



Finance & Administration Committee

Committee Meeting

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

~ Agenda ~

Tuesday, April 13, 2021

10:00 AM

Board Room

CALL TO ORDER

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

MINUTES

1. Finance & Administration Committee - Committee Meeting - Mar 16, 2021 10:00 AM

RESOLUTIONS

County Treasurer

ON MOTION OF WAGNER

AGENDA ITEM NO. 1

Reject Bids for Property Tax Foreclosure Auction Services

WHEREAS, the Cortland County Treasurer advertised and received bids for Property Tax Foreclosure auction services, AND

WHEREAS the County received bids from the following auctioneers;

Absolute Auctions, 45 South Ave. Pleasant Valley NY 12569

Auctions International, 11167 Big Tree Road, East Aurora, NY 14052

Collar City Auctions Realty & Mgmt., 9423 Western Tpke. Delanson, NY 12053

Mel Manasse & Sons Auctionners, LLC., 12 Henry St., PO Box 738, Whitney Point, NY 13862

AND

WHEREAS, the COVID-19 Pandemic has forced a need to reevaluate the manner in which Cortland County property tax foreclosure auctions are conducted; including but not limited to conducting such auctions remotely via the internet, AND

WHEREAS, the scope of the County's request for proposals for property tax foreclosure auctioneer services did not include provisions for remote auctions and were not requested, AND

WHEREAS, it is in the County's best interest to revise the scope of services for property tax foreclosure auctioneer services and advertise accordingly, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby formally rejects all bid proposals for Property Tax Foreclosure Auctioneer services and directs the County Treasurer to revise the scope of services and advertise for Property Tax Foreclosure Auctioneer services for Cortland County tax foreclosure auctions for tax years 2019, 2020, 2021, and 2022.

County Administrator

ON MOTION OF WAGNER

AGENDA ITEM NO. 2

Authorize Semi-Annual Mortgage Tax Collections Disbursement to Various Municipalities for the Period of October 1, 2020-March 31, 2021

WHEREAS, in accordance with NYS Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for October 1, 2020-March 31, 2021, has been prepared and submitted by the Cortland County Clerk and has been approved by the NYS Department of Taxation and Finance, AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Treasurer, AND

WHEREAS, the mortgage tax has been calculated to apportion the basic mortgage between the towns and villages, NOW THEREFORE BE IT

RESOLVED that the Cortland County Legislature authorize the County Treasurer to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by electronic bank deposit based on the request of the receiving municipality.

Cortland, City of	\$249,683.55	
Cncinnatus, Town of	7,692.82	
Cortlandville, Town of	155,769.15	
McGraw, Village of		4,434.94
Homer, Village of		482.06
Cuyler, Town of		9,833.70
Freetown, Town of	6,307.66	
Harford, Town of	6,489.22	
Homer, Town of	38,930.70	
Homer Village of		29,237.23
Lapeer, Town of	10,654.86	
Marathon, Town of	7,442.19	
Marathon, Village of	4,081.80	
Preble, Town of	17,669.44	

Scott, Town of	6,709.83
Solon, Town of	6,076.79
Taylor, Town of	897.88
Truxton, Town of	7,424.78
Virgil, Town of	28,128.05
Willet, Town of	3,659.71
TOTAL	\$601,606.36

Real Property

Director of Budget and Finance

Manager of Audit and Financial Projects

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 2

Authorize Agreement Between Cortland County and the New York Nurse's Association

WHEREAS, the Cortland County and New York State Nurse's Association (NYSNA) negotiating committees have not been able to meet to negotiate a new contract due to COVID-19, AND

WHEREAS, the parties have agreed to a one year extension of the current contract effective July 1, 2021 to June 30, 2022, AND

WHEREAS, NYSNA has ratified the contract extension, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the extension of the current contract between the County and NYSNA effectively July1, 2021 to June 30, 2022.

Discussion Items

3. Audit Communication Letter

Monthly Reports

4. Finance Department Monthly Report
5. Audit Department Monthly Budget Report

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 Judiciary & Public Safety Committee

ON MOTION OF PRICE

AGENDA ITEM NO. 1

Amend the 2021 Budget Related to the Lease of Sheriff's Department Vehicles - Sheriff's Department

WHEREAS, the Cortland County Sheriff's Department leased vehicles in 2020, AND

WHEREAS, due to the impact of the COVID-19 pandemic, the vehicles were not received until December of 2020, and therefore the vehicles were not placed into service until 2021, AND

WHEREAS, the Sheriff's Department incurred expenses for the leased vehicles in 2021, NOW THEREFORE BE IT

RESOLVED, the Cortland County Sheriff's 2021 budget be amended as follows:

Increase 2021:

A31205.54301	Leased Equipment	\$20,000
A31505.54301	Leased Equipment	\$2,500
A31205.54765	Judgment & Claims	\$2,240
A359900	Appropriated Fund Balance	\$24,740

Referred from Ag/Planning/Enviromental Committee

ON MOTION OF FITCH

AGENDA ITEM NO. 2

Amend 2021 Budget to Accept New York State Operating Assistance (STOA) State Funding Year 2020- 21 "Clean Up" Funding New York State Department of Transportation Federal Section 5311 - Planning Department

WHEREAS, the Public Transportation Bureau has sent vouchers to the New York State Comptroller that distributes the SFY 2020-2021 State Wide Mass Transportation Operating Assistance (STOA) "Clean Up" payments to the upstate formula bus systems. These payments distribute the remaining 2020-2021 STOA appropriation balances for the upstate formula bus systems, AND

WHEREAS, the County has received SFY 2020-2021 STOA "Clean Up" payment of \$89,288.10 from the New York State Department of Transportation under Federal Section 5311 for transit operating assistance AND

WHEREAS, the Budget and Finance has adjusted the Revenue account A563044.44589 to indicate the acceptance of the funding, AND

WHEREAS, the Budget and Finance has adjusted the Expense account A56305.54081, AND

WHEREAS, to continue this program for the period of January 1, 2021 to December 31, 2021, NOW THEREFORE BE IT

RESOLVED, the Cortland County Board of Legislature authorizes the release said payment to First Transit and create the following 2021 budget modification.

	<u>CURRENT</u>	<u>CHANGE</u>	<u>REVISED</u>
Expense: Bus Operations Program Expense			
Increase A56305-54800	\$772,448	+\$89,288.10	\$861,736.10

Revenue: 5311 STOA Passenger and Miles
Decrease A563044.43589

\$516,948 +\$89,288.10 \$606,236.10

ON MOTION OF FITCH

AGENDA ITEM NO. 3

Create the Position of Cortland County Mobility Manager - Health Department

WHEREAS, the needs of the County will be better served by creating one full time position of Mobility Manager, AND

WHEREAS, the funding for this position will be provided through grants, AND

WHEREAS, Agriculture, Planning & Environmental Committee, the Health and Human Services Committee and the Finance and Administration Committees recommend the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one position of Mobility Manager (Management, Grade 11, \$41,494-\$50,484/year, competitive class) be created effective April 23, 2021 at 12:01 A.M., with approval to fill, AND BE IT FURTHER

RESOLVED, that maintaining said position in the future is contingent upon continued grant funding.

ON MOTION OF FITCH

AGENDA ITEM NO. 4

Authorize the County Administrator to Sign Contracts for Transit Display Advertising on County-Owned Buses - Planning Department

WHEREAS, Cortland County-owned buses have space for transit display advertising, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator in conjunction with the County Mobility Manager to administer the transit display advertising contracts, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized and directed to sign agreements for transit display advertising on County-owned buses.

Referred from Health & Human Services

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 5

Amend 2021 Budget/Authorize Agreement with New York State Office of Mental Health to Accept Systems of Care Mini-Grant Funds - Mental Health Department

WHEREAS, the New York State Office of Mental Health has awarded the Cortland County Mental Health Department a Systems of Care Mini-Grant in an amount not to exceed \$25,000 to invest in software and equipment for a Systems Of Care platform, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is hereby authorized and directed to sign an agreement with the Office of Mental health to accept these funds, AND BE IT FURTHER

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

Increase:

Revenue:

A43104.44490.4200	\$25,000.00
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Expense:

A43105.52060.4200	\$25,000.00
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Referred from Building & Grounds Committee

Referred from Government Operations Committee

ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 6

**Authorize Contract with the Cortland Enlarged Central School District for Use Voting Machines
for School Board Elections & Budget Vote - Board of Elections**

WHEREAS, Resolution No. 92-19 authorized a two-year contract with Cortland County School Districts and the Cortland County Board of Elections to conduct said elections, AND

WHEREAS, the Board of Elections and the Cortland Enlarged City School District wish to enter into a new two year contract, AND

WHEREAS, the County has established rates for the use of voting machines, AND

WHEREAS, all revenue received from the from the rental of said voting machines shall be deposited into account # A145042.41289.SCH, Departmental Fees, School, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is authorized to sign agreements with the Cortland Enlarged City School district for use of voting machines for school board elections and budget vote, AND BE IT FURTHER

RESOLVED, that the term of said agreement shall be for two years.

ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 7

**Authorize Agreement with Dominion Voting Systems Corporation for Lease of Voting Machines -
Board of Elections**

WHEREAS, the Cortland County voting machines have reached the end of their useful life, AND

WHEREAS, The New York State Board of Elections has approved the use of two types of voting machines, AND

WHEREAS, both types of voting systems have gone through very strict certification before being authorized by use in New York State, AND

WHEREAS, after reviewing the Dominion Voting Systems Corporation proposal to lease 33 voting machines for seven years at a cost of \$60,295.00 per year, AND

WHEREAS, the Cortland County Board of Elections and the Cortland County Administrator recommends the County Legislature authorize the Dominion proposal and related lease agreement, AND

WHEREAS, the Legislature's Government Operations Committee has reviewed the recommendations of the Board of Elections and the County Administrator, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the County Administrator upon review and approval of the County Attorney or designee to enter into a multi-year agreement with Dominion Voting Systems Corporation at a cost of \$60,295.00 per year with cost such agreement to be paid from account #A14505.54065.

ON MOTION OF WAGNER

AGENDA ITEM NO. 8

**Reallocate Salary Grade for Undersheriff, Director, Area Agency on Aging, and Personnel
Department Payroll Coordinator - Personnel Department**

WHEREAS, the County Administrator and the Personnel Officer have reviewed the salary grade for Undersheriff, Area Agency on Aging Director, and Payroll Coordinator (Personnel Department),
AND

WHEREAS, the County Administrator and the Personnel Officer each recommend that the aforesaid positions be reallocated as follows:

Undersheriff - Grade 3 to Grade 2

Area Agency on Aging Director - Grade 5 to Grade 4

Payroll Coordinator - Grade 4 Management Confidential to Grade 5 Management Confidential,

NOW, THEREFORE, BE IT

RESOLVED, that the aforementioned positions are hereby reallocated in the Management/Management Confidential Compensation Employment Policy as follows:

Undersheriff - Grade 3 \$74,005 - \$90,037 to Grade 2 \$79,554 - \$96,791

Area Agency on Aging Director - Grade 5 \$64,039 - \$77,913 to Grade 4 \$68,842 - \$83,755

Payroll Coordinator - Grade 4 \$20,2040 - \$24,5813 Management Confidential to Grade 5 \$21,8569 - \$26,5925 Management Confidential

AND BE IT FURTHER

RESOLVED, that the effective date is April 23, 2021.

ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 9

**Reclassification of Fiscal Officers to Fiscal Managers in the Highway and Public Health
Departments - Personnel Department**

WHEREAS, the needs of the Highway and Health departments will be better served by reclassifying two positions of Fiscal Officer, one in the Highway Department and one in the Public Health Department, AND

WHEREAS, the County Administrator and Personnel Officer have reviewed the duties of these positions and recommend that the positions be re-classified to the position of Fiscal Manager to reflect the expanded duties, AND

WHEREAS, the Highway, Health and Human Services, Government Operations, and Finance Administration committees have reviewed the recommendations of the County Administrator and Personnel Officer, NOW, THEREFORE, BE, IT

RESOLVED, that two positions of Fiscal Officer (Grade 10, \$44,607-\$54,272 Management Compensation competitive class) be and hereby are abolished effective April 22, 2021 at 12:00 p.m, AND BE IT FURTHER

RESOLVED, that two positions of Fiscal Manager (Grade 9, \$47,952 - \$58,341 Management Compensation competitive class) be created effective April 23, 2021 at 12:01 a.m., AND BE IT FURTHER

RESOLVED, that the current incumbents will fill the newly created positions.

Referred from Highway Committee

ON MOTION OF NEWELL

AGENDA ITEM NO. 10

Authorize 2021 Landfill Tipping Fee Credit for Municipalities - Highway Department, Division of Solid Waste

WHEREAS, the Municipalities of Cortland County will be better served by authorizing a credit to be used at the Cortland County Landfill for the disposal of wastes other than garbage at no charge, AND

WHEREAS, the County Administrator and County Highway Superintendent recommend that there be a no tipping fee 30-ton limit per Municipality, AND

WHEREAS, the Cortland County Landfill no longer accepts tires at their facility, AND

WHEREAS, the Superintendent of the Highway Department is to be authorized to establish a credit for each municipality to dispose of wastes at no charge, NOW THEREFORE BE IT

RESOLVED, that Superintendent of the Highway Department shall provide each municipality in Cortland County a credit of \$2,400.00 for 2021 and allow said municipalities to dispose of their wastes other than garbage at the Cortland County Landfill, AND BE IT FURTHER

RESOLVED, that only authorized municipal representatives utilizing authorized municipal vehicles may bring the waste to the County Landfill in order to make use of the above referenced credit, AND BE IT FURTHER

RESOLVED, that any metal objects (including white goods), construction and demolition waste, and tree wastes shall be separated by category at the landfill site by the municipality making delivery, AND BE IT FURTHER

RESOLVED, that tires shall be excluded as an item that is accepted from the Municipalities wishing to utilize the amnesty credit, AND BE IT FURTHER

RESOLVED, that the Superintendent of the Highway Department shall furnish the Legislature with an accounting of all wastes delivered to the landfill utilizing the amnesty credit.

ON MOTION OF NEWELL, BISCHOFF

AGENDA ITEM NO. 11

Award Engineering Construction Inspection Services for Replacement of the Loring Crossing Over Tioughnioga River, PIN 3755.43; (BIN 3312300) Bridge Replacement Project - Highway Department

WHEREAS, Cortland County has been awarded \$4,258,772.00 in Locally Administered Federal funding under the BRIDGE-NY Program to design and construct the replacement of the Loring Crossing Bridge, AND

WHEREAS, the Cortland County Legislature has accepted the funding for said project by Resolution # 9-19, AND

WHEREAS, the Highway Department solicited and received proposals from firms interested in providing Professional Engineering 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 Cortland County Legislature approved an agreement with Barton & Loguidice Engineers, DPC for design of said project by Resolution 11-19, AND

WHEREAS, the Highway Committee recommends Barton and Loguidice Engineers, DPC for the Construction Inspection Services for the said project, AND

WHEREAS, the funding for said services is budgeted in the 2021 Capital Projects Budget, AND

WHEREAS, the amount of the Construction Inspection for said services is \$287,000.00, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the Supplemental Agreement # 1 with Barton and Loguidice Engineers, DPC for Construction Inspection Services to the Cortland County Highway Department for an amount not to exceed \$287,000.00, AND BE IT FURTHER

RESOLVED, that the County Administrator upon review and approval as to form by the County Attorney or designee, is hereby authorized to execute a contract agreement with Barton and Loguidice Engineers, DPC, 443 Electronics Parkway, Liverpool, NY 13088 for Professional Services for the Construction Inspection of the Loring Crossing Bridge (BIN 3312300) Replacement.

ON MOTION OF NEWELL

AGENDA ITEM NO. 12

Amend the 2021 Budget to Reallocate 2020 Airport Fund Balance to Airport Reserve - Highway Department/Cortland County Airport

WHEREAS, the Cortland County Legislature adopted Resolution No. 269-17 which directed that the gain or loss from A5610 accounts be placed into a dedicated reserve fund, AND

WHEREAS, the Airport gain in 2020 was \$59,621.22, AND

WHEREAS, a Board resolution is required annually to move the funds into said Airport Reserve, NOW THEREFORE BE IT

RESOLVED that the Airport Reserve (A386300.ARPT) be increased \$59,621.22 for 2020 gains.

Adjourn



Finance & Administration Committee

Committee Meeting

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

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~ Minutes ~

Tuesday, March 16, 2021

10:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 10:15 AM by Committee Member Sandra Price

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Member	Present	
George Wagner	Cortland County, NY	Committee Chair,	Excused	
Christopher Newell	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Committee Member	Remote	
Richard Stock	Cortland County, NY	Committee Member	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Remote	
Mitchel Eccleston	Cortland County, NY	Vice Chair	Excused	
Eric Mulvihill	Cortland County, NY	Clerk, County Legislature	Present	
John Banewicz	Cortland County, NY	County Treasurer	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Board Member	Remote	
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Remote	
Laura Fox	Cortland County, NY	Real Property Tax Services	Remote	
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present	
Wendy Franklin	Cortland County, NY	Assistant County Attorney	Remote	
Paul Heider	Cortland County, NY	Chair, Legislature	Present	
John McNerney	Cortland County, NY	Cortland Regional Sports Council	Present	
Machell Phelps	Cortland County, NY	Cortland Regional Sports Council	Present	
Garry VanGorder	Cortland County, NY	Cortland Regional Sports Council	Present	

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

MINUTES

Finance & Administration Committee - Committee Meeting - Feb 16, 2021 10:00 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

RESOLUTIONS**County Treasurer****County Administrator****Real Property****Director of Budget and Finance****Manager of Audit and Financial Projects**

AGENDA ITEM NO. 1 – 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, 2021

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

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, 2021

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 Director of the County 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 Director of the County 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

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

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, 2021.

Monthly Reports

Real Property Tax Services Monthly Budget Report

RESULT: COMPLETED

County Auditor Quarterly Update

RESULT: COMPLETED

Audit Department Monthly Budget Report

RESULT: COMPLETED

Finance Department 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 Judiciary & Public Safety Committee

AGENDA ITEM NO. 1 – Authorize Agreement with New York State Office of Indigent Legal Services and Accept Funds to Support the Cortland County Public Defender's Office - Public Defender

RESULT: APPROVED [UNANIMOUS]

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Agreement with New York State Office of Indigent Legal Services and Accept Funds to Support the Cortland County Public Defender's Office - Public Defender

WHEREAS, the New York State Office of Indigent Legal Services (NYSILS) has awarded the Cortland County Public Defender's Office \$301,044.00 as part of a multi-year grant to offset the cost of salary and fringe benefits for the position of Chief Assistant Public Defender, AND

WHEREAS, the grant period runs from January 1, 2021 through December 31, 2023 with \$100,348.00 payable to Cortland County in year one, \$100,348.00 in year two and \$100,348.00 in year three of the 3, AND

WHEREAS, NYSILS requires the Public Defender to collect and report data annually, in statistical and narrative form, to measure and evaluate indigent defense case outcomes and to ensure effective use of the funds, AND

WHEREAS, Cortland County is required to enter into an agreement with New York State and NYSILS in order to receive this funding, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized and directed to sign an agreement with New York State Office of Indigent Legal Services in support of this program and related reimbursements.

Referred from Ag/Planning/Enviromental Committee

Referred from Health & Human Services

AGENDA ITEM NO. 2 – Accept Bids and Authorize Purchase of Miscellaneous Groceries and Frozen Foods - Area Agency on Aging

RESULT: APPROVED [UNANIMOUS]

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Accept Bids and Authorize Purchase of Miscellaneous Groceries and Frozen Foods - Area Agency on Aging

WHEREAS, bids were received on February 10, 2021 for the period April 1, 2021 through June 30, 2021, for the purchase of miscellaneous groceries and frozen foods in accordance with specifications on file

in the Office of the Clerk of the Cortland County Legislature, for use by the Area Agency on Aging, the Sheriff's Department, AND

WHEREAS, the Health and Human Services Committee has reviewed the bid responses and recommends that the bids be awarded to the following vendors:

Ginsberg's, PO Box 17, Route 66, Hudson, NY 12534
 Smith Packing Co., PO Box 520, Utica, NY 13503-0520
 Renzi Food Service, 901 Rail Drive, Watertown, NY 13601
 Waffle Waffle LLC dba Happi Foodi, 43 River Street, Nutley, NJ 07110

, NOW THEREFORE BE IT

RESOLVED, that bids of the said vendors, in accordance with the specifications, be and hereby are accepted at the bid prices on a per item basis, AND BE IT FURTHER

RESOLVED, that said departments have the right to award bids based on price and quality, AND BE IT FURTHER

RESOLVED, that the above departments are authorized and directed to purchase said items from the lowest responsible bidders and best value for the period April 1, 2021 through June 30, 2021.

AGENDA ITEM NO. 3 – Accept Bids and Authorize Purchase of Milk and Dairy Products - Area Agency on Aging

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Accept Bids and Authorize Purchase of Milk and Dairy Products - Area Agency on Aging

WHEREAS, bids were received on February 10, 2021, for period April 1, 2021 through September 30, 2021 for the purchase of milk and dairy products in accordance with specifications on file in the Office of the Clerk of the Cortland County Legislature, for use by the Area Agency on Aging and the Sheriff's Department, AND

WHEREAS, the Health and Human Services Committee has reviewed the bids and recommends the bids be awarded to the following vendors:

John R. Sears, DBA Bill Bros. Dairy, 219 Port Watson St., Cortland, NY 13045

, NOW THEREFORE BE IT

RESOLVED, that bids of the said vendors, in accordance with the specifications, be and hereby are accepted at the bid prices on an overall basis, AND BE IT FURTHER

RESOLVED, that the above departments are authorized and directed to purchase said items from the lowest responsible bidder and best value for April 1, 2021 through September 30, 2021.

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

AGENDA ITEM NO. 4 – Accept Bids and Authorize Purchase of Paper Goods & Maintenance Supplies - Area Agency on Aging

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Accept Bids and Authorize Purchase of Paper Goods & Maintenance Supplies - Area Agency on Aging

WHEREAS, bids were received on February 10, 2021, for period April 1, 2021 through September 30, 2021 for the purchase of paper goods and maintenance supplies in accordance with specifications on file in the Office of the Clerk of the Cortland County Legislature, for use by the Area Agency on Aging, the and the Sheriff's Department AND

WHEREAS, the Health and Human Services Committee has reviewed the bid responses and recommends the bids be awarded to following bidders, AND

WHEREAS, bids were received from the following:

Hummels Office Plus, 25 Canal St., Mohawk, NY 13407
 Renzi Food Service, 901 Rail Dr., Watertown, NY 13601
 Oliver Packaging & Equip Co., 3236 Wilson Dr NW, Walker, MI 49534
 Sanico, Inc., PO Box 2037, 156 Corporate Drive, Binghamton, NY 13905
 Unipak, 2766 E 63rd St., Brooklyn, NY 11234
 WB Mason, 1200 State Fair Blvd, Syracuse, NY 13209
 Economy Products & Solutions, 1175 E. Main Street, Rochester, NY 14609
 Central Poly-Bag Corp., 2400 Bedle Place, Linden, NJ 07036
 Hill & Markes Wholesale Distr. 1997 St. Hwy 5-S, PO Box 7, Amsterdam, NY 1201
 Interboro Packaging Corp., 114 Bracken Road, Montgomery, NY 12549
 McDonald Ave Paper & Plastic Distr. Inc., Bldg.58, 50th Street, Brooklyn, NY 11232
 Sam Tell & Son Inc., 300 Smith Street, Farmingdale, NY 11735

, NOW THEREFORE BE IT

RESOLVED, that bids of the said vendors, in accordance with the specifications, be and hereby are accepted at the bid prices on a per item basis, AND BE IT FURTHER

RESOLVED, that said departments have the right to award bids based on price and quality, AND BE IT FURTHER

RESOLVED, that the above departments are authorized and directed to purchase said items from the lowest responsible bidders and best value for April 1, 2021 through September 30, 2021.

AGENDA ITEM NO. 5 – Amend 2021 Budget to Reallocate Advancing Tobacco Free Communities Grant Expenses & Revenues from Prior Year - Health Department

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

RESULT: **APPROVED [UNANIMOUS]**

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Amend 2021 Budget to Reallocate Advancing Tobacco Free Communities Grant Expenses & Revenues from Prior Year - Health Department

WHEREAS, the Cortland County Health Department has funds allocated for the grant fiscal year that is different from the County fiscal year for the Advancing Tobacco Free Communities grant, Contract # C-34796GG, Grant Fiscal Year 7/1/20-6/30/21. Grant funds not expended from this grant need to be re-appropriated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A40105.43450.20TBC	2021 ATFC Grant	\$0	\$206,052
Increase Expenditure:			
A40105.51005.20TBC	Personal Services	\$0	\$ 48,679
A40105.54000.20TBC	Phone	\$0	\$ 224
A40105.54005.20TBC	Office Supplies	\$0	\$ 1,749
A40105.54020.20TBC	Postage	\$0	\$ 900
A40105.54035.20TBC	Education & Train	\$0	\$ 4,850
A40105.54045.20TBC	Travel	\$0	\$ 871
A40105.54048.20TBC	Program Supplies	\$0	\$ 11,844
A40105.54060.20TBC	Advertising	\$0	\$ 30,825
A40105.54213.20TBC	IDT Copy/Print	\$0	\$ 150
A40105.54815.20TBC	PH Contracted Agency	\$0	\$ 74,781
A40105.58060.20TBC	Health Insurance	\$0	\$ 31,179

AGENDA ITEM NO. 6 – Amend 2021 Budget to Reallocate Care Compass Tele-Health Grant Expenses & Revenues from Prior Year - Health Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Amend 2021 Budget to Reallocate Care Compass Tele-Health Grant Expenses & Revenues from Prior Year - Health Department

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

WHEREAS, the Cortland County Health Department has funds allocated for grant fiscal years that are different from the County fiscal year for the Care Compass Tele-health Grant Fiscal Year 12/1/19-2/15/21. Grant funds not expended from this grant need to be re-appropriated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A401047.42705.TELE	1921 Tele-health Grant	\$0	\$11,042
Increase Expenditure:			
A40105.52060.TELE	Comp Equip	\$0	\$ 70
A40105.54000.TELE	Telephone	\$0	\$ 6,000
A40105.54048.TELE	Program Supplies	\$0	\$ 4,972

AGENDA ITEM NO. 7 – Amend 2021 Budget to Reallocate IAP Grant Expenses & Revenues from Prior Year - Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Amend 2021 Budget to Reallocate IAP Grant Expenses & Revenues from Prior Year - Health Department

WHEREAS, the Cortland County Health Department has funds allocated for grant fiscal years not included in the County fiscal year for the IAP Grant, Contract# C32511GG for Grant Fiscal Year 4/1/20-3/31/21. Grant funds not expended from this grant need to be re-appropriated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A40115.43450.20IAP	2021 IAP Grant	\$0	\$16,808.34
Increase Expenditure:			
A40115.51005.20IAP	Personal Services	\$0	\$ 7,642.84
A40115.58030.20IAP	FICA	\$0	\$ 584.68
A40115.58060.20IAP	Health Ins	\$0	\$ 8,580.82

AGENDA ITEM NO. 8 – Amend 2021 Budget to Reallocate HRI COVID-19 Grant Expenses & Revenues from Prior Year - Health Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Amend 2021 Budget to Reallocate HRI COVID-19 Grant Expenses & Revenues from Prior Year - Health Department

WHEREAS, the Cortland County Health Department has funds allocated for grant fiscal years that are different from the County fiscal year for the HRI COVID-19 Grant, Contract# 6314-01, Grant Fiscal Year 3/5/20-3/15/21. Grant funds not expended from this grant need to be re-appropriated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A401044.44401.COV19	2021 COVID19 Grant	\$0	\$11,428
Increase Expenditure:			
A40105.51005.COV19	Personal Services	\$0	\$ 4,556
A40105.54048.COV19	Program Supplies	\$0	\$ 6,872

AGENDA ITEM NO. 9 – Amend 2021 Budget to Reallocate Early Intervention Admin Grant- Expenses & Revenues from Prior Year - Health Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Amend 2021 Budget to Reallocate Early Intervention Admin Grant- Expenses & Revenues from Prior Year - Health Department

WHEREAS, the Cortland County Health Department has funds allocated for grant fiscal years not included in the County fiscal year for the EI Admin Grant, Contract# C-31627GG for Grant Fiscal Year 10/1/20-9/30/21. Grant funds not expended from this grant need to be re-appropriated for use in 2021, NOW THEREFORE BE IT

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

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

		Current	Increase
Increase Revenue:			
A405944.44451.20CSN	2021 EI Admin Grant	\$0	\$ 19,646.50
Increase Expenditure:			
A40595.51005.20CSN	Personal Services	\$0	\$ 12,217.50
A40595.58020.20CSN	Retirement	\$0	\$ 1,955
A40595.58060.20CSN	Health Insurance	\$0	\$ 5,474

AGENDA ITEM NO. 10 – Amend 2021 Budget to Reallocate Drinking Water Program Expenses & Revenues from Prior Year - Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Amend 2021 Budget to Reallocate Drinking Water Program Expenses & Revenues from Prior Year - Health Department

WHEREAS, the Cortland County Health Department has funds allocated for grant fiscal years that are different from the County fiscal year for the Drinking Water Program, Contract# C-34745GG for Grant Fiscal Year 4/1/20-3/31/21. Grant funds not expended from this grant need to be re-appropriated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A401243.43450.20DW	2021 DW Grant	\$0	\$ 24,310.25
Increase Expenditure:			
A40125.51005.20DW	Personal Services	\$0	\$ 15,119.75
A40125.58030.20DW	FICA	\$0	\$ 1,157.50
A40125.58060.20DW	Health Insurance	\$0	\$ 8,033

AGENDA ITEM NO. 11 – Amend 2021 Budget to Reallocate Delivery System Reform Incentive Payment Program Expenses & Revenues from Prior Year - Health Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF**RESOLUTION NO.**

**Amend 2021 Budget to Reallocate Delivery System Reform Incentive Payment Program Expenses
& Revenues from Prior Year - Health Department**

WHEREAS, the Cortland County Health Department has funds allocated for fiscal years not included in the County fiscal year for the Care Compass Network to provide services for the Delivery System Reform Incentive Payment Program (DSRIP) for 2017-2020. Funds not expended need to be re-appropriated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A401042.41689.DSRIP	DSRIP Funds - HD	\$0	198,874.36
Increase Expenditure:			
A40105.54048.DSRIP	Program Supplies	\$0	198,874.36

AGENDA ITEM NO. 12 – Amend the 2021 Budget to Re-Allocate Children with Special Health Care Needs Grant Funds - Health Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF**RESOLUTION NO.**

**Amend the 2021 Budget to Re-Allocate Children with Special Health Care Needs Grant Funds -
Health Department**

WHEREAS, the Cortland County Health Department has funds allocated for grant fiscal years that are different from the County fiscal year for the Children with Special Health Care Needs Grant, Contract# C-35711GG for Grant Fiscal Year 10/1/20-9/30/21. Grant funds not expended from this grant need to be re-appropriated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A405944.44451.20CSH	2021 CSHCN Grant	\$0	\$ 17,309.06

Increase Expenditure:			
A40595.51005.20CSH	Personal Services	\$0	\$ 11,184
A40595.58020.20CSH	Retirement	\$0	\$ 1,789.06
A40595.58060.20CSH	Health Insurance	\$0	\$ 4,336

AGENDA ITEM NO. 13 – Amend 2021 Budget to Reallocate Health Research Inc., BioTerrorism Grant from Prior Year - Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Amend 2021 Budget to Reallocate Health Research Inc., BioTerrorism Grant from Prior Year - Health Department

WHEREAS, the Cortland County Health Department previously received funds for the Health Research Inc., (HRI) BioTerrorism Grant, Contract# 1596-14, Grant Fiscal Year 7/1/20-6/30/21, AND

WHEREAS, not all funds were previously expended and need to be re-allocated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A401044.44401.20BTE	20-21 BT Grant	\$0	\$20,404.51
Increase Expenditure:			
A40105.51005.20BTE	Personal Services	\$0	\$ 12,784.59
A40105.58060.20BTE	Health Insurance	\$0	\$ 7,619.92

AGENDA ITEM NO. 14 – Amend 2021 Budget to Reallocate Adolescent Tobacco Use Prevention Act Grant Expenses & Revenues from Prior Fiscal Year 2020 - Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

Amend 2021 Budget to Reallocate Adolescent Tobacco Use Prevention Act Grant Expenses & Revenues from Prior Fiscal Year 2020 - Health Department

WHEREAS, the Cortland County Health Department has previously received funds for the Adolescent Tobacco Use Prevention Act (ATUPA) Grant, Contract# C-033452, Grant Fiscal Year 4/1/20-3/31/21, AND

WHEREAS, said grant funds were not expended in the previous fiscal year from this grant need to be re-allocated for use in 2021, NOW THEREFORE BE IT

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

		Current	Increase
Increase Revenue:			
A401243.43450.20ATU	2021 ATUPA Grant	\$0	\$ 8,301.92
Increase Expenditure:			
A40125.51005.20ATU	Personal Services	\$0	\$ 3,597.25
A40125.54005.20ATU	Office Supplies	\$0	\$ 150
A40125.54048.20ATU	Program Supplies	\$0	\$ 2,168.32
A40125.54060.20ATU	Legal Notices/Advertising	\$0	\$ 50
A40125.54078.20ATU	Fuel	\$0	\$ 50
A40125.54000.20ATU	Phone	\$0	\$ 51
A40125.54213.20ATU	IDT Copy/Print	\$0	\$ 25
A40125.58020.20ATU	Retirement	\$0	\$ 575
A40125.58030.20ATU	FICA	\$0	\$ 275.35
A40125.58060.20ATU	Health Insurance	\$0	\$ 1,360

Referred from Building & Grounds Committee

AGENDA ITEM NO. 15 – Amend 2021 Budget for Use of County Jail Project Reserve and Authorize Agreement with Maximum Security for Repair of Exterior Security Doors at the Jail Facility- Buildings and Grounds

RESULT: APPROVED [UNANIMOUS]

Next: 3/25/2021 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer

EXCUSED: George Wagner, Mitchel Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Amend 2021 Budget for Use of County Jail Project Reserve and Authorize Agreement with Maximum Security for Repair of Exterior Security Doors at the Jail Facility- Buildings and Grounds

WHEREAS, there are multiple exterior security doors at the Cortland County jail facility that have reached the end of their useful life, AND

WHEREAS, the Superintendent of Buildings and Grounds solicited a proposal for the replacement of exterior security doors E1, E5 and E6 at the jail, AND

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

WHEREAS, Maximum Security, 836 North State Street, Syracuse, NY 13208 submitted a quote to replace all three doors at a cost of \$62,284.00, AND

WHEREAS, after a review of the proposal by the Buildings and Grounds Committee, it is recommended to move forward with the proposed replacement of all three doors by Maximum Security at the quoted price, AND

WHEREAS, there are funds in the County Jail Project Reserve, account A386300.JAIL, with a current balance of \$1,363,833.88, NOW THEREFORE BE IT

RESOLVED, the 2021 County budget is amended as follows:

Increase:		Current	Addition	New
Building Improvements	A31505.52320	\$-0-	\$62,284	\$62,284
Appropriated Reserves	A351100	\$-0-	\$62,284	\$62,284

AND BE IT FURTHER

RESOLVED, up to \$62,284 of the contract is to be paid using the County Jail Project Reserve, account A386300.JAIL, leaving a balance of \$1,301,549.88 after payment, AND BE IT FURTHER

RESOLVED, the Legislature hereby authorizes a contract with Maximum Security, 836 North State Street, Syracuse, NY, 13208, for an amount not to exceed \$62,284.00, AND BE IT FURTHER

RESOLVED, that the County Administrator upon review and on approval of the County Attorney or designee, is hereby authorized to execute the agreement with Maximum Security, 836 North State Street, Syracuse, NY, 13208, for the repairs outlined in the quote for service.

Referred from Government Operations Committee

16. Authorize Roll Over of Wellness Committee Funds - Personnel

RESULT:	COMPLETED
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Referred from Highway Committee

AGENDA ITEM NO. 17 – Amend 2021 Budget to Reallocate Building & Repairs Funds for Dwyer Park

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Amend 2021 Budget to Reallocate Building & Repairs Funds for Dwyer Park

WHEREAS- the Cortland County Legislature adopted resolution 369-19 which authorized the transfer of funds from the Dwyer Park Reserve, AND

WHEREAS, there was \$17,554.53 left in the A10405.54076.DWYPK at the end of 2020, AND

WHEREAS, it is necessary to fund various repair projects at Dwyer Memorial Park by utilizing the unspent portion of the 2020 appropriated funds in the 2021 fiscal year, NOW THEREFORE BE IT

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

Increase 2021:

A10405.54076.DWYPK	Professional Services	\$17,554.53
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AGENDA ITEM NO. 18 – Award 2021 Material and Service Bids and Authorize Agreements with Various Vendors - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Award 2021 Material and Service Bids and Authorize Agreements with Various Vendors - Highway Department

WHEREAS, the Cortland County Highway Department advertised, received and opened bids for various materials, supplies and services used by the Highway Department, AND

WHEREAS, the costs for these various supplies, materials and services have been appropriated in the 2021 Budget, AND

WHEREAS, the Cortland County Highway Superintendent has reviewed the various bid responses and recommends that the following vendors and materials be awarded based on lowest price and best value to the County, NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Highway Superintendent that the County Highway Department may purchase materials, supplies and services from the lowest responsible bidder meeting specifications as well as location and availability as follows:

ABRASIVES FOR SNOW & ICE CONTROL from T & C Stone and Gravel, PO Box 108, Whitney Point, NY 13862 for \$4.50 per ton.

CRUSHED STONE from the vendors quotes on the attached price sheet where cost, quality of material, location of pit in conjunction with location of work to be done and availability will be taken into consideration.

GEOTEXTILE No Bids Received

DIESEL FUEL from Buell Fuel LLC, 2676 State Route 12B, Deansboro, NY 13328 for a mark up of \$.0179 per gallon for Diesel Fuel, \$.0429 per gallon for winterized blend, and \$.0529 per gallon for Kerosene.

HEAVY ROCK RIP-RAP from the vendors quotes on the attached price sheet where cost, quality of material, location of pit in conjunction with location of work to be done and availability will be taken into consideration.

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

HIGHWAY AGGREGATES from the vendors quotes on the attached price sheet where cost, quality of material, location of pit in conjunction with location of work to be done and availability will be taken into consideration.

STONE FILLING MATERIALS from the vendors quotes on the attached price sheet where cost, quality of material, location of pit in conjunction with location of work to be done and availability will be taken into consideration

TRANSIT MIX CONCRETE/PRECAST CONCRETE BLOCKS from the vendors quotes on the attached price sheet where cost, quality of material, location of plant in conjunction with location of work to be done and availability will be taken into consideration.

UNLEADED FUEL (87 OCTANE) from Buell Fuel LLC, 2676 State Route 12B, Deansboro, NY 13328 for a mark up of \$.0299 per gallon.

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval as to form by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized to execute any agreements associated with said bid awards.

AGENDA ITEM NO. 19 – Extend Material & Service Bids and Authorize Agreements with Various Vendors - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Extend Material & Service Bids and Authorize Agreements with Various Vendors - Highway Department

WHEREAS, the Highway Committee of the Cortland County Legislature advertised, received and opened bids for various materials, supplies and services used by the Highway Department in 2019 AND 2020 with an option to extend the awarded bids for up to three years, AND

WHEREAS, the Cortland County Legislature adopted Resolution No's. 135-19, 136-20, 137-20 authorizing the purchase of various, supplies, materials, and services for the Cortland County Highway Department & County Airport, AND

WHEREAS, the costs for these various supplies, materials and services have been appropriated in the 2021 Budget, AND

WHEREAS, the County Highway Superintendent recommends extending supplies, materials, and services previously awarded at the existing pricing, NOW, THEREFORE, BE IT

RESOLVED, that in accordance with the recommendations of the Highway Superintendent the County Legislature hereby authorizes extension of the existing 2019 AND 2020 bid pricing to 2021 from the following vendors:

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

PAINTING TRAFFIC LINES: from Seneca Pavement Marking, Inc., 3526 Watkins Rd., Horseheads, NY 14845.

100 LL AVIATION GASOLINE AND JET-A FUEL from Ascent Aviation Group, Inc., One Mill Street, Parish, NY 13131.

LIQUID BITUMINOUS MATERIALS from Suit Kote, 1911 Loring Crossing Road, Cortland, NY 13045.

BITUMIONOUS CONCRETE from Suit Kote, 1911 Loring Crossing Road, Cortland, NY 13045.

RECYCLED ASPHALT from Suit Kote, 1911 Loring Crossing Road, Cortland, NY 13045.

AND, BE IT FURTHER,

RESOLVED, that the Cortland County Administrator, upon review and approval as to form by the County Attorney or designee and subject to appropriation of funding by the Legislature, are hereby authorized to execute any agreements associated with said extensions.

AGENDA ITEM NO. 20 – Amend 2021 Capital Budget and Authorize New York State Department of Transportation Supplemental Agreement # 1 East River Crossing Over Tioughnioga River Bridge Replacement (BIN 3312310) - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Amend 2021 Capital Budget and Authorize New York State Department of Transportation Supplemental Agreement # 1 East River Crossing Over Tioughnioga River Bridge Replacement (BIN 3312310) - Highway Department

WHEREAS, the Cortland County Legislature adopted Resolution # 339-19 authorizing an agreement with the New York State Department of Transportation (NYSDOT) for the East River Crossing over Tioughnioga River Bridge Replacement Project PIN 375687, BIN 3312310, AND

WHEREAS, the NYSDOT is amending the scheduled funding by increasing the amount for the Design Phase of said project to \$300,000.00, AND

WHEREAS, the 2021 Capital Budget will need to be amended to allow for unspent monies from the 2020 Capital Project Budget and also allow for the increase in funding, NOW, THEREFORE BE IT

RESOLVED, that Cortland County Administrator be and is hereby authorized and directed to execute all necessary Agreements approved as to form by the County Attorney or designee, on behalf of the County of Cortland with the New York State Department of Transportation in connection with the advancement or approval of the Project, AND BE IT FURTHER

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

Project, AND BE IT FURTHER

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

		ORIGINAL 2021 BUDGET	AMENDED 2021 BUDGET	CHANGE NEEDED
Increase Expense:				
HH51225.54055.ERRBR	Professional Services \$256,000	\$287,935		\$31,935
Increase Revenue:				
HH512244.44597.ERRBR	Federal Revenues	\$204,800	\$230,348	\$25,548
HH512243.43597.ERRBR	State Revenues	\$38,400.00	\$43,190	\$4,790
HH512248.45031.ERRBR	Local Share	\$12,800.00	\$14,397	\$1,597

AGENDA ITEM NO. 21 – Authorize the Acceptance of and Local Share Payment for All Property Acquired by the State of New York for the East River Crossing Bridge Over Tioughnioga River Replacement (BIN 3312310) - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Authorize the Acceptance of and Local Share Payment for All Property Acquired by the State of New York for the East River Crossing Bridge Over Tioughnioga River Replacement (BIN 3312310) - Highway Department

WHEREAS, the Cortland County Legislature authorized an agreement with the New York State Department of Transportation for the East River Crossing Bridge (BIN 3312310) Replacement, P.I.N. 375687, by Resolution # 399-19, AND

WHEREAS, the Project for the East River Crossing Bridge Replacement Project is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds and 20% non-federal funds, AND

WHEREAS, the said Right of Way Purchase costs may also be eligible for reimbursement of 15% of the project costs through NYSDOT AID (Marchiselli Aid) provided the funds are appropriated by the State of New York, AND

WHEREAS, the New York State Department of Transportation is acquiring certain rights-of-way, easements and titles to premises in conjunction with the East River Crossing Bridge Replacement, AND

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

WHEREAS, the New York State Department of Transportation has estimated the Right-of-Way acquisition phase at \$10,000.00, AND

WHEREAS, the New York State Department of Transportation requires that the County of Cortland to submit a payment of 20% (local share) of the estimated Right-of-Way to the New York State Department of Transportation, AND

WHEREAS, it is necessary for the Cortland County Legislature to agree to accept the real property acquired by the State of New York for the East River Crossing Bridge Replacement, NOW, THEREFORE, BE IT

RESOLVED, that the Cortland County Legislature does authorize the acceptance of the deed of all real property acquired by the State of New York for the East River Crossing Bridge Replacement, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee as to form, is hereby authorized to execute any and all document necessary to accept by deed all real property being transferred from the State of New York to the County of Cortland for the East River Crossing Bridge Replacement, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer is hereby authorized and directed to make payment from account HH51225.54055.ERRBR in the amount of \$2,000.00 to the New York State Department of Transportation, 333 East Washington Street, Syracuse, New York 13202.

AGENDA ITEM NO. 22 – Award Bids for Re-Construction of Loring Crossing Road Bridge (BIN 3312300) - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Award Bids for Re-Construction of Loring Crossing Road Bridge (BIN 3312300) - Highway Department

WHEREAS, the Loring Crossing Road Bridge Replacement Project (PIN 375543, D036170) has been approved by the New York Department of Transportation and the project is to be funded with 95% Federal funds, AND

WHEREAS, the Loring Crossing Road. Bridge Replacement Culvert Project was approved by Resolution # 9-19, AND

WHEREAS, the amount budgeted for the construction and construction administration/inspection in the 2021 Capital Projects Budget is \$4,027,975.94, AND

WHEREAS, an amount of \$4,087,918.00 for the construction and construction administration/inspection of said project has been approved by the NYSDOT by supplemental agreement # 267-20, AND

WHEREAS, the Highway Superintendent has advertised for and received bids for the

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

Construction of the Loring Crossing Road Bridge Replacement and they are as follows:

BIDDERS

BID

, AND

WHEREAS, the lowest responsible bid received for the Construction of the said project was received from _____, NOW, THEREFORE, BE IT

RESOLVED, that contingent upon NYSDOT's approval of award, the Cortland County Administrator, upon review and approval by the County Attorney, or designee, is hereby authorized to execute an agreement for the Construction of said project with _____ for an amount not to exceed \$ _____ AND, BE IT FURTHER

RESOLVED, that the project costs be charged to the already established Account # HH51225.52800 LXBR, AND BE IT FURTHER

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

Increase:

HH51225.52800.LXBR	Construction Phase	\$59,942.06
HH512243.44597.LXBR	Federal Revenue	\$56,944.96
HH512248.45031.LXBR	Local Share	\$2,997.10

AGENDA ITEM NO. 23 – Amend 2021 Budget to Reallocate Funds for Design of Runway 6-24 Rehabilitation Project - Highway Department/ County Airport

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Amend 2021 Budget to Reallocate Funds for Design of Runway 6-24 Rehabilitation Project - Highway Department/ County Airport

WHEREAS, the Cortland County Legislature approved Resolution 263-19 awarding the Engineering Design Agreement for the Runway 6-24 Rehabilitation Project to McFarland Johnson, Inc., 49 Court St., P.O. Box 1980, Binghamton, NY 13902 for an amount not to exceed \$254,471.00, AND

WHEREAS, there was an unexpended balance remaining in account # HH56105.54055.RW64 in the amount of \$44,471 in the 2020 budget of which \$10,000.00 was budgeted in the 2021 Capital Budget, AND

WHEREAS, the remaining balance of \$34,471 will be needed in the 2021 budget to cover expenses associated with said project, NOW THEREFORE BE IT

RESOLVED, that the 2021 Budget be amended as follows:

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

Increase:

HH56105.54055.RW64	Runway 6-24 Rehabilitation	\$34,471
HH56105.44597.RW64	Federal Revenue	\$31,113
HH56105.43597.RW64	State Revenue	\$1,729
HH99015.45031.RW64	Interfund Trans Revenue	\$1,629

AGENDA ITEM NO. 24 – Amend 2021 Budget to Accept Federal Aviation Administration Grant Under the Coronavirus Response Grant Program, Coronavirus Response & Relief Supplemental Appropriation Act for the Cortland County Airport & Authorize Required Grant Agreements - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Amend 2021 Budget to Accept Federal Aviation Administration Grant Under the Coronavirus Response Grant Program, Coronavirus Response & Relief Supplemental Appropriation Act for the Cortland County Airport & Authorize Required Grant Agreements - Highway Department

WHEREAS, the Federal Aviation Administration (FAA) has identified \$13,000.00 for use at the Cortland County Airport, Gen. Levi R. Chase Field as part of the Coronavirus Response and Relief Supplemental Appropriations Act, Coronavirus Response & Relief Supplemental Appropriation Act (ACRGP/CRRSAA), AND,

WHEREAS, these monies can be used to offset the shortage in revenues in the airport budget due to the impact of Coronavirus restrictions that have been in place, AND

WHEREAS, eligible expenses from January 20, 2020 forward may be deemed reimbursable, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby accepts the FAA ACRGP/CRRSAA Grant for the amount of \$13,000.00, AND BE IT FURTHER

RESOLVED, that the Cortland County Administrator upon review and approval as to form by the County Attorney or designee, is hereby authorized to sign the FAA ACRGP/CRRSAA Grant Agreement,

AGENDA ITEM NO. 25 – Authorize Purchase of Truck for County Landfill - County Highway Department Division of Solid Waste

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/25/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer
EXCUSED:	George Wagner, Mitchel Eccleston

ON MOTION OF NEWELL**RESOLUTION NO.**

Authorize Purchase of Truck for County Landfill - County Highway Department Division of Solid Waste

WHEREAS, the Highway Department's Division of Solid Waste has a need for a four wheel drive truck with plowing equipment for operations and maintenance of the County Landfill, AND

WHEREAS, the Highway Superintendent in conjunction with the Landfill Manager have reviewed various models of trucks, AND

WHEREAS, the New York State Office of General Services (NYS OGS) issued Mini Bid #6400, Contract #PC68945, for such equipment, AND

WHEREAS, the monies for said purchase have been budgeted in the 2021 Solid Waste budget, AND.

WHEREAS, the Highway Superintendent and the Landfill Manager both recommend the purchase of One (1) 2021 Ford F450 Regular Cab Pickup Truck, DRW, 4 wheel drive, Diesel, with dump body, plow and sander from the NYS OGS Mini Bid #6400 at a price of \$64,789 from Lithia Motors, Inc. 150 N. Bartlett Street Medford, OR 97501, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the purchase of One (1) 2021 Ford F450 Regular Cab Pickup Truck, DRW, 4 wheel drive, Diesel, with dump body, plow and sander from the NYS OGS Mini Bid #6400 at a price of \$64,789 from Lithia Motors, Inc. 150 N. Bartlett Street Medford, OR 97501, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer be and is hereby authorized and directed to make payment from Account EL 999542.52030.LDEQ, Vehicles, for said purchase.

Adjourn

Minutes Acceptance: Minutes of Mar 16, 2021 10:00 AM (MINUTES)

ON MOTION OF GEORGE WAGNER, COMMITTEE CHAIR**AGENDA ITEM NO. 1****Reject Bids for Property Tax Foreclosure Auction Services**

WHEREAS, the Cortland County Treasurer advertised and received bids for Property Tax Foreclosure auction services, AND

WHEREAS the County received bids from the following auctioneers;

Absolute Auctions, 45 South Ave. Pleasant Valley NY 12569

Auctions International, 11167 Big Tree Road, East Aurora, NY 14052

Collar City Auctions Realty & Mgmt., 9423 Western Tpke. Delanson, NY 12053

Mel Manasse & Sons Auctionners, LLC., 12 Henry St., PO Box 738, Whitney Point, NY 13862

AND

WHEREAS, the COVID-19 Pandemic has forced a need to reevaluate the manner in which Cortland County property tax foreclosure auctions are conducted; including but not limited to conducting such auctions remotely via the internet, AND

WHEREAS, the scope of the County's request for proposals for property tax foreclosure auctioneer services did not include provisions for remote auctions and were not requested, AND

WHEREAS, it is in the County's best interest to revise the scope of services for property tax foreclosure auctioneer services and advertise accordingly, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby formally rejects all bid proposals for Property Tax Foreclosure Auctioneer services and directs the County Treasurer to revise the scope of services and advertise for Property Tax Foreclosure Auctioneer services for Cortland County tax foreclosure auctions for tax years 2019, 2020, 2021, and 2022.

ON MOTION OF GEORGE WAGNER, COMMITTEE CHAIR**AGENDA ITEM NO. 2****Authorize Semi-Annual Mortgage Tax Collections Disbursement to Various Municipalities for the Period of October 1, 2020-March 31, 2021**

WHEREAS, in accordance with NYS Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for October 1, 2020-March 31, 2021, has been prepared and submitted by the Cortland County Clerk and has been approved by the NYS Department of Taxation and Finance, AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Treasurer, AND

WHEREAS, the mortgage tax has been calculated to apportion the basic mortgage between the towns and villages, NOW THEREFORE BE IT

RESOLVED that the Cortland County Legislature authorize the County Treasurer to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by electronic bank deposit based on the request of the receiving municipality.

Cortland, City of	\$249,683.55	
Cincinnatus, Town of	7,692.82	
Cortlandville, Town of	155,769.15	
McGraw, Village of		4,434.94
Homer, Village of		482.06
Cuyler, Town of		9,833.70
Freetown, Town of	6,307.66	
Harford, Town of	6,489.22	
Homer, Town of	38,930.70	
Homer Village of		29,237.23
Lapeer, Town of	10,654.86	
Marathon, Town of	7,442.19	
Marathon, Village of	4,081.80	
Preble, Town of	17,669.44	
Scott, Town of	6,709.83	
Solon, Town of	6,076.79	

Taylor, Town of	897.88
Truxton, Town of	7,424.78
Virgil, Town of	28,128.05
<u>Willet, Town of</u>	<u>3,659.71</u>
TOTAL	\$601,606.36

ON MOTION OF CATHY BISCHOFF, BOARD MEMBER

AGENDA ITEM NO. 2

Authorize Agreement Between Cortland County and the New York Nurse's Association

WHEREAS, the Cortland County and New York State Nurse's Association (NYSNA) negotiating committees have not been able to meet to negotiate a new contract due to COVID-19, AND

WHEREAS, the parties have agreed to a one year extension of the current contract effective July 1, 2021 to June 30, 2022, AND

WHEREAS, NYSNA has ratified the contract extension, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the extension of the current contract between the County and NYSNA effectively July1, 2021 to June 30, 2022.



April 6, 2021

County Legislature
Cortland County
Cortland, NY 13045

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Cortland County (the County) for the year ended December 31, 2020. Professional standards require that we provide you with the following information related to our audit.

Our Responsibilities under U.S. Generally Accepted Auditing Standards, *Government Auditing Standards* and the Uniform Guidance

As stated in our engagement letter dated September 17, 2020, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider the County's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the County's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about the County's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the County's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the County's compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Management's Discussion and Analysis, Budgetary Comparison Schedules for all major funds, Schedule of Changes in Total OPEB Liability and Related Ratios, Schedule of County Contributions - NYSLRS Pension Plan, and Schedule of County's Proportionate Share of the Net Pension Liability, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on Schedule of Expenditures of Federal Awards, Combining Balance Sheet - Non-Major Governmental Funds, and Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Non-Major Governmental Funds, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately May 3, 2021 and issue our report in July of 2021. Duane Shoen is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Cortland County Legislature and management of Cortland County and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully Submitted,



Insero & Co. CPAs, LLP
 Certified Public Accountants
 Ithaca, New York

04/02/2021 14:50
dtuttleCortland County
YEAR-TO-DATE BUDGET REPORTPg 1
glytdbud

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1310 BUDGET & FINANCE							
A13105 51005 PERSONAL SERVICES	273,164	0	273,164	57,526.29	.00	215,637.92	21.1%
A13105 54000 TELEPHONE	848	0	848	122.20	.00	725.80	14.4%
A13105 54001 COPYING/PRINTING	700	0	700	413.41	.00	286.59	59.1%
A13105 54005 Office Materials &	3,000	0	3,000	467.96	36.15	2,495.89	16.8%
A13105 54015 Maintenance Agreem	54,557	0	54,557	53,546.74	.00	1,010.62	98.1%
A13105 54020 POSTAGE	3,000	0	3,000	391.54	.00	2,608.46	13.1%
A13105 54035 EDUCATION & TRAINI	4,000	-421	3,579	143.79	.00	3,435.05	4.0%
A13105 54040 ASSOC/MEMBERSHIP D	400	200	600	600.00	.00	.00	100.0%
A13105 54045 Travel & Sustenanc	500	0	500	.00	.00	500.00	.0%
A13105 54055 PROFESSIONAL SERVI	48,750	0	48,750	5,000.00	37,500.00	6,250.00	87.2%
A13105 54060 LEGAL NOTICES / AD	50	0	50	.00	.00	50.00	.0%
A13105 54070 Liability Insuranc	2,316	89	2,404	2,404.37	.00	.00	100.0%
A13105 54213 I/D COPIER	565	0	565	94.20	.00	471.00	16.7%
A13105 58020 RETIREMENT	38,243	0	38,243	.00	.00	38,242.96	.0%
A13105 58030 FICA	20,897	0	20,897	4,063.54	.00	16,833.50	19.4%
A13105 58040 WORKERS COMP	9,975	133	10,108	10,107.58	.00	.00	100.0%
A13105 58060 HEALTH INS	69,853	0	69,853	16,111.99	.00	53,740.59	23.1%
A13105 58062 DENTAL INS	361	0	361	83.42	.00	277.54	23.1%
A13105 58065 VISION CARE BENEFI	78	0	78	17.98	.00	60.42	22.9%
GRAND TOTAL	531,258	0	531,258	151,095.01	37,536.15	342,626.34	35.5%

** END OF REPORT - Generated by Darrel Tuttle **

Attachment: Finance Department Budget vs Actual to 3-31-21 (8449 : Finance Department Monthly

YEAR-TO-DATE BUDGET REPORT

FOR 2021 03

ACCOUNTS FOR: A	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A13205 County Auditor								
A13205 51005	PERSONAL SERVICES	78,462	0	78,462	16,614.81	.00	61,847.24	21.2%
A13205 54000	TELEPHONE	150	0	150	34.28	.00	115.72	22.9%
A13205 54001	COPYING/PRINTING	100	0	100	.00	.00	100.00	.0%
A13205 54005	Office Materials &	250	0	250	.00	.00	250.00	.0%
A13205 54035	EDUCATION & TRAINI	500	0	500	.00	.00	500.00	.0%
A13205 54040	ASSOC/MEMBERSHIP D	100	0	100	.00	.00	100.00	.0%
A13205 54045	Travel & Sustenanc	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	1,177.31	.00	4,825.04	19.6%
A13205 58040	WORKERS COMP	1,995	0	1,995	2,021.52	.00	-26.52	101.3%
A13205 58060	HEALTH INS	18,275	0	18,275	4,217.46	.00	14,057.78	23.1%
A13205 58062	DENTAL INS	90	0	90	20.88	.00	69.36	23.1%
A13205 58065	VISION CARE BENEFIT	20	0	20	4.50	.00	15.10	23.0%
TOTAL County Auditor		117,340	0	117,340	24,309.21	.00	93,030.36	20.7%
TOTAL GENERAL FUND		117,340	0	117,340	24,309.21	.00	93,030.36	20.7%
TOTAL EXPENSES		117,340	0	117,340	24,309.21	.00	93,030.36	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	117,340	0	117,340	24,309.21	.00	93,030.36	20.7%

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

ON MOTION OF SANDRA PRICE, COMMITTEE MEMBER

AGENDA ITEM NO. 1

Amend the 2021 Budget Related to the Lease of Sheriff's Department Vehicles - Sheriff's Department

WHEREAS, the Cortland County Sheriff's Department leased vehicles in 2020, AND

WHEREAS, due to the impact of the COVID-19 pandemic, the vehicles were not received until December of 2020, and therefore the vehicles were not placed into service until 2021, AND

WHEREAS, the Sheriff's Department incurred expenses for the leased vehicles in 2021, NOW THEREFORE BE IT

RESOLVED, the Cortland County Sheriff's 2021 budget be amended as follows:

Increase 2021:

A31205.54301	Leased Equipment	\$20,000
A31505.54301	Leased Equipment	\$2,500
A31205.54765	Judgment & Claims	\$2,240
A359900	Appropriated Fund Balance	\$24,740

ON MOTION OF KEVIN FITCH, BOARD MEMBER**AGENDA ITEM NO. 2**

Amend 2021 Budget to Accept New York State Operating Assistance (STOA) State Funding Year 2020- 21 “Clean Up” Funding New York State Department of Transportation Federal Section 5311 - Planning Department

WHEREAS, the Public Transportation Bureau has sent vouchers to the New York State Comptroller that distributes the SFY 2020-2021 State Wide Mass Transportation Operating Assistance (STOA) “Clean Up” payments to the upstate formula bus systems. These payments distribute the remaining 2020-2021 STOA appropriation balances for the upstate formula bus systems, AND

WHEREAS, the County has received SFY 2020-2021 STOA “Clean Up” payment of \$89,288.10 from the New York State Department of Transportation under Federal Section 5311 for transit operating assistance AND

WHEREAS, the Budget and Finance has adjusted the Revenue account A563044.44589 to indicate the acceptance of the funding, AND

WHEREAS, the Budget and Finance has adjusted the Expense account A56305.54081, AND

WHEREAS, to continue this program for the period of January 1, 2021 to December 31, 2021, NOW THEREFORE BE IT

RESOLVED, the Cortland County Board of Legislature authorizes the release said payment to First Transit and create the following 2021 budget modification.

	<u>CURRENT</u>	<u>CHANGE</u>	<u>REVISED</u>
Expense: Bus Operations Program Expense Increase A56305-54800	\$772,448	+\$89,288.10	\$861,736.10
Revenue: 5311 STOA Passenger and Miles Decrease A563044.43589	\$516,948	+\$89,288.10	\$606,236.10

ON MOTION OF KEVIN FITCH, BOARD MEMBER**AGENDA ITEM NO. 3****Create the Position of Cortland County Mobility Manager - Health Department**

WHEREAS, the needs of the County will be better served by creating one full time position of Mobility Manager, AND

WHEREAS, the funding for this position will be provided through grants, AND

WHEREAS, Agriculture, Planning & Environmental Committee, the Health and Human Services Committee and the Finance and Administration Committees recommend the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one position of Mobility Manager (Management, Grade 11, \$41,494-\$50,484/year, competitive class) be created effective April 23, 2021 at 12:01 A.M., with approval to fill, AND BE IT FURTHER

RESOLVED, that maintaining said position in the future is contingent upon continued grant funding.

Jurisdiction: Cortland County
 Jurisdictional Class: Competitive
 Adopted: 4-23-21

MOBILITY MANAGER

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for the development, coordination and promotion of transportation services in Cortland County. The incumbent is responsible for collaborating in efforts to establish centralized transportation information, assist customers with planning cost effective and time effective trips through various transportation providers, participating in collaboration of community organizations that provide human services transportation in Cortland County, improving the consideration of transportation in land use and other policy decisions. Identify and procure resources to continue coordination efforts and establishing a Mobility Management Center. This work is performed under the general supervision of a department head or higher level administrator with leeway allowed for the exercise of independent judgement in carrying out the details. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Work with existing informal and formal transportation providers to establish a joint call and mobility management trip planner center;
 Develop customer information that explains the range of services and empowers transit users to choose the most appropriate, cost and time effective option to meet customer's needs;
 Coordinates with the existing effort to bring 211.org to Cortland County;
 Partner with other agencies to apply for grants or directly apply for and administers state and federal grants;
 Strengthen the network of human services providers that provide both information about existing transportation about existing transportation options in Cortland County;
 Maintaining and supporting each provider to provide increased mobility in the region;
 Develop a coordination program for human services transportation which includes assisting with facilitation and promotion of the coordinated efforts;
 Chair and facilitate the Transportation Advisory Committee (TAC) meetings, at least quarterly, to up-date the vision of transportation coordination, progress and identify success, challenges and opportunities;
 Works to improve the incorporation of transportation needs in to land use policy decisions across the County;
 Assists existing transportation providers with the development and implementation of transportation marketing and education strategies as requested;
 Assists with assessing priorities and developing recommendations to address unmet or anticipated transportation needs, including recommendations for new routes, route deviations, service hours, and cross-system scheduling, including those residents that need to travel to areas outside Cortland County. Coordinate with and provide information to adjacent counties' transportation providers.

Coordinate these efforts with the yearly unmet Transit Needs Hearings processes; and

Assist formal and informal transportation providers, community groups, and others with the creation of or implementation of alternative transportation services such as mileage reimbursements; volunteer drivers/vehicle sharing, vouchers for gas or car repairs, in order to meet diverse human service transportation needs at the lowest cost.

Develop database and spreadsheet computer applications for management activities;

Prepare and submit quarterly applications and reports, keep record of payments to vendors and state and federal aid received, and prepare annual report to the NYS Department of Transportation and federal agencies as required;

Prepare requests for proposals for new transportation services;

Prepare capital equipment specifications for bid;

Act as liaison with NYS Department of Transportation and federal agencies to develop coordinated transportation plans, safety plans and state transportation policies;

Work collaboratively with County Departments, human service agencies, and local governments' transportation issues.

Administer advertisements on Cortland County's buses;

Maintain up to date information on the County's Mobility Management website.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principals and practices for transportation planning and city/regional planning;

Thorough knowledge of public transportation planning and management practices;

Good knowledge of Cortland County geography;

Good Knowledge of public transportation services in Cortland County;

Ability to read, understand and interpret complex written instructions including reports, scheduling contracts etc.

Ability to understand and interpret complex oral instructions;

Ability to write reports in a clear and concise manner;

Ability to use spreadsheet, graphics and traffic simulation software for analysis and planning;

Ability to establish and maintain good rapport with agency staff, the general public, transit officials, state and federal officials.

MINIMUM QUALIFICATIONS:

- A.** Graduation from a regionally accredited or NYS registered college or university with a Master's Degree or higher in City or Regional Planning, Transportation Planning, Transportation Engineering, Public Administration, Geography or related field AND three (3) years of full-time paid (or its equivalent part-time or volunteer) experience in professional transportation planning; OR
- B.** Graduation from a regionally accredited or NYS registered four year college or university with a Bachelor's Degree or higher in City or Regional Planning, Transportation Planning, Transportation Engineering, Public Administration, Geography or related field AND five (5) years of full-time paid (or its equivalent part-time or volunteer) experience in professional transportation planning; OR
- C.** Any equivalent combination of training and experience as described in A and B

ON MOTION OF KEVIN FITCH, BOARD MEMBER

AGENDA ITEM NO. 4

Authorize the County Administrator to Sign Contracts for Transit Display Advertising on County-Owned Buses - Planning Department

WHEREAS, Cortland County-owned buses have space for transit display advertising, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator in conjunction with the County Mobility Manager to administer the transit display advertising contracts, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized and directed to sign agreements for transit display advertising on County-owned buses.

ON MOTION OF CATHY BISCHOFF, BOARD MEMBER**AGENDA ITEM NO. 5****Amend 2021 Budget/Authorize Agreement with New York State Office of Mental Health to Accept Systems of Care Mini-Grant Funds - Mental Health Department**

WHEREAS, the New York State Office of Mental Health has awarded the Cortland County Mental Health Department a Systems of Care Mini-Grant in an amount not to exceed \$25,000 to invest in software and equipment for a Systems Of Care platform, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is hereby authorized and directed to sign an agreement with the Office of Mental health to accept these funds, AND BE IT FURTHER

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

Increase:

Revenue:

A43104.44490.4200	\$25,000.00
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Expense:

A43105.52060.4200	\$25,000.00
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ON MOTION OF KELLY L. FAIRCHILD-PRESTON, BOARD MEMBER AGENDA ITEM NO. 6

**Authorize Contract with the Cortland Enlarged Central School District for Use Voting Machines
for School Board Elections & Budget Vote - Board of Elections**

WHEREAS, Resolution No. 92-19 authorized a two-year contract with Cortland County School Districts and the Cortland County Board of Elections to conduct said elections, AND

WHEREAS, the Board of Elections and the Cortland Enlarged City School District wish to enter into a new two year contract, AND

WHEREAS, the County has established rates for the use of voting machines, AND

WHEREAS, all revenue received from the from the rental of said voting machines shall be deposited into account # A145042.41289.SCH, Departmental Fees, School, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is authorized to sign agreements with the Cortland Enlarged City School district for use of voting machines for school board elections and budget vote, AND BE IT FURTHER

RESOLVED, that the term of said agreement shall be for two years.

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, BOARD MEMBER AGENDA ITEM NO. 7

**Authorize Agreement with Dominion Voting Systems Corporation for Lease of Voting Machines -
Board of Elections**

WHEREAS, the Cortland County voting machines have reached the end of their useful life, AND

WHEREAS, The New York State Board of Elections has approved the use of two types of voting machines, AND

WHEREAS, both types of voting systems have gone through very strict certification before being authorized by use in New York State, AND

WHEREAS, after reviewing the Dominion Voting Systems Corporation proposal to lease 33 voting machines for seven years at a cost of \$60,295.00 per year, AND

WHEREAS, the Cortland County Board of Elections and the Cortland County Administrator recommends the County Legislature authorize the Dominion proposal and related lease agreement, AND

WHEREAS, the Legislature's Government Operations Committee has reviewed the recommendations of the Board of Elections and the County Administrator, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the County Administrator upon review and approval of the County Attorney or designee to enter into a multi-year agreement with Dominion Voting Systems Corporation at a cost of \$60,295.00 per year with cost such agreement to be paid from account #A14505.54065.

ON MOTION OF GEORGE WAGNER, COMMITTEE CHAIR**AGENDA ITEM NO. 8****Reallocate Salary Grade for Undersheriff, Director, Area Agency on Aging, and Personnel
Department Payroll Coordinator - Personnel Department**

WHEREAS, the County Administrator and the Personnel Officer have reviewed the salary grade for Undersheriff, Area Agency on Aging Director, and Payroll Coordinator (Personnel Department),
AND

WHEREAS, the County Administrator and the Personnel Officer each recommend that the aforesaid positions be reallocated as follows:

Undersheriff - Grade 3 to Grade 2

Area Agency on Aging Director - Grade 5 to Grade 4

Payroll Coordinator - Grade 4 Management Confidential to Grade 5 Management Confidential,

NOW, THEREFORE, BE IT

RESOLVED, that the aforementioned positions are hereby reallocated in the Management/Management Confidential Compensation Employment Policy as follows:

Undersheriff - Grade 3 \$74,005 - \$90,037 to Grade 2 \$79,554 - \$96,791

Area Agency on Aging Director - Grade 5 \$64,039 - \$77,913 to Grade 4 \$68,842 - \$83,755

Payroll Coordinator - Grade 4 \$20,2040 - \$24,5813 Management Confidential to Grade 5 \$21,8569 - \$26,5925 Management Confidential

AND BE IT FURTHER

RESOLVED, that the effective date is April 23, 2021.

ON MOTION OF KELLY L. FAIRCHILD-PRESTON, BOARD MEMBER AGENDA ITEM NO. 9

**Reclassification of Fiscal Officers to Fiscal Managers in the Highway and Public Health
Departments - Personnel Department**

WHEREAS, the needs of the Highway and Health departments will be better served by reclassifying two positions of Fiscal Officer, one in the Highway Department and one in the Public Health Department, AND

WHEREAS, the County Administrator and Personnel Officer have reviewed the duties of these positions and recommend that the positions be re-classified to the position of Fiscal Manager to reflect the expanded duties, AND

WHEREAS, the Highway, Health and Human Services, Government Operations, and Finance Administration committees have reviewed the recommendations of the County Administrator and Personnel Officer, NOW, THEREFORE, BE, IT

RESOLVED, that two positions of Fiscal Officer (Grade 10, \$44,607-\$54,272 Management Compensation competitive class) be and hereby are abolished effective April 22, 2021 at 12:00 p.m, AND BE IT FURTHER

RESOLVED, that two positions of Fiscal Manager (Grade 9, \$47,952 - \$58,341 Management Compensation competitive class) be created effective April 23, 2021 at 12:01 a.m., AND BE IT FURTHER

RESOLVED, that the current incumbents will fill the newly created positions.

ON MOTION OF CHRISTOPHER NEWELL, COMMITTEE MEMBER AGENDA ITEM NO. 10

Authorize 2021 Landfill Tipping Fee Credit for Municipalities - Highway Department, Division of Solid Waste

WHEREAS, the Municipalities of Cortland County will be better served by authorizing a credit to be used at the Cortland County Landfill for the disposal of wastes other than garbage at no charge, AND

WHEREAS, the County Administrator and County Highway Superintendent recommend that there be a no tipping fee 30-ton limit per Municipality, AND

WHEREAS, the Cortland County Landfill no longer accepts tires at their facility, AND

WHEREAS, the Superintendent of the Highway Department is to be authorized to establish a credit for each municipality to dispose of wastes at no charge, NOW THEREFORE BE IT

RESOLVED, that Superintendent of the Highway Department shall provide each municipality in Cortland County a credit of \$2,400.00 for 2021 and allow said municipalities to dispose of their wastes other than garbage at the Cortland County Landfill, AND BE IT FURTHER

RESOLVED, that only authorized municipal representatives utilizing authorized municipal vehicles may bring the waste to the County Landfill in order to make use of the above referenced credit, AND BE IT FURTHER

RESOLVED, that any metal objects (including white goods), construction and demolition waste, and tree wastes shall be separated by category at the landfill site by the municipality making delivery, AND BE IT FURTHER

RESOLVED, that tires shall be excluded as an item that is accepted from the Municipalities wishing to utilize the amnesty credit, AND BE IT FURTHER

RESOLVED, that the Superintendent of the Highway Department shall furnish the Legislature with an accounting of all wastes delivered to the landfill utilizing the amnesty credit.

**ON MOTION OF CHRISTOPHER NEWELL, COMMITTEE MEMBER , CATHY BISCHOFF,
BOARD MEMBER** **AGENDA ITEM NO. 11**

**Award Engineering Construction Inspection Services for Replacement of the Loring Crossing Over
Tioughnioga River, PIN 3755.43; (BIN 3312300) Bridge Replacement Project - Highway
Department**

WHEREAS, Cortland County has been awarded \$4,258,772.00 in Locally Administered Federal funding under the BRIDGE-NY Program to design and construct the replacement of the Loring Crossing Bridge, AND

WHEREAS, the Cortland County Legislature has accepted the funding for said project by Resolution # 9-19, AND

WHEREAS, the Highway Department solicited and received proposals from firms interested in providing Professional Engineering 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 Cortland County Legislature approved an agreement with Barton & Loguidice Engineers, DPC for design of said project by Resolution 11-19, AND

WHEREAS, the Highway Committee recommends Barton and Loguidice Engineers, DPC for the Construction Inspection Services for the said project, AND

WHEREAS, the funding for said services is budgeted in the 2021 Capital Projects Budget, AND

WHEREAS, the amount of the Construction Inspection for said services is \$287,000.00, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the Supplemental Agreement # 1 with Barton and Loguidice Engineers, DPC for Construction Inspection Services to the Cortland County Highway Department for an amount not to exceed \$287,000.00, AND BE IT FURTHER

RESOLVED, that the County Administrator upon review and approval as to form by the County Attorney or designee, is hereby authorized to execute a contract agreement with Barton and Loguidice Engineers, DPC, 443 Electronics Parkway, Liverpool, NY 13088 for Professional Services for the Construction Inspection of the Loring Crossing Bridge (BIN 3312300) Replacement.

ON MOTION OF CHRISTOPHER NEWELL, COMMITTEE MEMBER AGENDA ITEM NO. 12

**Amend the 2021 Budget to Reallocate 2020 Airport Fund Balance to Airport Reserve - Highway
Department/Cortland County Airport**

WHEREAS, the Cortland County Legislature adopted Resolution No. 269-17 which directed that the gain or loss from A5610 accounts be placed into a dedicated reserve fund, AND

WHEREAS, the Airport gain in 2020 was \$59,621.22, AND

WHEREAS, a Board resolution is required annually to move the funds into said Airport Reserve,
NOW THEREFORE BE IT

RESOLVED that the Airport Reserve (A386300.ARPT) be increased \$59,621.22 for 2020 gains.