59)	(2,090,893.59)	(480,084.73)	(1,610,808.86)	23.0%
A3110	Sheriff	(115,000.00)		(115,000.00)	(59,259.21)	(55,740.79)	51.5%
A3120	Road Patrol	(490,001.00)	(38,800.00)	(528,801.00)	(330,455.76)	(198,345.24)	62.5%
A3140	Probation	(391,049.00)		(391,049.00)	(382,860.98)	(8,188.02)	97.9%
A3150	Jail	(3,500.00)	(14,055.97)	(17,555.97)	(191,044.31)	173,488.34	1088.2%
A3315	DWI	(65,400.00)	(35,528.43)	(100,928.43)	(55,905.16)	(45,023.27)	55.4%
A3410	Fire/Emergency Management Admin	(48,062.00)	(75,708.66)	(123,770.66)	(44,088.78)	(79,681.88)	35.6%
A4010	Public Health Admin	(925,137.00)	(1,978,833.51)	(2,903,970.51)	(1,037,894.67)	(1,866,075.84)	35.7%
A4011	Nursing	(423,347.00)	(347,290.81)	(770,637.81)	(109,517.18)	(661,120.63)	14.2%
A4012	Environmental Health	(483,036.00)	(113,282.00)	(596,318.00)	(177,456.71)	(418,861.29)	29.8%
A4046	Pre-K	(1,513,850.00)		(1,513,850.00)	(1,626,998.80)	113,148.80	107.5%
A4059	Early Intervention	(792,405.00)	(71,016.56)	(863,421.56)	(450,711.36)	(412,710.20)	52.2%
A4050	Child Advocacy Center	(156,111.00)	(297,201.55)	(453,312.55)	(256,582.54)	(196,730.01)	56.6%
A4310	Mental Health	(5,557,491.00)	(109,386.14)	(5,666,877.14)	(4,824,987.88)	(841,889.26)	85.1%
A5610	Airport	(300,002.00)		(300,002.00)	(299,944.62)	(57.38)	100.0%
A5630	Bus Operations	(2,034,734.00)	(339,324.17)	(2,374,058.17)	(900,208.81)	(1,473,849.36)	37.9%
A6010	Social Services	(14,863,668.00)	(60,000.00)	(14,923,668.00)	(9,213,312.06)	(5,710,355.94)	61.7%
A6410	Occupancy Tax - Revenue	(400,000.00)		(400,000.00)	(453,790.14)	53,790.14	113.4%
A6510	Veterans Service Agency	(82,769.30)		(82,769.30)	(38,682.32)	(44,086.98)	46.7%
A6610	Weights & Measure	(16,040.00)		(16,040.00)	(12,708.04)	(3,331.96)	79.2%
A6772	Office for the Aging	(752,403.00)	(151,717.00)	(904,120.00)	(644,814.78)	(259,305.22)	71.3%
A6774	Nutrition (OFA)	(631,844.00)	(25,077.00)	(656,921.00)	(484,795.65)	(172,125.35)	73.8%
A7110	Dwyer Park	(10,000.00)		(10,000.00)	(10,067.55)	67.55	100.7%

REVENUE BUDGET VS ACTUAL TO November 30, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
A7312	Youth Bureau	(14,335.00)	(91,686.00)	(106,021.00)	(41,022.00)	(64,999.00)	38.7%
A7989	Snowmobile	(95,616.00)		(95,616.00)	(95,616.00)	-	100.0%
A8020	Planning	(1,000.00)		(1,000.00)	(290.00)	(710.00)	29.0%
	Total Revenue @ 11/30/21	(100,256,523.48)	(5,712,571.20)	(105,969,094.68)	(93,611,076.21)	(12,358,018.47)	88.3%
	Prior Year Encumbrances		(204,453.52)	(204,453.52)			
	Appropriated Fund Balance	(816,985.81)	(1,113,028.38)	(1,930,014.19)			
	Appropriated Reserves	155,261.74	(111,638.53)	43,623.21			
		(100,918,247.55)	**(7,141,691.63)**	**(108,059,939.18)**	**(93,611,076.21)**	**(12,358,018.47)**	
SPECIAL GRANT FUND							
CD6290	Grant Administration	(196,342.00)		(196,342.00)	(147,886.46)	(48,455.54)	75.3%
CD6292	Employment & Training	(655,415.00)		(655,415.00)	(541,729.04)	(113,685.96)	82.7%
CD6989	Community Development Block Grant		(50,000.00)	(50,000.00)	(50,000.00)	-	100.0%
CD9901	Interfund Transfers-in		(2,500.00)	(2,500.00)		(2,500.00)	0.0%
	Total Revenue @ 11/30/21	**(851,757.00)**	**(52,500.00)**	**(904,257.00)**	**(739,615.50)**	**(164,641.50)**	81.8%
Self-Insured Benefits Fund		(12,496,774.33)		(12,496,774.33)	(11,540,736.09)	(956,038.24)	92.3%
	Appropriated Fund Balance		(3,344.28)	(3,344.28)			
		(12,496,774.33)	**(3,344.28)**	**(12,500,118.61)**	**(11,540,736.09)**	**(956,038.24)**	
COUNTY ROAD FUND							
D3110	Traffic Division	(1,000.00)		(1,000.00)	-	(1,000.00)	0.0%
D5010	County Road Administration	(200.00)		(200.00)	(54.54)	(145.46)	27.3%
D5110	Maintenance of Roads	(1,004,000.00)		(1,004,000.00)	(682,933.87)	(321,066.13)	68.0%
D5112	Permanent Improvements	(1,505,094.40)	(1,275,983.62)	(2,781,078.02)	(1,970,375.71)	(810,702.31)	70.8%
D9901	Interfund Transfers-in	(6,297,430.57)	(300,000.00)	(6,597,430.57)	(6,258,171.59)	(339,258.98)	94.9%
	Total Revenue @ 11/30/21	**(8,807,724.97)**	**(1,575,983.62)**	**(10,383,708.59)**	**(8,911,535.71)**	**(1,472,172.88)**	85.8%
ROAD MACHINERY FUND							
E5130	Machinery	(2,737,310.00)		(2,737,310.00)	(2,364,931.69)	(372,378.31)	86.4%
	Prior Year Encumbrances		(396.00)	(396.00)			
	Appropriated Fund Balance	315,859.67		315,859.67			
	Total Revenue @ 11/30/21	**(2,421,450.33)**	**(396.00)**	**(2,421,846.33)**	**(2,364,931.69)**	**(372,378.31)**	

REVENUE BUDGET VS ACTUAL TO November 30, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
SOLID WASTE FUND							
EL8160	Landfill	(3,072,754.00)		(3,072,754.00)	(2,570,588.37)	(502,165.63)	83.7%
EL8161	Recycling Center	(70,670.00)		(70,670.00)	(78,865.32)	8,195.32	111.6%
	Prior Year Encumbrances		(13,223.41)	(13,223.41)			
	Appropriated Fund Balance	141,575.95		141,575.95			
	Total Revenue @ 11/30/21	**(3,001,848.05)**	**(13,223.41)**	**(3,015,071.46)**	**(2,649,453.69)**	**(493,970.31)**	87.9%
CAPITAL PROJECTS FUND							
HH5122	Infrastructure	(6,820,893.74)	(158,480.96)	(6,979,374.70)	(1,106,286.09)	(5,873,088.61)	15.9%
HH5610	Airport	(9,500.00)	(1,876,312.00)	(1,885,812.00)	(1,265,168.93)	(620,643.07)	67.1%
HH9901	Interfund Transfers-in	(321,138.20)	(9,971.10)	(331,109.30)	(57,257.33)	(273,851.97)	17.3%
	Prior Year Encumbrances		(24,674.59)	(24,674.59)			
	Total Revenue @ 11/30/21	**(7,151,531.94)**	**(2,069,438.65)**	**(9,220,970.59)**	**(2,428,712.35)**	**(6,767,583.65)**	26.3%
Self-Insured Workers' Compensation Fund		(1,741,654.00)		(1,741,654.00)	(1,865,839.30)	124,185.30	107.1%
	Appropriated Fund Balance	(284,800.00)		(284,800.00)			
	Total Revenue @ 11/30/21	**(2,026,454.00)**	-	**(2,026,454.00)**	**(1,865,839.30)**	**124,185.30**	

EXPENDITURE BUDGET VS ACTUAL TO November 31, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
GENERAL FUND								
A1010	Board of Legislators	278,528.08	57,687.00	336,215.08	247,552.96	20,906.45	67,755.67	79.8%
A1040	Clerk of the Board	159,239.91	17,574.48	176,814.39	136,082.69	5,486.66	35,245.04	80.1%
A1165	District Attorney	1,082,464.24	45,000.00	1,127,464.24	749,802.78	1,284.93	376,376.53	66.6%
A1170	Public Defender	1,145,922.62	3,064.26	1,148,986.88	764,287.26	5,215.44	379,484.18	67.0%
A1175	Assigned Counsel	1,202,955.44	3,107.20	1,206,062.64	642,625.86	1,144.62	562,292.16	53.4%
A1185	Coroner	180,953.00	35,000.00	215,953.00	165,104.08	15,508.31	35,340.61	83.6%
A1230	County Administrator	242,082.55		242,082.55	172,106.53	70.45	69,905.57	71.1%
A1310	Finance	531,257.50		531,257.50	435,201.68	2,541.00	93,514.82	82.4%
A1320	County Auditor	117,339.57		117,339.57	91,444.12	-	25,895.45	77.9%
A1325	Treasurer	239,891.10		239,891.10	201,131.03	-	38,760.07	83.8%
A1355	Real Property Tax Services	259,066.21		259,066.21	209,526.06	996.34	48,543.81	81.3%
A1410	County Clerk	404,257.50	33,116.04	437,373.54	360,571.81	5,974.08	70,827.65	83.8%
A1411	County Clerk - DMV	474,476.16		474,476.16	376,673.18	443.85	97,359.13	79.5%
A1420	County Attorney	372,541.26	2,225.00	374,766.26	279,361.34	2,049.97	93,354.95	75.1%
A1430	Personnel	599,625.60	50,000.00	649,625.60	457,006.08	3,594.02	189,025.50	70.9%
A1450	Elections	527,520.31		527,520.31	401,221.82	2,619.76	123,678.73	76.6%
A1610	Shared Services	222,000.00	5,499.10	227,499.10	195,659.63	28,519.98	3,319.49	98.5%
A1620	Buildings & Grounds	1,844,945.66	8,494.73	1,853,440.39	1,373,661.42	81,845.94	397,933.03	78.5%
A1680	Information Technology	1,064,652.11	126,370.86	1,191,022.97	805,476.55	49,363.22	336,183.20	71.8%
A1711	Unallocated Judgements/Claims	10,000.00		10,000.00	5,734.33	-	4,265.67	57.3%
A1985	Sales Tax Paid to Other Governments	12,357,900.00		12,357,900.00	12,367,896.59	-	(9,996.59)	100.1%
A2490	Community College Chargebacks	350,000.00		350,000.00	357,636.74	-	(7,636.74)	102.2%
A2495	Sponsor Contributions	1,806,666.00		1,806,666.00	1,806,666.00	-	-	100.0%
A3020	Emergency Response & Communications	2,050,743.60	2,037,016.81	4,087,760.41	2,464,925.56	164,291.18	1,458,543.67	64.3%
A3110	Sheriff	853,800.46		853,800.46	641,399.22	3,968.58	208,432.66	75.6%
A3120	Road Patrol	4,576,997.00	65,511.81	4,642,508.81	3,435,148.82	8,754.61	1,198,605.38	74.2%
A3140	Probation	1,806,109.83		1,806,109.83	1,415,132.55	5,900.30	385,076.98	78.7%
A3150	Jail	5,372,710.32	79,979.97	5,452,690.29	4,093,685.43	67,397.94	1,291,606.92	76.3%
A3315	DWI	65,400.00	35,528.43	100,928.43	39,608.96	15,229.76	46,089.71	54.3%
A3410	Fire/Emergency Management Admin	245,326.67	76,274.66	321,601.33	227,772.69	6,841.02	86,987.62	73.0%
A3510	Animal Control	45,000.36		45,000.36	33,750.27	11,250.09	-	100.0%
A3620	Safety Officer	36,130.00		36,130.00	1,868.25	-	34,261.75	5.2%
A4010	Public Health Admin	1,179,674.00	2,132,925.51	3,312,599.51	1,127,853.85	20,866.39	2,163,879.27	34.7%
A4011	Nursing	489,220.00	488,367.81	977,587.81	618,047.09	1,836.22	357,704.50	63.4%
A4012	Environmental Health	686,108.00	111,577.92	797,685.92	463,446.31	2,477.73	331,761.88	58.4%
A4046	Pre-K	1,869,496.00	(5,592.00)	1,863,904.00	1,506,876.63	280,860.85	76,166.52	95.9%
A4059	Early Intervention	1,141,498.00	72,516.56	1,214,014.56	732,884.50	8,756.93	472,373.13	61.1%
A4050	Child Advocacy Center	156,111.00	308,498.89	464,609.89	303,110.52	6,868.47	154,630.90	66.7%
A4310	Mental Health	5,897,123.17	117,261.40	6,014,384.57	4,870,161.38	245,407.79	898,815.40	85.1%
A5610	Airport	310,899.80		310,899.80	251,677.73	14,663.26	44,558.81	85.7%
A5630	Bus Operations	2,034,734.00	341,124.17	2,375,858.17	802,262.26	2,171.97	1,571,423.94	33.9%
A6010	Social Services	30,268,403.82	60,000.00	30,328,403.82	21,230,888.80	229,171.77	8,868,343.25	70.8%

EXPENDITURE BUDGET VS ACTUAL TO November 31, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
A6293	Workforce Investment		74,000.00	74,000.00	-	-	74,000.00	0.0%
A6410	Occupancy Tax	575,072.26		575,072.26	575,072.26	-	-	100.0%
A6420	Promotion of Industry	449,000.00		449,000.00	449,000.00	-	-	100.0%
A6510	Veterans Service Agency	62,614.86		62,614.86	46,255.77	64.50	16,294.59	74.0%
A6610	Weights & Measure	86,224.08		86,224.08	68,384.69	342.50	17,496.89	79.7%
A6772	Office for the Aging	1,185,439.03	152,187.39	1,337,626.42	907,629.05	37,805.76	392,191.61	70.7%
A6774	Nutrition (OFA)	1,026,385.16	26,943.63	1,053,328.79	705,412.52	67,702.80	280,213.47	73.4%
A7110	Dwyer Park	105,198.20	104,000.00	209,198.20	135,964.07	1,559.31	71,674.82	65.7%
A7312	Youth Bureau	14,335.00	91,686.00	106,021.00	6,774.58	54,328.57	44,917.85	57.6%
A7989	Snowmobile	86,054.00		86,054.00	86,054.00	-	-	100.0%
A8020	Planning	338,741.34	4,494.00	343,235.34	263,485.37	18.52	79,731.45	76.8%
A8710	Conservation Programs	150,000.00		150,000.00	150,000.00	-	-	100.0%
A8750	Agriculture Programs	253,420.00		253,420.00	253,420.00	-	-	100.0%
A9050	Unemployment	100,000.00		100,000.00	-	-	100,000.00	0.0%
A9060	Retiree Health Insurance	4,482,568.00		4,482,568.00	4,787,460.00	-	(304,892.00)	106.8%
A9089	Other Employee Benefits		75,000.00	75,000.00	64,782.76	-	10,217.24	86.4%
A9901	Transfers to County Road Fund	6,297,430.57	300,000.00	6,597,430.57	6,258,171.59	-	339,258.98	94.9%
A9901	Transfer to Special Grant Fund		2,500.00	2,500.00	-	-	2,500.00	0.0%
A9909	Transfers to Capital Projects Fund	320,638.20	2,750.00	323,388.20	57,257.33	-	266,130.87	17.7%
A9710	Debt Service	825,356.00		825,356.00	772,410.65	52,943.75	1.60	100.0%
	Total Expenditures @ 11/30/21	**100,918,247.55**	**7,141,691.63**	**108,059,939.18**	**82,450,466.00**	**1,539,045.59**	**24,070,427.59**	77.7%
SPECIAL GRANT FUND								
CD6290	Grant Administration	196,342.00		196,342.00	139,577.05	-	56,764.95	71.1%
CD6292	Employment & Training	655,415.00		655,415.00	498,965.52	-	156,449.48	76.1%
CD6989	Community Development Block Grant		52,500.00	52,500.00	-	-	52,500.00	0.0%
	Total Expenditures @ 11/30/21	**851,757.00**	**52,500.00**	**904,257.00**	**638,542.57**	**-**	**265,714.43**	70.6%
Self-Insured Benefits Fund		**12,496,774.33**	**3,344.28**	**12,500,118.61**	11,140,639.88	14,650.37	**1,344,828.36**	89.2%
COUNTY ROAD FUND								
D3110	Traffic Division	172,643.21		172,643.21	118,819.93	129.96	53,693.32	68.9%
D5010	County Road Administration	551,744.88		551,744.88	404,273.53	928.50	146,542.85	73.4%
D5020	Engineering	71,489.59		71,489.59	69,440.99	-	2,048.60	97.1%
D5110	Maintenance of Roads	5,605,512.29	(155,800.00)	5,449,712.29	4,642,886.30	125,067.50	681,758.49	87.5%
D5112	Permanent Improvements	1,537,076.00	1,731,783.62	3,268,859.62	2,192,603.15	164,949.05	911,307.42	72.1%
D9710	Debt Service	869,259.00		869,259.00	863,307.58	5,950.00	1.42	100.0%
	Total Expenditures @ 11/30/21	**8,807,724.97**	**1,575,983.62**	**10,383,708.59**	**8,291,331.48**	**297,025.01**	**1,795,352.10**	82.7%

Attachment: January 2022 Finance Committee Reports (10308 : Finance Department Reports)

EXPENDITURE BUDGET VS ACTUAL TO November 31, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
ROAD MACHINERY FUND								
E5130	Machinery	2,273,994.33	396.00	2,274,390.33	1,487,231.97	115,274.26	671,884.10	70.5%
E9710	Debt Service	147,456.00		147,456.00	147,455.50	-	0.50	100.0%
	Total Expenditures @ 11/30/21	**2,421,450.33**	**396.00**	**2,421,846.33**	**1,634,687.47**	**115,274.26**	**671,884.60**	72.3%
SOLID WASTE FUND								
EL8160	Landfill	1,596,957.58	13,223.41	1,610,180.99	1,163,189.25	220,160.55	226,831.19	85.9%
EL8161	Recycling Center	553,643.47		553,643.47	262,701.73	22,295.20	268,646.54	51.5%
EL9710	Debt Service	851,247.00		851,247.00	851,246.50	-	0.50	100.0%
	Total Expenditures @ 11/30/21	**3,001,848.05**	**13,223.41**	**3,015,071.46**	**2,277,137.48**	**242,455.75**	**495,478.23**	83.6%
CAPITAL PROJECTS FUND								
HH5122	Infrastructure	7,141,531.94	191,497.65	7,333,029.59	1,709,165.63	2,435,750.14	3,188,113.82	56.5%
HH5610	Airport	10,000.00	1,877,941.00	1,887,941.00	1,465,330.37	409,707.82	12,902.81	99.3%
	Total Expenditures @ 11/30/21	**7,151,531.94**	**2,069,438.65**	**9,220,970.59**	**3,174,496.00**	**2,845,457.96**	**3,201,016.63**	65.3%
Self-Insured Workers' Compensation Fund		**2,026,454.00**		**2,026,454.00**	1,840,652.96	-	**185,801.04**	90.8%

Cortland County

Revenue Comparison 2018 - 2021 through November 30, 2021

	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
GENERAL FUND				
1010 BOARD OF LEGISLATORS	-	(10,000.00)	(10,000.00)	(10,000.00)
1040 CLERK OF THE LEGISLATIVE BOARD	-	(90.00)	-	-
1165 DISTRICT ATTORNEY	(104,125.00)	(96,738.37)	(38,309.58)	(116,511.82)
1170 PUBLIC DEFENDER	(74,323.93)	(191,190.53)	(615,910.10)	-
1175 ASSIGNED COUNSEL	-	-	(52,737.18)	-
1325 COUNTY TREASURER - Levy	(34,703,304.80)	(35,460,097.29)	(36,415,196.78)	(37,003,555.01)
1325 COUNTY TREASURER	(1,572,545.72)	(1,840,898.38)	(994,547.69)	(1,682,036.30)
1355 REAL PROPERTY TAX SERVICE	(47,043.78)	(45,650.31)	(45,667.69)	(50,308.70)
1410 COUNTY CLERK - CIVIL/RECORDS	(655,617.09)	(686,887.33)	(879,949.70)	(850,410.55)
1411 COUNTY CLERK - MOTOR VEHICLES	(616,299.99)	(656,512.35)	(490,822.09)	(590,803.67)
1420 COUNTY ATTORNEY	(1,082.89)	(2,166.16)	-	-
1430 PERSONNEL - CIVIL SERVICE	(5,842.95)	(7,206.00)	(6,920.50)	(3,340.00)
1450 ELECTIONS	(3,080.78)	(3,821.30)	(56,386.64)	(25,746.76)
1610 TELEPHONE SHARED SERVICE	(202,841.32)	(203,525.42)	(212,867.89)	(188,643.58)
1620 BUILDING & GROUNDS	(258,416.09)	(310,637.43)	(247,090.75)	(218,526.78)
1680 INFORMATION TECHNOLOGY	(37,808.88)	(167,767.85)	(31,644.88)	(40,302.00)
1985 SALES TAX	(24,531,025.94)	(25,764,494.47)	(25,094,157.23)	(30,607,791.00)
3020 EMERGENCY RSP & COMMUNICATION	(796,061.91)	(867,352.05)	(572,494.72)	(480,084.73)
3110 SHERIFF	(124,966.04)	(119,865.00)	(74,907.03)	(59,259.21)
3120 SHERIFF ROAD PATROL	(338,846.05)	(513,334.65)	(406,094.17)	(330,455.76)
3140 PROBATION	(389,630.57)	(337,960.31)	(315,251.98)	(382,860.98)
3150 JAIL	(21,623.86)	(8,324.80)	(25,074.98)	(191,044.31)
3315 STOP DWI	(108,200.34)	(83,373.52)	(61,966.98)	(55,905.16)
3410 FIRE / EMERGENCY MANAGEMENT	(80,876.12)	(69,360.62)	(105,444.78)	(44,088.78)
3625 HANDICAPPED PARKING EDUC FUND	(30.00)	(30.00)	-	-
4010 HEALTH DEPARTMENT ADMIN	(975,250.30)	(907,904.51)	(1,417,063.92)	(1,037,894.67)
4011 NURSING ADMINISTRATION	(840,657.91)	(781,116.75)	(240,022.70)	(109,517.18)
4012 ENVIRONMENTAL HEALTH	(370,957.17)	(349,132.86)	(137,229.84)	(177,456.71)
4046 PRE-K PHCP	(1,372,319.36)	(1,060,165.38)	(862,451.65)	(1,626,998.80)
4050 CAC - CHILD ADVOCACY CENTER DA	(96,673.44)	(137,984.03)	(201,071.83)	(256,582.54)
4059 EARLY INTERVENTION PROGRAM	(550,707.63)	(925,842.88)	(596,211.81)	(450,711.36)
4310 MENTAL HEALTH CENTER	(4,452,394.06)	(4,550,445.54)	(4,340,017.07)	(4,824,987.88)
5610 AIRPORT	(237,143.88)	(237,436.34)	(268,996.64)	(299,944.62)
5630 BUS OPERATIONS	(932,793.41)	(1,484,983.78)	(1,569,183.99)	(900,208.81)
6010 DEPT.OF SOCIAL SERVICES ADMIN	(11,714,832.94)	(10,212,459.14)	(9,421,864.68)	(9,213,312.06)
6410 PUBLICITY/TOURISM	(479,170.62)	(493,247.07)	(276,836.95)	(453,790.14)
6510 VETERANS SERVICE AGENCY	(113,240.37)	(82,250.12)	(29,252.36)	(38,682.32)
6610 SEALER OF WEIGHTS & MEASURES	(22,951.86)	(13,381.58)	(15,754.15)	(12,708.04)
6772 AREA AGENCY ON AGING	(483,053.66)	(566,762.03)	(513,889.92)	(644,814.78)
6774 NUTRITION	(499,849.61)	(554,000.40)	(406,888.69)	(484,795.65)
7110 DWYER PARK	(10,487.10)	(11,757.66)	(525.00)	(10,067.55)
7312 YOUTH BUREAU	(53,272.00)	-	-	(41,022.00)
7622 RETIRED SENIOR VOLUNTEER PROG	(23,154.57)	(40,535.09)	-	-
7989 SNOWMOBILE CLUBS	-	(67,376.40)	(95,616.00)	(95,616.00)
8020 PLANNING	(857.43)	(19,456.35)	(86.00)	(290.00)
8755 FARMLAND PROTECTION	(1,353,652.00)	(5,255.00)	-	-
Total Revenue through November 30, 2021	(89,257,013.37)	(89,948,777.05)	(87,146,406.54)	(93,611,076.21)

	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
SPECIAL GRANT FUND				
1040 CLERK OF THE LEGISLATIVE BOARD	-	(88,477.13)	(28,385.87)	(50,000.00)
6290 WIA GRANT ADMINISTRATION	(629,907.43)	(457,186.62)	(162,642.06)	(147,886.46)
6292 WIA EMPLOYMENT & TRAINING	(566,455.47)	(506,029.81)	(473,424.02)	(541,729.04)
Total Revenue through November 30, 2021	(1,196,362.90)	(1,051,693.56)	(664,451.95)	(739,615.50)
SELF-INSURANCE FUND - EMPLOYEE BENEFITS				
9060 HEALTH	(12,214,515.42)	(12,046,897.32)	(12,731,430.72)	(11,540,736.09)
COUNTY ROAD FUND				
3310 TRAFFIC DIVISION	(1,408.36)	-	-	-
5010 HIGHWAY & STREET ADMIN	(123.12)	(40.71)	(63.61)	(54.54)
5110 MAINTENANCE OF ROADS	(766,780.71)	(804,753.43)	(600,429.31)	(682,933.87)
5112 PERMANENT IMPROVEMENTS	(2,262,420.88)	(2,234,070.49)	(1,023,612.48)	(1,970,375.71)
9901 INTERFUND TRANSFERS	(5,753,163.00)	(4,545,537.65)	(6,086,969.67)	(6,258,171.59)
Total Revenue through November 30, 2021	(8,783,896.07)	(7,584,402.28)	(7,711,075.07)	(8,911,535.71)
ROAD MACHINERY FUND				
5130 MACHINERY	(2,689,822.25)	(2,317,091.27)	(2,254,340.62)	(2,364,931.69)
9901 INTERFUND TRANSFERS	-	-	(16,202.96)	-
Total Revenue through November 30, 2021	(2,689,822.25)	(2,317,091.27)	(2,270,543.58)	(2,364,931.69)
SOLID WASTE FUND				
8160 LANDFILL	(1,780,486.74)	(2,616,014.99)	(2,572,557.40)	(2,570,588.37)
8161 RECYCLING	-	(11,456.40)	(49,999.28)	(78,865.32)
9901 INTERFUND TRANSFERS	-	-	(342,660.63)	-
Total Revenue through November 30, 2021	(1,780,486.74)	(2,627,471.39)	(2,965,217.31)	(2,649,453.69)
CAPITAL ROJECTS FUND				
5122 BRIDGE PROJECTS	(1,401,154.24)	(425,283.15)	(235,744.26)	(1,106,286.09)
5610 AIRPORT	(258,297.92)	(1,377,479.19)	(181,486.21)	(1,265,168.93)
MISCELLANEOUS COMPLETED PROJECTS		(220.95)		
9900 TRANSFER TO/FROM OTHER FUNDS	-	(2,043,929.82)	(10,157.64)	(57,257.33)
Total Revenue through November 30, 2021	(1,659,452.16)	(3,846,913.11)	(427,388.11)	(2,428,712.35)
SELF-INSURANCE FUND - WORKERS' COMPENSATION				
1710 WORKER'S COMP-SELF INSURANCE	(856,648.96)	(1,982,676.76)	(2,150,902.98)	(1,865,839.30)

Cortland County
Expenditure Comparison 2018 - 2021 through November 30, 2021

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
GENERAL FUND					
A10105	COUNTY LEGISLATURE	321,647.91	289,819.96	334,707.43	247,552.96
A10405	CLERK OF THE LEGISLATIVE BOARD	145,195.02	151,577.35	202,224.64	136,082.69
A11655	DISTRICT ATTORNEY	1,015,781.33	899,318.98	782,984.10	749,802.78
A11705	PUBLIC DEFENDER	672,924.86	764,300.26	771,714.62	764,287.26
A11755	ASSIGNED COUNSEL	720,533.06	605,926.13	493,224.90	642,625.86
A11855	CORONERS	215,564.75	137,371.06	173,870.14	165,104.08
A12305	COUNTY ADMINISTRATOR	-	-	145,677.47	172,106.53
A13105	BUDGET & FINANCE	309,916.45	757,935.02	444,652.10	435,201.68
A13205	County Auditor	-	31,850.27	91,177.28	91,444.12
A13255	TREASURER	328,932.09	222,540.98	176,317.41	201,131.03
A13555	REAL PROPERTY TAX SERVICE	238,014.20	226,682.74	228,827.52	209,526.06
A14105	COUNTY CLERK	419,007.64	352,003.65	399,633.09	360,571.81
A14115	COUNTY CLERK - MOTOR VEHICLES	440,032.72	417,365.46	390,379.10	376,673.18
A14205	COUNTY ATTORNEY	351,970.77	344,829.02	243,365.95	279,361.34
A14305	PERSONNEL - CIVIL SERVICE	436,825.44	425,013.13	375,657.17	457,006.08
A14505	ELECTIONS	373,516.72	440,083.47	559,315.66	401,221.82
A16105	TELEPHONE SHARED SERVICE	146,474.60	176,789.03	184,882.44	195,659.63
A16205	BUILDING & GROUNDS	1,764,309.36	1,705,456.83	1,600,030.86	1,373,661.42
A16805	DATA PROCESSING	824,224.06	924,626.94	657,099.29	805,476.55
A17115	LIABILITY INSURANCE RESERVE	19,053.00	3,208.40	-	5,734.33
A19855	SALES TAX	11,060,107.23	6,696,621.77	6,577,594.91	12,367,896.59
A19905	CONTINGENCY	1,699.93	10,637.00	-	-
A24905	COMMUNITY COLLEGE	357,060.13	337,807.33	344,996.99	357,636.74
A24955	CONTRIBUTIONS TC3	1,697,203.71	1,674,131.00	1,757,837.00	1,806,666.00
A30205	EMERGENCY RESPONSE & COMMUNCTN	3,037,348.49	2,623,851.98	2,540,439.12	2,464,925.56
A31105	SHERIFF	902,017.18	669,901.99	636,163.42	641,399.22
A31205	SHERIFF ROAD PATROL	4,210,944.36	4,046,277.47	3,423,960.94	3,435,148.82
A31405	PROBATION	1,791,857.29	1,657,557.32	1,450,881.75	1,415,132.55
A31505	JAIL	4,979,161.80	5,327,772.13	4,181,139.09	4,093,685.43
A33155	STOP DWI	89,989.27	82,301.56	59,048.74	39,608.96
A34105	FIRE / EMERGENCY MANAGEMENT	324,225.74	269,422.83	302,064.71	227,772.69
A35105	SPCA	43,000.00	33,750.27	33,750.27	33,750.27
A36205	SAFETY OFFICE	-	38,732.37	30,410.00	1,868.25
A40105	HEALTH DEPARTMENT	1,724,459.54	973,589.45	923,888.82	1,127,853.85
A40115	NURSING ADMINISTRATION	976,359.14	978,037.28	728,368.01	618,047.09
A40125	ENVIRONMENTAL HEALTH	580,399.60	598,369.44	516,011.35	463,446.31
A40465	PrK Supportive Hlth Svcs	1,564,561.12	1,467,131.27	909,937.60	1,506,876.63
A40505	Child Advocacy Center	117,467.67	115,936.69	200,710.64	303,110.52
A40595	EARLY INTERVENTION PROGRAM	1,002,602.53	1,005,239.14	831,339.59	732,884.50
A43105	MENTAL HEALTH CENTER	5,102,015.97	4,801,304.54	4,476,458.37	4,870,161.38
A56105	AIRPORT	189,109.69	241,281.50	205,228.14	251,677.73
A56305	BUS OPERATIONS	968,842.51	1,235,288.49	1,645,111.04	802,262.26
A60105	DEPT.OF SOCIAL SERVICES ADMIN	26,055,171.49	25,818,143.49	23,392,748.52	21,230,888.80
A64105	PUBLICITY/TOURISM	557,610.63	500,000.00	550,093.00	575,072.26
A64205	PROMOTION OF INDUSTRY	435,827.00	435,827.00	442,364.00	449,000.00
A65105	VETERANS SERVICE AGENCY	129,618.85	89,708.10	45,214.65	46,255.77
A66105	SEALER OF WEIGHTS & MEASURES	60,930.76	102,890.05	57,615.34	68,384.69
A67725	AREA AGENCY ON AGING	1,048,796.89	946,095.10	995,303.71	907,629.05
A67745	NUTRITION	1,185,106.63	1,117,498.97	744,743.04	705,412.52
A71105	DWYER PARK	68,256.94	68,529.96	35,846.52	135,964.07
A73125	YOUTH BUREAU	61,113.63	53,939.05	6,902.56	6,774.58

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
A76225	RETIRED SENIOR VOLUNTEER PROG	115,717.87	110,068.59	-	-
A79895	SNOWMOBILE CLUBS	58,640.40	85,135.95	60,238.08	86,054.00
A80205	PLANNING	344,332.36	339,836.42	274,139.54	263,485.37
A87105	CONSERVATION PROGRAMS	285,093.00	285,093.00	150,000.00	150,000.00
A87505	AGRICULTURE & LIVESTOCK	294,000.00	294,000.00	273,420.00	253,420.00
A87555	Farmland Protection	1,342,200.00	-	-	-
A90505	UNEMPLOYMENT INSURANCE	35,214.25	34,522.49	298,480.52	-
A90605	HEALTH INSURANCE	-	4,177,255.00	5,175,244.00	4,787,460.00
A90895	OTHER EMPLOYEE BENEFITS	-	-	-	64,782.76
A97105	DEBT SERVICE	1,091,729.64	1,262,896.28	1,380,124.14	772,410.65
A99015	I/F Transfer to/from D	4,818,775.00	4,545,537.65	5,532,676.55	6,258,171.59
A99025	TRANSFER TO SOLID WASTE	-	-	342,660.63	-
A99505	TRANSFER TO CAPITAL PROJECTS	-	1,945,098.14	10,157.63	57,257.33
	Total Expenditures @ November 30, 2021	87,452,492.22	85,973,716.74	79,799,054.10	82,450,466.00
SPECIAL GRANT FUND					
CD62905	WIA - GRANT ADMIN EXPENSES	726,034.46	472,934.83	154,421.90	139,577.05
CD62925	WIA - E & T	649,049.56	516,253.78	433,870.31	498,965.52
CD69895	Other Economic Assistance	-	88,477.13	28,385.87	-
	Total Expenditures @ November 30, 2021	1,375,084.02	1,077,665.74	616,678.08	638,542.57
SELF-INSURANCE FUND - EMPLOYEE BENEFITS					
CH90605	HEALTH	10,496,263.09	11,763,977.06	10,929,575.51	11,140,639.88
COUNTY ROAD FUND					
D33105	TRAFFIC DIVISION	107,361.22	157,019.23	113,846.23	118,819.93
D50105	HIGHWAY ADMINISTRATION DIV.	548,396.53	553,040.59	442,535.78	404,273.53
D50205	HIGHWAY ENGINEERING DIVISION	124,698.09	71,135.57	60,547.17	69,440.99
D51105	HIGHWAY MAINTENANCY DIV.	5,310,870.19	4,894,637.84	4,280,065.05	4,642,886.30
D51125	HIGHWAY PROJECTS	1,896,530.58	1,842,951.75	1,487,810.53	2,192,603.15
D97105	DEBT SERVICE	603,771.16	869,191.59	867,726.85	863,307.58
D99015	INTERFUND TRANSFERS	-	-	16,202.96	
	Total Expenditures @ November 30, 2021	8,591,627.77	8,387,976.57	7,268,734.57	8,291,331.48
ROAD MACHINERY FUND					
E51305	HIGHWAY ROAD MACHINERY	1,755,636.04	1,691,471.75	1,447,609.18	1,487,231.97
E97105	DEBT SERVICE	148,101.59	148,006.43	148,041.36	147,455.50
E99015	INTERFUND TRANSFERS	934,388.00	-	554,293.12	-
	Total Expenditures @ November 30, 2021	2,838,125.63	1,839,478.18	2,149,943.66	1,634,687.47
SOLID WASTE FUND					
EL81605	LANDFILL	1,552,540.26	1,329,730.27	1,174,883.41	1,163,189.25
EL81615	RECYCLING	369,118.77	584,987.36	367,599.58	262,701.73
EL97105	DEBT SERVICE	767,220.63	225,750.55	847,281.98	851,246.50
	Total Expenditures @ November 30, 2021	2,688,879.66	2,140,468.18	2,389,764.97	2,277,137.48

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
CAPITAL ROJECTS FUND					
HH16205	BUILDINGS & GROUNDS PROJECTS	(66.54)	-	-	-
HH24985	TC3 CAPITAL EXPENSES	(5,750.00)	-	-	-
HH31505	JAIL ROOF RECONSTRUCTION	-	1,227,162.34	-	-
HH51225	BRIDGE PROJECTS	1,453,357.34	1,252,912.89	268,435.78	1,709,165.63
HH56105	AIRPORT MASTER PLAN UPDATE	281,097.51	1,432,215.01	190,144.81	1,465,330.37
HH71105	DWYER PARK CAPITAL EXPENSE	-	346,276.86	3,027.70	-
	Total Expenditures @ November 30, 2021	1,728,638.31	4,258,567.10	461,608.29	3,174,496.00
SELF-INSURANCE FUND - WORKERS' COMPENSATION					
S17105	LIABILITY INSURANCE RESERVE	1,255,957.46	1,491,816.96	2,035,761.54	1,840,652.96

Cortland County					
Reserve Funds					
				12/31/2020	**11/30/2021**
Reserve Title	**Authorizing Resolution**	**Purpose**	**Funding**	**Balance**	**Balance**
Airport Reserve	269-17	Offset the local match on airport proje	Airport net income	172,965.72	173,047.59
Building & Grounds Capital Project Reserve	324-15	Major building repairs	Sales tax and other transfers/additions as approved by Legislature	584,027.11	1,125,005.38
Correctional Facility Reserve / County Jail Project Reserve	313-15	Repair, construction, capital projects or other related expenses for the correctional facility	Approved additions per Legislature	1,363,777.51	1,364,477.37
Drug Task Force - DA	Nature of Funds	Drug busts/stings	Drug money	12,867.50	13,712.23
DA Forfeitures	Nature of Funds	DA expenditures	Forfeitures	43,165.69	44,999.96
DOJ Equitable Sharing Program - DA	Nature of funds	DA expenditures	Federal forfeitures	4,568.70	4,568.70
Debt Reduction Reserve	226-18	Reduce debt	Funding for this reserve was ended with 294-20 as the County currently does not have any debt it can "pre-pay" or pay-off	77,691.28	77,730.55
Don Sharpe Fund	Nature of Funds	Mental Health expenditures	This was created by a one time donation from the Don Sharpe estate	149,718.66	149,746.04
DWI Reserve	Nature of Funds	Non-grant funded DWI expenditures	Non-grant DWI revenues	19,570.08	19,578.14
Dwyer Park Memorial Repair Reserve	436-17; 206-18	Cost of repairs & labor to repair main pavilion; amended to include repairs to all facilities & structures in the park	Approved additions per Legislature	42,117.15	28,404.04
Emergency Communications Towers Bond Reserve	226-18	Tower Bond debt service	Sales tax	27,774.89	-0-
Emergency Response & Communications Radio Tower Reserve	194-16	Maintenance of radio towers	Rental revenue from rental of towers by NYS Police and CBP	39,184.55	17,998.74
Farmland Protection Reserve	124-07	Monitoring Farmland Protection grants	Stewardship monies from farmland protection grant	45,279.01	45,311.15
Motor Vehicle Equipment Reserve	200-11; 37-14	Offset operating or capital expenses related to Section 5311 (transportation)	Sale of used buses purchased with Secton 5311 funding	23,222.67	18,744.39

Occupancy Tax Reserve	Nature of Funds	Annual payment to Tourism Bureau and for tourism related expenditures	Occupancy tax, including the County's 10% share	1,195,531.23	809,092.31
Retirement Contribution Reserve	411-04	Retirement expenditures	Unspent retirement budget	3,658,405.76	3,658,463.44
Sheriff Forfeitures	Nature of Funds	Sheriff expenditures	Forfeitures	41,042.99	41,042.99
Sheriff Inmate Phone	Nature of Funds	Jail expenditures	Inmate use of jail phones	92,538.96	123,558.31
Sheriff's Special Program Reserve	317-15	K-9 program	Donations for the K-9 program	1,057.60	1,208.40
Vehicle Repair/Replacement Reserve	107-15	Vehicle related costs	Proceeds from auctioned vehicles purchased through General Fund	76,195.30	76,250.91
Weights & Measures Prover Reserve	51-16; 258-20	Replacement of prover, repairs & maintenance of prover or purchase of capital equipment for Weights & Measures	Annual Weights & Measures penalty interest and prover rental revenue	3,807.02	5,209.16
Landfill Closure Reserve	533-88; 458-16	Landfill closure liability funding	Per ton fee	652,278.16	652,167.72
Landfill Equipment Reserve	533-88; 459-16	Replacement of landfill equipment	Per ton fee	444,852.11	445,146.09
NOTE:					
County Jail Project Reserve	Resolution 50-21 authorized the use of up to $62,284 for the replacement of exterior security doors at the jail. This repair is in process and the actual cost has not yet been determined or deducted from the reserve				
County Jail Project Reserve	Resolution 333-21 authorized the use of up to $65,191 for the replacement of 2 boilers at the jail. This repair is in process and the actual cost has not yet been determined or deducted from the reserve				
Occupancy Tax Reserve	$323,945.18 to be given to Tourism Bureau in 2022 and $404,237.90 to November 30, 2021 to be given in 2023 plus $80,909.23 for County admin				

Attachment: January 2022 Finance Committee Reports (10308 : Finance Department Reports) munis a tyler erp solution

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FOR 2021 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A13105 BUDGET & FINANCE							
A13105 51005 PERS SERV	273,164	0	273,164	258,579.77	.00	14,584.44	94.7%
A13105 54000 TELEPHONE	848	0	848	693.60	.00	154.40	81.8%
A13105 54001 COPY/PRINT	700	1,883	2,583	2,582.71	.00	.29	100.0%
A13105 54005 Off Supp	3,000	-865	2,135	1,606.43	.00	528.32	75.3%
A13105 54015 Maint Agmt	54,557	0	54,557	54,098.07	.00	459.29	99.2%
A13105 54020 POSTAGE	3,000	0	3,000	2,730.19	.00	269.81	91.0%
A13105 54035 ED & TRAIN	4,000	-3,390	610	450.93	.00	158.91	73.9%
A13105 54040 DUES/MEMBE	400	200	600	600.00	.00	.00	100.0%
A13105 54045 Travel	500	-450	50	.00	.00	50.00	.0%
A13105 54055 PROF SERV	48,750	1,969	50,719	50,719.00	.00	.00	100.0%
A13105 54060 LEGAL ADV	50	432	482	.00	482.25	.00	100.0%
A13105 54070 Liab Ins	2,316	89	2,404	2,404.37	.00	.00	100.0%
A13105 54213 I/D COPIER	565	0	565	565.20	.00	.00	100.0%
A13105 54998 SUSPENSE	0	0	0	4,284.95	.00	-4,284.95	100.0%*
A13105 58020 RETIREMENT	38,243	0	38,243	.00	.00	38,242.96	.0%
A13105 58030 FICA	20,897	0	20,897	18,377.85	.00	2,519.19	87.9%
A13105 58040 WRKS COMP	9,975	133	10,108	10,107.58	.00	.00	100.0%
A13105 58060 HEALTH INS	69,853	0	69,853	66,412.71	.00	3,439.87	95.1%
A13105 58062 DENTAL INS	361	0	361	361.70	.00	-.74	100.2%*
A13105 58065 VISION INS	78	0	78	77.95	.00	.45	99.4%
TOTAL BUDGET & FINANCE	531,258	0	531,258	474,653.01	482.25	56,122.24	89.4%
TOTAL EXPENSES	531,258	0	531,258	474,653.01	482.25	56,122.24	
GRAND TOTAL	531,258	0	531,258	474,653.01	482.25	56,122.24	89.4%

** END OF REPORT - Generated by Andrea Herzog **

Attachment: Finance Department Budget vs Actual to 12-31-21 (unaudited) (10308 : Finance Department

Cortland County
Finance Department
January 2022

Staff from Insero, the County's external audit firm, were at the County Office Building the first week of January 2022 performing interim procedures on internal controls and for the County's 2021 single audit. The Finance Department is working with County departments in order to ensure expenditures and revenues are reported in the proper year. Departments have been notified that all invoices relating to 2021 need to be received in the Finance Department no later than February 28, 2022 and all revenues related to 2021 need to be received by the Finance Department no later than March 31, 2022 in order to be reported as 2021 expenditures and revenues. The annual update document is due to New York State Office of the State Comptroller no later than April 30, 2022 and the single audit report is due to the federal government no later than September 30, 2022.

I have been working with the Deputy Director of IT and the Buildings & Grounds Supervisor to find a computer program which will suit all of the needs of the County related to capital asset tracking and reporting and maintenance scheduling and tracking. So far, we have not been able to find a program which will suit all of our needs but we are still looking.

Other items to note:

- Sales tax for the year ended 2021 is up $6,123,052.68 or 19.78% from 2020. Compared to 2019, sales tax is up $6,004,936.05 or 19.33%.
- In 2021, the State started diverting monies for the distressed provider fund. To date these diversions have totaled $320,522.20. An additional $45,993.78 is expected to be diverted in January 2022.
- In addition to the above diversions, starting in 2020, AIM-related payments were diverted in May 2020 and May 2021 in the amount of $28,450 each year. An additional $151,805 was diverted in December of 2020 and 2021.
- 4th quarter sales tax in the amount of $3,995,530.48 will be paid to municipalities February 2, 2022.
- Two FEMA COVID-19 related applications totaling approximately $74,000 are currently in the review phase.

Cash is invested in interest bearing savings accounts and money markets with NYCLASS, Tompkins Trust Company, Key Bank and NBT Bank. Below is the total of all cash accounts by financial institution as of November 30, 2021.

Key Bank	$	1,000.00
NBT Bank		10,886,338.46
NYCLASS		4,044,256.37
Tompkins Trust Company		24,845,104.81
Total Cash in Banks	$	39,776,699.64

General Fund reserves totaled $7,798,150 at November, 2021. Unreserved General Fund cash totaled $23,652,832, of which $4,490,912 is American Rescue Plan funding restricted for purposes to be determined.

Cortland County

YEAR-TO-DATE BUDGET REPORT

FOR 2021 99

ACCOUNTS FOR: A GENERAL FUND

ACCOUNT	DESCRIPTION	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
A135542 REAL PROPERTY TAX SERVICE								
A135542 41289	DEPARTMENTAL FEES	-34,000.00	0.00	-34,000.00	-37,350.20	0.00	3,350.20	109.9%
A135542 42210	GENERAL SERV, OTHER GOVTS	-14,100.00	0.00	-14,100.00	-14,100.00	0.00	0.00	100.0%
	TOTAL REAL PROPERTY TAX SERVICE	-48,100.00	0.00	-48,100.00	-51,450.20	0.00	3,350.20	107.0%
A135543 REAL PROPERTY TAX SERVICE								
A135543 43089	State Aid - Other	-500.00	0.00	-500.00	-1,823.00	0.00	1,323.00	364.6%
	TOTAL REAL PROPERTY TAX SERVICE	-500.00	0.00	-500.00	-1,823.00	0.00	1,323.00	364.6%
A13555 REAL PROPERTY TAX SERVICE								
A13555 51005	PERSONAL SERVICES	139,042.20	0.00	139,042.20	131,633.95	0.00	7,408.25	94.7%
A13555 54000	TELEPHONE	424.00	0.00	424.00	334.88	0.00	89.12	79.0%
A13555 54001	COPYING/PRINTING	925.00	-925.00	0.00	0.00	0.00	0.00	.0%
A13555 54005	Office Materials & Supplies	5,000.00	-403.00	4,597.00	3,963.25	0.00	633.75	86.2%
A13555 54007	Janitorial Materials & Supp	100.00	0.00	100.00	11.46	0.00	88.54	11.5%
A13555 54015	Maintenance Agreements	5,904.00	958.26	6,862.26	5,967.66	0.00	894.60	87.0%
A13555 54020	POSTAGE	600.00	0.00	600.00	454.33	0.00	145.67	75.7%
A13555 54035	EDUCATION & TRAINING	600.00	1,223.00	1,823.00	1,823.00	0.00	0.00	100.0%
A13555 54040	ASSOC/MEMBERSHIP DUES	275.00	0.00	275.00	275.00	0.00	0.00	100.0%

Cortland County

YEAR-TO-DATE BUDGET REPORT

FOR 2021 99

ACCOUNTS FOR: A GENERAL FUND

ACCOUNT	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
A13555 54065 EQUIP RENT / LEASES	9,232.00	-1,778.26	7,453.74	7,453.74	0.00	0.00	100.0%
A13555 54070 INSURANCE	3,320.10	0.00	3,320.10	1,695.15	0.00	1,624.95	51.1%
A13555 54213 I/D COPIER	830.00	925.00	1,755.00	1,192.94	0.00	562.06	68.0%
A13555 54444 FEES & PERMITS	14,180.00	0.00	14,180.00	14,180.00	0.00	0.00	100.0%
A13555 58020 RETIREMENT	19,465.91	0.00	19,465.91	0.00	0.00	19,465.91	.0%
A13555 58030 FICA	10,636.73	0.00	10,636.73	9,258.70	0.00	1,378.03	87.0%
A13555 58040 WORKERS COMP	5,985.00	0.00	5,985.00	6,064.55	0.00	-79.55	101.3%
A13555 58060 HEALTH INS	42,236.35	0.00	42,236.35	40,491.50	0.00	1,744.85	95.9%
A13555 58062 DENTAL INS	270.72	0.00	270.72	261.00	0.00	9.72	96.4%
A13555 58065 VISION CARE BENEFITS	39.20	0.00	39.20	56.25	0.00	-17.05	143.5%
TOTAL REAL PROPERTY TAX SERVICE	259,066.21	0.00	259,066.21	225,117.36	0.00	33,948.85	86.9%
TOTAL GENERAL FUND	210,466.21	0.00	210,466.21	171,844.16	0.00	38,622.05	81.6%
TOTAL REVENUES	-48,600.00	0.00	-48,600.00	-53,273.20	0.00	4,673.20	
TOTAL EXPENSES	259,066.21	0.00	259,066.21	225,117.36	0.00	33,948.85	

Cortland County

YEAR-TO-DATE BUDGET REPORT

FOR 2021 99

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL	210,466.21	0.00	210,466.21	171,844.16	0.00	38,622.05	81.6%

** END OF REPORT - Generated by Laura Fox **

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CORTLAND COUNTY
REAL PROPERTY TAX SERVICES

60 CENTRAL AVENUE
CORTLAND, NY 13045
607-753-5040

December Activity Review:

- Total revenue breakdown collected for 2021:

Sale of maps/surveys	272.75
Sales Cards subscribers	1,475.50
Image Mate online subscriptions	23,877.00
Miscellaneous (includes school tax bill processing, State funding for transmitting RP-5217's, purchases of tax bill extract file, reports and labels)	13,314.70
TOTAL:	$38,939.95

- Director completed another mandatory training classes for basic certification; total required courses to be taken is 10—completed 8.
- Created and printed 17,237 Town/County tax bills and collectors copies for 15 towns, including folding and inserting bills into envelopes.
- Created tax bill extract files for tax collectors, County Treasurer, State of NY and escrow companies.
- Created extract file for City of Cortland Code Office.
- Processed 149 deeds for the month of November, including 6 property splits.
- Assisted 15 individuals and businesses with purchasing a subscription to Image Mate online.
- Created 77 Sales Cards for local Realtors.
- Highest sale price paid for real property in the month of November was $1,700,000 for a car wash on Route 13 in the town of Cortlandville.