



Finance & Administration Committee

Committee Meeting

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

~ Agenda ~

Thursday, February 16, 2023

10:00 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=me19ae073c6f27d74224830fa50d2e768>

Thursday, Feb 16, 2023 10:00 am | 2 hours

Meeting number: 2344 843 3902

Password: XbVDHCUY852

Join by phone

+1-415-655-0001 US Toll

Access code: 234 484 33902

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Sandra Price	☐	☐	☐	
Committee Chair George Wagner	☐	☐	☐	
Committee Member Linda Jones	☐	☐	☐	
Committee Vice Chair Christopher Newell	☐	☐	☐	
Committee Member Beau Harbin	☐	☐	☐	
Committee Member Richard Stock	☐	☐	☐	
Committee Member Mitchel Eccleston	☐	☐	☐	

MINUTES

1. Finance & Administration Committee - Committee Meeting - Jan 17, 2023 10:00 AM

RESOLUTIONS

ON MOTION OF WAGNER

AGENDA ITEM NO. 1

Distribution of Fourth Quarter 2022 Sales Tax

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 provided for quarterly, AND

WHEREAS, the 2022 fourth quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for fourth quarter 2022 to be \$10,079,239.67, AND

WHEREAS, the total amount available for distribution is \$9,704,239.67, 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 (\$670,000.00) is to be withheld from the quarterly distribution, AND

WHEREAS, Cortland County receives (54%), or \$5,240,289.42 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 2022 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
Cortland, City of	\$1,722,502.54	\$-0-	\$1,722,502.54	\$-0-
Cincinnati, Town of	\$80,466.11	\$-0-	\$80,466.11	\$-0-
Cortlandville, Town of	\$860,660.05	\$-0-	\$860,660.05	\$-0-
Cuyler, Town of	\$73,307.00	\$(28,750.00)	\$44,557.00	\$-0-
Freetown, Town of	\$55,114.30	\$-0-	\$55,114.30	\$-0-
Harford, Town of	\$87,148.16	\$-0-	\$87,148.16	\$-0-
Homer, Town of	\$293,514.50	\$-0-	\$293,514.50	\$-0-
Homer, Village of	\$208,763.50	\$-0-	\$208,763.50	\$-0-
Lapeer, Town of	\$113,625.91	\$(77,500.00)	\$36,125.91	\$-0-
Marathon, Town of	\$87,102.12	\$-0-	\$87,102.12	\$-0-
Marathon, Village of	\$44,020.70	\$-0-	\$44,020.70	\$-0-
McGraw, Village of	\$38,233.74	\$-0-	\$38,233.74	\$-0-
Preble, Town of	\$149,547.68	\$-0-	\$149,547.68	\$-0-
Scott, Town of	\$88,714.66	\$-0-	\$88,714.66	\$-0-
Solon, Town of	\$81,986.35	\$-0-	\$81,986.35	\$-0-
Taylor, Town of	\$48,103.34	\$-0-	\$48,103.34	\$-0-
Truxton, Town of	\$105,878.91	\$-0-	\$105,878.91	\$-0-
Virgil, Town of	\$253,961.15	\$(16,250.00)	\$237,711.15	\$-0-
Willet, Town of	\$71,299.53	\$-0-	\$71,299.53	\$-0-
Total	\$4,463,950.25	\$(122,500.00)	\$4,341,450.25	\$-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. Finance & Administration Committee Members may request any item be pulled from the consent agenda for further discussion and separate vote.

Referred from Building & Grounds Committee

ON MOTION OF HEIDER

AGENDA ITEM NO. 1

Authorize Agreement with Bell & Spina Architects for Cortland County Courthouse Renovations for City Court Move - Buildings & Grounds Department

WHEREAS, Cortland County requested proposals for Architectural services to accommodate City Court renovations at the Cortland County Court House, AND

WHEREAS, Cortland County received 3 proposals from Architectural firms, AND

WHEREAS, the proposal submitted by Bell and Spina Architects of 215 Wyoming Street, Syracuse, NY 13204 was the only proposal to include a total cost on services identified, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed the proposal and has recommended moving forward with this proposal, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with Bell and Spina Architects of 215 Wyoming Street, Syracuse, NY 13204 for a cost not to exceed \$109,150.00, AND BE IT FURTHER

RESOLVED, the 2023 budget be amended as follows:

INCREASE:

A162043.43021 COURT FACILITIES INCENTIVE \$109,150.00

A16205.52320 BUILDING IMPROVEMENTS \$109,150.00

ON MOTION OF HEIDER

AGENDA ITEM NO. 2

Amend Resolution No. 196-22 Authorizing Agreement with KONE, Inc. for Courthouse Elevator Replacement - Buildings and Grounds Department

WHEREAS, Resolution No. 196-22 authorized the County Administrator to execute a contract, for an amount not to exceed \$250,000, with KONE, Inc. of 836 North State Street, Syracuse, New York 13208 for the replacement of the elevator at the Cortland County Courthouse, AND

WHEREAS, the cost of the elevator replacement came in at a cost of \$265,000, NOW THEREFORE BE IT

RESOLVED, that Resolution No. 196-22 be and hereby is amended to authorize the County Administrator, upon approval of the County Attorney, or their designee, to execute a contract for an amount not to exceed \$265,000, with KONE, Inc. of 836 North State Street, Syracuse, New York 13208 for the replacement of the elevator at the Cortland County Courthouse, AND BE IT FURTHER

RESOLVED, the 2023 budget be amended as follows:

INCREASE:

A16205.52320 BUILDING IMPROVEMENTS \$15,000

A359900 APPROPRIATED FUND BALANCE \$15,000

Referred from Health & Human Services

ON MOTION OF PRICE

AGENDA ITEM NO. 3

Authorize Agreement Code Blue Behavioral Health and Security Services - Department of Social Services

WHEREAS, the Cortland County Department of Social Services desires to purchase on-site behavioral health services to promote the safety and well-being of individuals placed in emergency shelter settings including motels and warming centers, AND

WHEREAS, Family Counseling Services and Liberty Resources are authorized providers of behavioral health counseling services, AND

WHEREAS, circumstances involving guests placed under New York State Code Blue regulations have resulted in the need for on-site behavioral health services, AND

WHEREAS, the \$12,000 needed for these agreements from February 24, 2023 - April 30, 2023 has been approved to be reimbursed as New York State Code Blue funding, AND

WHEREAS, the Cortland County Department of Social Services desires to purchase security services to monitor and promote the safety of individuals placed in emergency shelter settings including motels and warming centers, AND

WHEREAS, the services of a professional security company are being sought, AND

WHEREAS, circumstances involving guests placed under New York State Code Blue regulations have resulted in the need for on-site security, AND

WHEREAS, the \$38,000 needed for this Agreement from February 24, 2023 - April 30, 2023 has been approved to be reimbursed as New York State Code Blue funding, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, be and hereby is authorized to enter into an agreement for the time period February 24, 2023 - April 30, 2023 with Family Counseling Services and/or Liberty Resources for a combined amount not to exceed \$12,000, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, be and hereby is authorized to enter into an agreement for the time period February 24, 2023 - April 30, 2023 with a security company approved by the County Administrator and Commissioner of Social Services in an amount not to exceed \$38,000, AND BE IT FURTHER

RESOLVED, that the 2023 County Budget be amended as follows:

Increase:

Expense:

A60105.54800.4696

Code Blue

\$50,000.00

Revenue:

ON MOTION OF PRICE**AGENDA ITEM NO. 4****Calling on the State of New York to Continue to Pass-Thru Federal Affordable Care Act Enhanced Federal Medicaid Assistance Percentage Funds**

WHEREAS, the State Fiscal Year (SFY) 2024 State Budget proposal would end the Affordable Care Act (ACA) enhanced Federal Medical Assistance Percentage (eFMAP) federal pass-thru to counties and New York City, AND

WHEREAS, the State is proposing to keep all of these federal savings going forward and use them to cover further expansions of Medicaid eligibility and benefits and to increase payments to health care providers, AND

WHEREAS, the elimination of this ACA eFMAP federal pass-thru will require the 57 counties to spend at least \$280 million more in SFY 2024, and approximately \$1 billion when New York City is included, AND

WHEREAS, the SFY 2024 costs to counties and New York City are scheduled to grow by 30 percent by SFY 2027, AND

WHEREAS, it is the strong view of Cortland County that congress intended these federal savings to be shared with counties proportional to the amount they contributed toward the nonfederal Medicaid match, AND

WHEREAS, since 2003, the state has shared the funds proportionally based on our analysis of savings we have received during periods when an enhanced federal Medicaid match was enacted by Congress, AND

WHEREAS, enacted in 2011, the Medicaid statutory cap for all 62 counties is \$7.6 billion. The Medicaid statutory cap for the 57 counties outside of New York City is \$2.25 billion, AND

WHEREAS, the additional unbudgeted cost to Cortland County for the remainder of 2023 would amount to over \$700,000, AND

WHEREAS, starting in SFY 2014, New York began sharing these federal ACA savings directly with counties. The savings for a year were provided by lowering the weekly payments each county and NYC make to the state to support the State's Medicaid program. Through February 1, 2023, the state continues to share the federal savings from the ACA eFMAP with the 57 counties and NYC, AND

WHEREAS, Cortland County strongly disagrees with the need to cut county funding so deeply when the Governor's budget proposes to fully fund its own reserves two years ahead of schedule by depositing \$5.4 billion into reserves before the end of SFY 2023, while also projecting a general fund surplus of \$35 billion by the end of SFY 2024, NOW THEREFORE

BE IT RESOLVED, that Cortland County calls on the State to continue to share these federal funds with counties as has been the precedent for over 20 years, AND BE IT FURTHER

RESOLVED, that the Clerk of the Cortland County Legislature shall forward copies of this resolution to the Governor of the State of New York, the New York State Legislature, the New York State Congressional Delegation, and all others deemed necessary and proper.

ON MOTION OF PRICE

AGENDA ITEM NO. 5

Amend 2023 Budget - Carryover Consolidated Appropriations Act for Nutrition Services Grant Funding - Area Agency on Aging

WHEREAS, the New York State Office for the Aging has made available funds under HDC5 of the Consolidated Appropriations Act for Nutrition Services, for the period April 1, 2021 through September 30, 2023, for the purpose of COVID disaster relief services, AND

WHEREAS, the grant had funds in the amount of \$1,516.15 remaining at the end of 2022, which need to be carried over to the 2023 budget in order to be expended within the remainder of the grant year, NOW THEREFORE BE IT

RESOLVED, that the 2023 County Budget be and hereby is amended as follows:

Increase:

Revenues:

A677444-44772-HDC5	Federal Aid	\$1,516.15
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Expenses:

A67745-52015-HDC5	Department Specific Equipment	\$1,321.15
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A67745-54040-HDC5	Association/Membership Dues	\$195.00
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ON MOTION OF PRICE

AGENDA ITEM NO. 6

Authorize Contracts/Delegate Authority - Use of Community Impact Dollars for HEALing Community Study - Mental Health Department

WHEREAS, the Cortland County Mental Health Department has been awarded \$267,250 in one-time Community Impact Dollars (CID) as part of the Columbia HEALing Community Study (HCS), AND

WHEREAS, the HCS leadership committee has designated the funds to be used for funding evidence-based practices and communications interventions matching the approved action plan, AND

WHEREAS, it is the recommendation of the Health and Human Services Committee to authorize the Cortland County Administrator, Chair of the Cortland County Legislature's Health and Human Services Committee and the Director of Community Services for Cortland County to approve the designation of funds to various Cortland County contracted agencies, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator, Chair of the Cortland County Legislature's Health and Human Services Committee and the Director of Community Services for Cortland County will approve the designation of funds to various Cortland County contracted agencies, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to execute agreements with approved county contracted agencies for these funds, AND BE IT FURTHER

RESOLVED, the Treasurer is authorized to pay the approved county contracted agencies from the appropriate expense account.

Referred from Judiciary & Public Safety Committee

Referred from Highway Committee

Referred from Government Operations Committee

Referred from Ag/Planning/Environmental Committee

ON MOTION OF HARBIN

AGENDA ITEM NO. 7

Reallocate Salary Grade - Director of Planning

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

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

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

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

MONTHLY REPORTS

1. Treasurer Monthly Report
2. Real Property Tax Services Monthly Report

DISCUSSION ITEMS

1. 2022 Sales Tax Comparison & Debt Service
2. Volunteer Emergency Worker Tax Exemption
3. Possible Changes to APE Committee Name, Duties and Oversight
4. Municipal Use of American Rescue Plan Funding

Adjournment