



Finance & Administration Committee

Committee Meeting

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

~ Agenda ~

Tuesday, June 18, 2024

9:00 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m87bd34f25d478321593085fb7bd9e8ef>

Tuesday, June 18, 2024 9:00 AM | 2 hours | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2332 204 6234

Password: 3McRhSrJN22

Join by phone

+1-415-655-0001 US Toll

Access code: 233 220 46234

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Beau Harbin	☐	☐	☐	
Committee Member Linda Jones	☐	☐	☐	
Committee Member Joseph Nauseef	☐	☐	☐	
Committee Member Sandra Price	☐	☐	☐	
Committee Member Eugene Waldbauer	☐	☐	☐	
Committee Vice-Chair William McGovern	☐	☐	☐	
Committee Chair Cathy Bischoff	☐	☐	☐	

MINUTES

1. Finance & Administration Committee - Committee Meeting - May 14, 2024 9:00 AM

Presentation

Tompkins Cortland Community College Budget Presentation

RESOLUTIONS

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 1

Adopt 2024-2025 Tompkins Cortland Community College Operating Budget

WHEREAS, the Board of Trustees of Tompkins Cortland Community College has presented to this Legislature an Operating Budget for the college fiscal year September 1, 2024 through August 31, 2025; AND

WHEREAS, a public hearing on said budget has been held on June 27, 2024, and heard all persons wishing to speak on this topic, pursuant to notice duly published; NOW THEREFORE BE IT

RESOLVED, that said operating budget in the amount of \$35,185,275 be and hereby is approved and adopted; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature include in the Cortland County Budget for the year 2025 an amount determined pursuant to a plan for said college per adopted Resolution No. 129 for the year 1966, as amended by Resolution No. 128 and 131 for the year 1971, totaling approximately \$1,855,495 as Cortland County's share of the total Sponsoring Community Contribution of \$4,882,882, to be paid in four equal payments from account A24955.54780 after January 1, 2025; AND BE IT FURTHER

RESOLVED, that this resolution shall become effective upon adoption of a concurrent resolution by the Tompkins County Legislature.

MONTHLY REPORTS

1. Real Property Tax Services Monthly Report
2. April Finance Reports
3. County Auditor Quarterly Update
4. County Administrator Monthly Report

RESOLUTIONS CONT.

Referred from Building & Grounds Committee

Referred from Highway Committee

Referred from Government Operations Committee

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 2

Authorize Agreement Between the County of Cortland/Sheriff and the CSEA Cortland County Local 812, Correction Officer/Civilian Unit #6550-03 - Effective January 1, 2025 to December 31, 2029

WHEREAS, Cortland County/Sheriff and CSEA Local 812, Corrections Officer/Civilian Unit #6550-03 negotiating committees have met to negotiate a new contract; AND

WHEREAS, the negotiating committees have agreed on a new contract; AND

WHEREAS, CSEA ratified the contract on May 7, 2024; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the Agreement by and between the County of Cortland and CSEA Cortland County Local 812, Unit #6550, for the time period of January 1, 2025 to December 31, 2029.

Referred from Judiciary & Public Safety Committee

ON MOTION OF PRICE

AGENDA ITEM NO. 3

Reallocate Salary Grade Data Officer - Assigned Counsel

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for Data Officer in the Assigned Counsel Office; AND

WHEREAS, it is recommended that the aforesaid position be reallocated from Grade 4H (\$21.1369-28.1333/hr) to Grade 6H (\$24.4262-32.5115/hr) in the Management Compensation Plan; AND

WHEREAS, the Data Officer position is 100% grant funded; NOW THEREFORE, BE IT

RESOLVED, that the position of Data Officer is hereby reallocated from Grade 4H (\$21.1369-28.1333/hr) to Grade 6H (\$24.4262-32.5115/hr) in the Management Compensation Plan effective June 28, 2024.

ON MOTION OF PRICE

AGENDA ITEM NO. 4

Authorize Use of County Vehicle Repair/Replacement Reserve for Sheriff Vehicle - Sheriff's Office

WHEREAS, the Cortland County Legislature adopted Resolution No. 107-15, which established the County Vehicle Repair/Replacement Reserve for the purpose of vehicle related costs; AND

WHEREAS, funds are required for the repair of a Sheriff Road Patrol vehicle damaged in an accident; AND

WHEREAS, the County Vehicle Repair/Replacement Reserve has funding available to cover this expense; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature be and hereby approves the use of the County Vehicle Repair/Replacement Reserve for the repair of a damaged Sheriff Road Patrol vehicle; AND BE IT FURTHER

RESOLVED, that the 2024 County Budget be and hereby is amended as follows:

Increase:

A31205.54300	Vehicle Repairs & Maintenance	\$3,400.00
A351100	Appropriated Reserves	\$3,400.00

Referred from Ag/Planning/Environmental Committee

ON MOTION OF HARBIN

AGENDA ITEM NO. 5

Amend 2024 Budget/Accept New York State Operating Assistance (STOA) SFY 2023-24 Additional "Clean Up" Funding - New York State Department of Transportation - Planning Department

WHEREAS, the Public Transportation Bureau has sent vouchers to the New York State Comptroller that distributes the SFY 2023-2024 State Wide Mass Transportation Operating Assistance (STOA) "Clean Up" payments to the upstate formula bus systems; AND

WHEREAS, these payments distribute the remaining 2023-2024 STOA appropriation balances for the upstate formula bus systems; AND

WHEREAS, Cortland County has received a SFY 2023-2024 STOA "Clean-Up" payment in the amount of \$243,205.66 from New York State Department of Transportation under the Federal Section 511 for transit operating assistance, which will be paid to Cortland County's public transportation operator, First Transit, Inc.; NOW THEREFORE BE IT

RESOLVED, the 2024 budget be amended as follows:

INCREASE:	<u>CURRENT</u>	<u>CHANGE</u>	<u>REVISED</u>
Revenue: A563044-43589	\$540,000	\$243,205.66	\$783,205.66
Expenditure: A56305.54815	\$540,000	\$243,205.66	\$783,205.66

Referred from Health & Human Services

ON MOTION OF VAN DEE

AGENDA ITEM NO. 6

Abolish One Caseworker and One Senior Case Aide/Create One Senior Housing Coordinator and Two Housing Coordinators - Department of Social Services

WHEREAS, the needs of the Department of Social Services will be better served by abolishing one (1) position of Caseworker, and one (1) position of Senior Case Aide, and creating one (1) position of Senior Housing Coordinator and two (2) positions of Housing Coordinator, which affects the budget as referenced on the attached Personnel Justification Forms; AND

WHEREAS, the Health and Human Services Committee recommends the abolition and creation of these positions; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Caseworker (Grade 18, CSEA, \$25.5703-32.3653/hr, competitive class, full time with benefits) and one (1) position of Senior Case Aide (Grade 10, CSEA, \$19.5862-24.7912/hr, competitive class, full time with benefits) be abolished effective July 1, 2024; AND BE IT FURTHER

RESOLVED, that one (1) position of Senior Housing Coordinator (Grade 19, CSEA, \$26.4962-33.5375/hr, competitive class, full time with benefits) and two (2) positions of Housing Coordinator (Grade 16, CSEA \$23.8479-30.1854/hr, competitive class, full time with benefits) be created with permission to fill effective July 1, 2024.

DISCUSSION ITEMS

1. Capital Projects & Unappropriated Funds Update - County Administrator, Rob Corpora
2. 2025 Budget Preparation
 - Bucket 1 Departmental Review
 - Over/Under 2023 & 2024
 - Bucket 2 Department Review
 - Over/Under 2023 & 2024

Adjournment