



Finance & Administration Committee

Committee Meeting

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

~ Agenda ~

Tuesday, August 15, 2023

10:30 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m382576ae22c6966e01494534940ee7fc>

Tuesday, August 15, 2023 10:30 AM | 1 hour

Meeting number: 2344 153 9674

Password: XbVDHCUY852

Join by phone

+1-415-655-0001 US Toll

Access code: 234 415 39674

CALL TO ORDER

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

MINUTES

1. Finance & Administration Committee - Committee Meeting - Jun 13, 2023 10:00 AM

RESOLUTIONS

ON MOTION OF WAGNER

AGENDA ITEM NO. 1

Adopt 2023-2024 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, 2023 through August 31, 2024, AND

WHEREAS, a public hearing on said budget has been held on _____, 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 \$34,862,992 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 2023 an amount to be determined pursuant to a plan for said college adopted by 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 payments from account #A24955.54780 after January 1, 2024 as per contractual agreement, AND BE IT FURTHER

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

ON MOTION OF WAGNER

AGENDA ITEM NO. 2

Authorize Distribution of Second Quarter 2023 Sales Tax

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

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

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

WHEREAS, the 2023 second quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for second quarter 2023 to be \$9,758,908.82, AND

WHEREAS, the total amount available for distribution is \$9,383,908.82, after the direct deduction for County purposes, AND

WHEREAS, individual municipalities by resolution have opted to apply a portion of their sales tax dollars to off-set the property tax levy and that amount (\$725,000.00) is to be withheld from the quarterly distribution, AND

WHEREAS, Cortland County receives (54%), or \$5,067,310.76 of the total net quarterly distribution, AND

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

RESOLVED, that the Cortland County Legislature authorizes the County Treasurer or designee to release sales tax payments for the second quarter of 2023 as so stated below from Account No. A19855.54101 in either the form of a county check or by direct bank transfer as per the request of the receiving municipality:

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
Cortland, City of	\$1,665,643.82	\$-0-	\$1,665,643.82	\$-0-
Cincinnatus, Town of	\$71,510.31	\$-0-	\$71,510.31	\$-0-
Cortlandville, Town of	\$819,689.65	\$-0-	\$819,689.65	\$-0-
Cuyler, Town of	\$69,054.39	\$(28,750.00)	\$40,304.39	\$-0-
Freetown, Town of	\$54,712.19	\$-0-	\$54,712.19	\$-0-
Harford, Town of	\$77,241.70	\$-0-	\$77,241.70	\$-0-
Homer, Town of	\$282,000.98	\$-0-	\$282,000.98	\$-0-

Homer, Village of	\$201,069.39	\$-0-	\$201,069.39	\$-0-
Lapeer, Town of	\$109,051.57	\$(82,500.00)	\$26,551.57	\$-0-
Marathon, Town of	\$83,393.67	\$-0-	\$83,393.67	\$-0-
Marathon, Village of	\$42,965.41	\$-0-	\$42,965.41	\$-0-
McGraw, Village of	\$36,970.22	\$-0-	\$36,970.22	\$-0-
Preble, Town of	\$146,886.22	\$-0-	\$146,886.22	\$-0-
Scott, Town of	\$87,351.77	\$-0-	\$87,351.77	\$-0-
Solon, Town of	\$81,809.71	\$-0-	\$81,809.71	\$-0-
Taylor, Town of	\$44,844.53	\$-0-	\$44,844.53	\$-0-
Truxton, Town of	\$105,926.57	\$-0-	\$105,926.57	\$-0-
Virgil, Town of	\$267,260.48	\$(25,000.00)	\$242,260.48	\$-0-
Willet, Town of	\$69,215.48	\$-0-	\$69,215.48	\$-0-
Total	\$4,316,598.06	\$(136,250.00)	\$4,180,348.06	\$-0-

, AND BE IT FURTHER

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

ON MOTION OF WAGNER

AGENDA ITEM NO. 3

Designate Cortland County Convention and Visitors Bureau as Cortland County's Tourism Promotion Agency

WHEREAS, the New York State Division of Tourism's Matching Grant Program is designated to encourage tourism promotion throughout New York and adjacent states, AND

WHEREAS, the Cortland County Convention and Visitors Bureau Inc., a non-profit organization promoting Cortland County as a tourism destination, qualifies as the official Tourism Promotion Agency for Cortland County, AND

WHEREAS, the Cortland County Convention and Visitors Bureau Inc. has requested to be designated the Tourism Promotion Agency for Cortland County in 2024, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Convention and Visitors Bureau Inc., is hereby designated for 2024 by the Cortland County Legislature to make application for and receive grants on behalf of the County pursuant to the New York State Tourism Promotion Act.

ON MOTION OF WAGNER

AGENDA ITEM NO. 4

Authorize Agreement Cortland County Convention and Visitors Bureau for Provision of Public Benefits Services for Promotion and Publicity

WHEREAS, the County of Cortland desires to promote and publicize the advantages, benefits and attractions of Cortland County in order to attract visitors, businesses and industry, AND

WHEREAS, Cortland County has imposed a Hotel/Motel Occupancy Tax for the purpose of funding Tourism Promotion, AND

WHEREAS, Section 224 of County Law provides the County may contract with non-profit

organizations, other corporations, associations and agencies within the County to provide such publicity services, upon certain terms and conditions, AND

WHEREAS, the Cortland County Convention and Visitors Bureau Inc. (CVB), is a non-profit organization promoting Cortland County as a tourism destination, NOW THEREFORE BE IT

RESOLVED, that pursuant to Section 224 of County Law, the County shall enter into a contract with the Cortland County Convention and Visitors Bureau Inc. under the following terms and conditions:

1. The CVB shall provide the County with its services and shall promote and publicize the advantages of Cortland County in such a mode and manner as it deems appropriate, including, but not limited to, all media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.
2. The CVB shall be responsible for the distribution of occupancy funds as outlined in the Cortland County Occupancy Tax Funding Request Guidelines.
3. Cortland County will collect occupancy taxes as prescribed in Local Law No. 1 of 2002 and shall remit those funds to the CVB for redistribution.
4. Cortland County will retain 10% of the occupancy funds per Section 4 (12) of Local Law No. 1 of 2002 for the purpose of administering such tax.
5. The Cortland County Finance Director shall remit to the CVB the sum of \$741,171.06, consistent with the 2022 Occupancy tax collections, to the tourism and publicity account.
6. The term of this agreement shall be one (1) year from January 1, 2024 to December 31, 2024.
7. Within thirty (30) days of the termination of this agreement, the CVB shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefore attached. The County Chairman or designee may request such verified accounting be rendered to the County each quarter during the term of this agreement.
8. The CVB shall place any unused monies into a dedicated account for the purpose of developing new events and funding unanticipated activities that support tourism in Cortland County with an emphasis on events that produce multi-day visits or overnight stays.

, AND BE IT FURTHER

RESOLVED, that the County Administrator is authorized and directed to enter into an agreement, upon review and approval of the County Attorney or designee, with the Cortland County Convention and Visitors Bureau Inc. for the period January 1, 2024 through December 31, 2024 in accordance with the terms and conditions listed above.

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

Referred from Ag/Planning/Environmental Committee

ON MOTION OF HARBIN

AGENDA ITEM NO. 1

Authorize Agreement for Consulting Services to Create a Cortland County Strategic Development Plan - Planning Department

WHEREAS, the Cortland County Planning Department advertised for proposals for Consulting Services to create a Cortland County Strategic Development Plan, AND

WHEREAS, Resolution No. 174-22 approved monies awarded from Appalachian Regional Commission (ARC) and Empire State Development (ESD) in the amount of \$190,000 with a County match of \$10,000 for the cost of services to create a Cortland County Strategic Development Plan, AND

WHEREAS, the Cortland County Planning Department received proposals from the following consultants:

MRB Group D.P.C. - \$200,000
220 Salina Meadows Parkway #180
Syracuse, NY 13212

C&S Engineers, Inc. - \$200,000
499 Col Eileen Collins Blvd
Syracuse, NY 13212

, NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of involved parties, the County Legislature hereby awards the contract for consulting services to create a Cortland County strategic development plan to MRB Group, D.P.C., 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 the necessary agreements for said contract, AND BE IT FURTHER

RESOLVED, that all costs associated with the consulting services to create a Cortland County strategic development plan shall be paid from account #A80205.54055.

ON MOTION OF HARBIN

AGENDA ITEM NO. 2

Authorize Grant Application with New York State Department of Parks, Recreation and Historic Preservation for 2023-2024 Cortland County Snowmobile Trail Development and Maintenance Grant - Planning Department

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

WHEREAS, Cortland County is designated as the Local Sponsor under Section 27.17 of the New York State Parks, Recreation and Historic Preservation Law for the purpose of preparing a grant application for Snowmobile Trail Development and Maintenance for the period April 1, 2023 to March 31, 2024, AND

WHEREAS, the County will retain an administration fee up to ten percent (10%) of the grant award to offset the actual cost for administration expenses incurred as the local grant sponsor for the period of April 1, 2023 to March 31, 2024, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized to sign the Local Sponsor Signature Form with documentation to support Department of Environmental Conservation, Department of Transportation, Landowner and other State, or Federal Land Permissions for each Cortland County club to become part of the New York State Snowmobile Trail System, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or

designee is hereby authorized to electronically sign all materials as it pertains to the Phase III approval of permissible expenses for Snowmobile Trail development and maintenance Grant for the period April 1, 2023 to March 31, 2024.

ON MOTION OF HARBIN

AGENDA ITEM NO. 3

Authorize Agreements Various Snowmobile Clubs for Annual Snowmobile Trail Maintenance - Grant Funding Years 2023-2024 - Planning Department

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

WHEREAS, Cortland County under Section 27.17 of the State Parks, Recreation and Historic Preservation Law will apply for Snowmobile Trail Development and Maintenance grant funding for the period April 1, 2023 to March 31, 2024, AND

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

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

WHEREAS, the County will retain an administration fee of up to ten percent (10%) of the grant award to offset the actual cost of administering the grant for the period April 1, 2023 to March 31, 2024, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby authorizes the County Administrator, upon review and approval by the County Attorney or designee, to sign agreements with the following snowmobile clubs: Truxton Snowmobile Club, Inc., Trailblazers of Onondaga & Cortland County (Tully Trailblazers), Trail Hounds, Inc., Seven Valley Snow Goers, Inc., Ridge Rider's Snowmobile Club, Inc., Marathon Snowdusters, Inc., LaFayette Trailriders, and Dryden Caroline Drifters Snowmobile Club for the purposes as previously stated for the period April 1, 2023 to March 31, 2024.

Referred from Building & Grounds Committee

ON MOTION OF HEIDER

AGENDA ITEM NO. 4

Award Bid/Authorize Contract 37 Church Street Shingle Roof Replacement - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued for the tear-off, repair and replacement of the shingled portion of the roof at 37 Church Street, Cortland, New York 13045, AND

WHEREAS, bids were received from the following:

Company	Address	Amount
Universal Builders	97 Depot St. Canisteo, NY 14823	\$42,964
Marchuska Brothers	408 Commerce Road Vestal, NY 13850	\$49,945
New Britain Roofing, Inc.	721 Fox Street Horseheads, NY 14845	\$98,000
Pulver Roofing Company, Inc.	1418 Erie Street Utica, NY 13502	\$96,000
Sierra Contractors Corp.	14-31 28 th Ave., # 6 Astoria, NY 11102	\$111,000

WHEREAS, based upon the results of the bid, the Building and Grounds Committee recommends that bid be awarded to the lowest responsible bidder, NOW THEREFORE BE IT

RESOLVED, that Universal Builders is hereby awarded the bid for the tear-off, repair and replacement of the shingled portion of the roof at 37 Church Street, Cortland, New York 13045, AND BE IT FURTHER

RESOLVED, that the funds for this project are to come from the Buildings & Grounds Capital Project Reserve Fund, Account No. A386300.B&G, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into a contract with Universal Builders of 97 Depot St., Canisteo, NY 14823 for the tear-off, repair and replacement of the shingled portion of the roof at 37 Church Street, Cortland, New York 13045 at a cost not to exceed \$42,964.

ON MOTION OF HEIDER

AGENDA ITEM NO. 5

Authorize Change Order for Investigative Work and Repairs at Cortland County Courthouse

WHEREAS, Cortland County wishes to continue restoration/improvements to the historic County Courthouse entrances and exterior, AND

WHEREAS, Cortland County received a change order from Bell and Spina Architects, AND

WHEREAS, Bell and Spina has submitted a proposal for the investigative work for the additional repairs from R. E. Kelley who is currently constructing the new steps, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed the proposal and has recommended moving forward with this proposal with funding to be paid from A16205.52320.ARP, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to sign the change order with Bell and Spina Architects 215 Wyoming St. St #201 Syracuse, NY 13204, for a cost not to exceed \$5,160, AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized to approve change orders for an amount not to exceed \$25,000 per change order for projects, upon approval of the Buildings and Grounds Committee Chair.

ON MOTION OF HEIDER

AGENDA ITEM NO. 6

Authorize Elevation Change Order for Cortland County Courthouse Project

WHEREAS, Cortland County is restoring the Main Entrance Steps to the historic County Courthouse, AND

WHEREAS, Cortland County received a change order from Bell and Spina Architects, AND

WHEREAS, Bell and Spina has submitted a proposal for elevation changes needed beneath grade that were not equal to the current Courthouse footings, and also address and reconstruct the existing brick wall pocket voids not identified until excavated, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed the proposal and has recommended moving forward with this proposal with funding to be paid from A16205.52320.ARP, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature be and hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to sign the change order from Bell and Spina Architects of 215 Wyoming St., St #201, Syracuse, NY 13204, for a cost not to exceed \$17,496.68, AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized to approve change orders for an amount not to exceed \$25,000 per change order for projects, upon approval of the Buildings and Grounds Committee Chair.

ON MOTION OF HEIDER

AGENDA ITEM NO. 7

Authorize Change Order for 111 Port Watson Street Project

WHEREAS, Cortland County is renovating the 111 Port Watson Street building for a new Mental Health facility, AND

WHEREAS, Cortland County received a proposed contract change order from Bell and Spina for exploratory work at 111 Port Watson Street, AND

WHEREAS, R. E. Kelley is already onsite and insured at the Courthouse and under contract with Cortland County and is able to complete the exploratory work needed at 111 Port Watson Street, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed the proposed contract change order and has recommended moving forward with this proposal with funding to be paid from A43115.52320.ARP, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature be and hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to sign the change order from Bell and Spina Architects of 215 Wyoming St. St #201, Syracuse, NY 13204, for a cost not to exceed \$1,980, AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized to approve change orders for an amount not to exceed \$25,000 per change order for projects, upon approval of the Buildings and Grounds Committee Chair.

Referred from Health & Human Services

ON MOTION OF PRICE

AGENDA ITEM NO. 8

Authorize Agreement and Amend Budget Code Blue - Department of Social Services

WHEREAS, the New York State Office of Temporary and Disability Assistance require counties to implement regulations in Title 18NYCRR Section 304.1 titled Protection of Vulnerable Homeless Persons, otherwise referred to as “Code Blue” to provide shelter during inclement weather when air temperatures are at or below 32 degrees Fahrenheit, AND

WHEREAS, the Salvation Army has agreed to contract with Cortland County to provide Warming Center services for the 2023-2024 season, AND

WHEREAS the Grace and Holy Spirit Church will require \$608 in utility and supplies costs for the 2023 – 2024 season for the space provided for Warming Center services, AND

WHEREAS, a portion of the contract costs and other Code Blue expenses will need to be paid in 2023, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to sign an agreement with the Salvation Army for Warming Center services for the term November 1, 2023 – April 30, 2024, in an amount not to exceed \$260,000, AND BE IT FURTHER

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

Increase:

Expense:

A60105.54800.4696	Code Blue	\$25,000.00
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Revenue:

A601043.43689.4696	Code Blue	\$25,000.00
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ON MOTION OF PRICE

AGENDA ITEM NO. 9

Amend 2023 Budget Low Income Day Care - Department of Social Services

WHEREAS, the New York State Office of Children and Family Services has increased eligibility criteria and benefit levels for the Low Income Day Care program, AND

WHEREAS, the number of eligible families has increased significantly in 2023, AND

WHEREAS, there is no longer enough money in the 2023 budget, NOW THEREFORE BE IT

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

Increase:

Expense:

A60105.56055	Day Care	\$400,000.00
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Revenue:

A601043.43655	Day Care	\$400,000.00
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ON MOTION OF PRICE

AGENDA ITEM NO. 10

Authorize Agreement and Allocation of Opioid Reserve Funding

WHEREAS, Resolution No. 238-21 and Resolution No. 287-21 authorized acceptance of settlements related to action against opioids, distributors of opioids and chain pharmacies, AND

WHEREAS, Resolution No. 238-21 and Resolution No. 287-21 resolved that all settlement monies be set aside in a special reserve to address the opioid crisis in Cortland County, AND

WHEREAS, Resolution No. 12-23 established the Cortland County Opioid Settlement Fund Subcommittee, AND

WHEREAS, the Cortland County Opioid Settlement Fund Subcommittee received a request for funding from The Council (Alcohol & Drug Council of Tompkins County) to assist with the needs of their Open Access Detox & Stabilization Center, AND

WHEREAS, it is the recommendation of the Cortland County Opioid Settlement Fund Subcommittee and the Health and Human Services Committee to authorize the allocation of \$100,000 of the Opioid Settlement funds to The Council for use at their Open Access Detox & Stabilization Center, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes the allocation of \$100,000 from the Opioid Reserve, account number A386300.OPD, to The Council for use at their Open Access Detox & Stabilization Center, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature authorizes the County Administrator, upon approval by the County Attorney or designee, to enter into an agreement with The Council for said purposes, AND BE IT FURTHER

RESOLVED, that the Cortland County 2023 budget be amended as follows:

INCREASE:

A13255.54055	Professional Services	\$100,000
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A351100	Appropriated Reserves	\$100,000
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Referred from Judiciary & Public Safety Committee

ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 11

Amend 2023 Budget and Transfer Funds to Jail Medical Supplies - Sheriff's Department

WHEREAS, the Cortland County Sheriff's Office has expended the 2023 budget for Inmate Medical Supplies, AND

WHEREAS, it is anticipated that the County jail will continue to incur expenses for inmate medical supplies, NOW THEREFORE BE IT

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

INCREASE:

EXPENSE:

Medical Supplies	A31505-54006	\$100,000
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Approp. Fund Balance	A359900	\$100,000
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ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 12

Authorize Rental Agreement with NYSEG - Department of Emergency Response

WHEREAS, NYSEG, a public utility company operating in Cortland County, is in need of radio communications tower space to operate part of their radio network, AND

WHEREAS, the Cortland County radio tower known as "Virgil" meets that need, AND

WHEREAS, the County and NYSEG previously entered into rental agreements in August of 2006 and September of 2013, and are now interested in executing another ten (10) year agreement, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes the County Administrator, upon approval of the County Attorney or designee, to execute a ten (10) year rental agreement between the County and NYSEG for radio tower space on the County's Virgil radio tower, revenue of which will be reported in A302046.42410, Rental of Real Property.

ON MOTION OF FAIRCHILD-PRESTON**AGENDA ITEM NO. 13****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 balance at May 31, 2023 was \$156,591.08, 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 2023 County Budget be and hereby is amended as follows:

Increase:

A31205.54300 Vehicle Repairs & Maintenance \$15,795.87

A351100 Appropriated Reserves \$15,795.87

ON MOTION OF FAIRCHILD-PRESTON**AGENDA ITEM NO. 14****Authorize Agreement with Motorola - Geo Redundant Prime Radio Sites - Department of Emergency Response & Communications**

WHEREAS, Cortland County's Department of Emergency Response & Communications was awarded a grant from New York State Department of Homeland Security in the amount of \$5,000,000 in support of improvements to the County's radio system, AND

WHEREAS, the County has received a proposal from Motorola, Incorporated to upgrade the County's radio system to include geo-redundant prime sites located at 22 West Court Street and the Cortlandville Tower site on South Hill Road in the amount of \$933,647. This expense is in support of the grant award, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is authorized to execute a contract with Motorola, Incorporated for geo-redundant prime sites located at 22 West Court Street and the Cortlandville Tower site on South Hill Road in the amount of \$933,647.

ON MOTION OF FAIRCHILD-PRESTON**AGENDA ITEM NO. 15****Amend 2023 Budget/Authorize Agreement with Global Medical Response for Non-Emergency Medical Call Diversion Program - Department of Emergency Response**

WHEREAS, the Judiciary & Public Safety Committee at its March 2023 meeting directed the 911 center to explore the options of implementing a non-emergency medical call diversion program in the 911 center for the purpose of reducing the call volumes for local first responders and the Cortland hospital, AND

WHEREAS, Onondaga County released an RFP (#21-3400-002), on which contract piggybacking is allowed, dated October 12, 2021 for non-emergency medical call diversion services for

their 911 center, AND

WHEREAS, Onondaga County awarded a multi-year contract from the RFP response to Global Medical Response, AND

WHEREAS, the Cortland County 911 center sees the need for a non-emergency medical call diversion program in Cortland County to alleviate first response personnel and medical care facilities, with cost savings to the County's Medicaid & Medicare program expenses, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby allocates the funds for a one (1) year trial of a non-emergency medical call diversion program and amends the 2023 budget as follows:

A359900 Unappropriated Fund Balance	Increase \$91,500
A30205.54055 Professional Services	Increase \$91,500

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign the contract with the Global Medical Response at an amount not to exceed \$91,500.

ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 16

Create Associate Assistant Public Defender/Assistant Public Defender Position - Public Defender

WHEREAS, the needs of the agency will be better served by creating one Associate Assistant Public Defender/Assistant Public Defender (FT), AND

WHEREAS, the Judiciary and Public Safety Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one position of Associate Assistant Public Defender/Assistant Public Defender (MGMT, Grade 7, \$68,718-\$91,464/yr, pending jurisdictional classification, full time, with benefits or MGMT, Grade 6, \$73,873-98,324/yr, non-competitive class, full-time with benefits) be created with approval to fill on August 25, 2023, AND BE IT FURTHER

RESOLVED, that this position is dependent on the related grant and will be abolished unless extended by resolution prior to grant funding being exhausted.

Referred from Highway Committee

ON MOTION OF NEWELL

AGENDA ITEM NO. 17

Amend 2023 County Road Fund Budget with Additional Consolidated Local Street and Highway Improvement Program (CHIPS), Pave NY (PAVE) and Pave Our Potholes (POP) Funding - Highway Department

WHEREAS, the 2023 approved amounts for the Consolidated Local Street and Highway Improvement Program (CHIPS), PAVE NY (PAVE) and Pave our Potholes (POP) are higher than the amounts anticipated when preparing the County Road Fund Budget, AND

WHEREAS, the additional amounts total \$235,672.16, NOW THEREFORE BE IT

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

Increase Revenues:

D511243.43501	County Road Fund CHIPS Revenue	\$230,703.89
D511243.43501.PAVE	PAVE NY Revenue	\$2,980.96
D511243.43501.POP	Pave our Pothole Revenue	\$1,987.31

Increase Expenses:

D51125.54077	Construction Expenses	\$235,672.16
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ON MOTION OF NEWELL

AGENDA ITEM NO. 18

Award Crains Mills Road Bridge Repair - Bridge Diaphragm Connections (BIN 3312400) - Highway Department

WHEREAS, the Crains Mills Road Bridge (BIN 3312400) has been Red Flagged by the New York State Department of Transportation, AND

WHEREAS, the welded diaphragm connections to the girder webs have cracks, AND

WHEREAS, the repairs to said bridge diaphragms will need to be welded by a New York State Certified welder, AND

WHEREAS, the costs to have the bridge repaired is reimbursable in full under the CHIPS program, AND

WHEREAS, the Highway Superintendent has advertised for and received bids for the repairs to the Crains Mill Road Bridge and they are as follows:

<u>BIDDERS</u>	<u>BID</u>
R. DeVincentis Construction, Inc. One Brick Avenue Binhamton, NY 13901	\$38,000
BVR Construction Company, Inc. 8 King Road Churchville, NY 14428	\$43,000
Vector Construction Corporation 6364 Island Road Cicero, NY 13039	\$67,500
Economy Paving Co., Inc. 1819 NYS RT 13 Cortland, NY 13045	\$105,000

, AND

WHEREAS, the lowest responsible bid received for the repair of said bridge was received from R. DeVincentis Construction, Inc., NOW THEREFORE BE IT

RESOLVED, the Cortland County Administrator, upon review and approval by the County

Attorney or designee, is hereby authorized to execute an agreement for the Crains Mill Road Bridge Repair-Bridge Diaphragm Connections (BIN 3312400) to R. DeVincentis, Construction, Inc., One Bick Avenue, Binghamton, NY 13901 for an amount not to exceed \$38,000, AND BE IT FURTHER

RESOLVED, that the project costs be charged to the already established Account # D51125.54077 7177.

ON MOTION OF NEWELL

AGENDA ITEM NO. 19

Award the Project for the 100LL Avgas Fuel Farm Relocation at the Cortland County Airport - Highway Department

WHEREAS, the County of Cortland has been awarded a New York State Department of Transportation (NYSDOT) Aviation Capital Grant funding for the 100 LL Avgas Fuel Farm Relocation at the Cortland County Airport, GEN. Levi R. Chase field, AND

WHEREAS, the design of and construction of the 100LL Fuel System Project (NYS PIN 3903.10) was approved by the Cortland County Legislature by Resolution No. 82-22, AND

WHEREAS, the Highway Superintendent has advertised for and received a bid for the Construction of the 100LL Fuel System (NYS PIN 3903.10) and it is as follows:

<u>BIDDERS</u>	<u>BID</u>
Cortland Pump, LLC 694 Lake Como Road Cortland, NY 13045	\$870,000

, AND

WHEREAS, the only responsible bid received for the Construction of the said project was received from Cortland Pump, LLC, 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 Cortland Pump, LLC, 694 Lake Como Road, Cortland, NY 13045 for an amount not to exceed \$870,000, AND BE IT FURTHER

RESOLVED, that the project costs be charged to the already established Account # HH56105.52800.100LL.

Referred from Government Operations Committee

ON MOTION OF STOCK

AGENDA ITEM NO. 20

Agreement Between CSEA Local 812, Department of Emergency Response and Communications Unit #6

WHEREAS, Cortland County and CSEA Local 812, Department of Emergency Response and Communications Unit #6550-02 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 June 30, 2023, 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 #6550-02, for the time period of January 1, 2024 to December 31, 2028.

ON MOTION OF STOCK

AGENDA ITEM NO. 21

Authorize Agreement - Medicare Advantage Plan - Personnel Department

WHEREAS, Broome County has secured contracts with United HealthCare for Medicare Advantage and Prescription Drug Benefit Plans (MAPD plans) for the Medicare primary retirees of the participating entities of the Broome County Purchasing Alliance (BCPA), AND

WHEREAS, Broome County allows participation of other interested municipalities pursuant to General Municipal Law Section 119-o, AND

WHEREAS, each participating municipality will enter into its own contract with United HealthCare under the BCPA to receive the preferred pricing and coverage of the alliance, AND

WHEREAS, Cortland County received four Medicare Advantage Plan proposals that were analyzed by the County health insurance consultants, AND

WHEREAS, upon this analysis, it has been determined that the Broome County Purchasing Alliance will provide the best value and benefits for the County and its retirees, AND

WHEREAS, Cortland County wishes to participate in the BCPA MAPD Program effective January 1, 2024, NOW THEREFORE BE IT

RESOLVED, that Cortland County agrees to participate with Broome County and other participating municipalities in the BCPA for Medicare Advantage and Prescription Drug Benefit Services for its eligible retirees, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes and directs the County Administrator, upon review and approval by the County Attorney, to execute a contract for Medicare Advantage Plan Option 4 through the Broome County Purchasing Alliance with United Health Care from January 1, 2024 through December 31, 2024.

ON MOTION OF STOCK

AGENDA ITEM NO. 22

Reallocate Clerk of the Legislature Salary Grade - Personnel/Civil Service Department

WHEREAS, the County Administrator and the Personnel Officer have reviewed the salary grade for the Clerk of the Legislature, AND

WHEREAS, the County Administrator and the Personnel Officer each recommend that the aforesaid position be reallocated from Grade 8 (\$63,924 - \$85,083) to Grade 6 (\$73,873 - \$98,324), NOW THEREFORE BE IT

RESOLVED, that the position of Clerk of the Legislature be and hereby is reallocated from Management/Management Confidential Compensation Employment Policy effective August 25, 2023.

MONTHLY REPORTS

1. Treasurer Monthly Report
2. 2022 External Audit Report
3. June 2023 Finance Reports
4. County Auditor Quarterly Update
5. Real Property Tax Services Monthly Report
6. County Administrator Monthly Report

DISCUSSION ITEMS

1. Cortland County Convention & Visitor's Bureau Update - Executive Director Michelle Enright
2. Applications for Corrected Tax Roll July 2023 - Audit Department
3. 2024 Budget Updates

Adjournment