



Finance & Administration Committee

Committee Meeting

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

~ Agenda ~

Tuesday, December 12, 2023

10:00 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m1876245741e1b3d4f9665d02522b2ace>

Tuesday, December 12, 2023 10:00 AM | 1 hour | (UTC-05:00) Eastern Time

Meeting number: 2334 012 7261

Password: XbVDHCUY852

Join by phone

+1-415-655-0001 US Toll

Access code: 233 401 27261

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 - Nov 7, 2023 10:00 AM
2. Finance & Administration Committee - Special Meeting - Nov 14, 2023 9:00 AM

RESOLUTIONS

ON MOTION OF WAGNER

AGENDA ITEM NO. 1

Award Bid/Authorize Contract for Vehicle Repair and Maintenance

WHEREAS, a Request for Proposals (RFP) was issued November 7, 2023 for vehicle repair and maintenance services and such bids were due and received by Tuesday, December 5, 2023, AND

WHEREAS, based upon the results of the bid, the bid is to be awarded to the lowest responsible bidder, AND

WHEREAS, one bid was received from the following: O'Shea Tire & Service Center, of 270 Tompkins Street, Cortland, NY 13045, NOW THEREFORE BE IT

RESOLVED, that the bid from O'Shea Tire & Service Center, of 270 Tompkins Street, Cortland, NY 13045, is hereby accepted at the bid prices as listed per the RFP, 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 the awarded vendor for the purchase of said services for the one-year period from January 1, 2024 through December 31, 2024, with an option to extend for an additional three one-year terms.

ON MOTION OF WAGNER

AGENDA ITEM NO. 2

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

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

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

112.20-01-04.000	Price, Danielle A.	\$189.32
112.20-01-20.000	Morse, Ryan	189.32
112.20-01-22.000	Morse, Ryan	250.37
113.17-01-03.000	Smith, Ronald P.	308.67
113.17-01-04.000	Randall, Joseph	213.52
113.17-01-12.000	Soule, Kenneth	189.32
113.17-01-30.000	Kurtz, Robert L. III	189.32
113.17-02-02.000	Durney, James	209.12
113.17-02-04.000	Butler, Cathy L.	228.92
113.17-02-09.000	Byroads, John	99.61
113.17-02-10.000	Turshman, Kristen	193.72
113.17-02-12.000	Pittsley, Anna	188.63
113.17-02-16.000	Williams, James A. Jr	662.64
113.17-02-21.000	Harlow, Geoffrey	201.70
122.00-03-04.000	Kwak, Bryan	124.36
122.00-03-11.000	Carr, Teresa	234.97
122.00-03-20.000	Kemak, Lisa	189.32
122.08-01-02.000	Staley, Vicki W.	391.72
122.08-01-04.000	Aldrich, William G.	464.99
122.08-01-06.000	Randall, Gary	204.17
122.08-01-14.100	N Y S E & G	99.61
122.08-01-19.100	Moses, David B. II	246.52
122.08-01-25.200	Randall, Sally	99.61
122.08-02-05.000	Hotaling, Zachary	342.22
122.08-02-06.000	Totman, Philip B.	206.92
122.08-02-11.000	Frontier Communication Sol.	189.32
122.12-01-03.200	Carter, Leslie	189.32
122.12-01-11.000	Kemak, Lisa	189.32
123.05-01-01.000	Wehner, Verda	189.32
123.05-01-07.000	Supley, Richard	194.27
123.05-01-08.000	Mudge, Jessica	189.32
123.05-01-15.000	Our House Your Home	1,072.48
123.05-01-17.000	Southern, Tess	189.32
123.05-01-19.000	Price, Steve	341.12
123.05-01-20.000	Cummings, Dorothy	149.11
123.05-01-23.000	Dodge, George	99.61
123.05-01-24.000	Treacy , Clyde Jr.	301.52
123.05-01-25.000	Rathbun, Cheyenne	189.32

123.05-01-31.000	Novick, Donna	189.32
123.05-01-36.000	Our House Your Home	487.56
123.05-01-37.000	Welch, Kathleen	189.32
123.05-01-60.000	Dingman, Ronald	189.32
123.05-01-71.000	Ballard, Kenneth	189.32
123.05-01-72.000	Ballard, Cindy	610.07
123.09-01-03.000	Shore, Simon	144.16
123.09-01-04.000	Shorter, Rose	477.20
123.13-01-01.000	Brown, Gordon E.	189.32
123.13-01-04.000	Hemming, Robert F.	303.72
123.13-01-08.200	Steacy, David	326.51
123.13-01-09.000	Steacy, David	174.16
123.13-01-10.000	Steacy, Kody & Crystal	1,099.57
123.13-01-24.000	Carter, Leslie J.	189.32
123.13-01-25.000	Rice, Jay	500.07
123.13-01-26.000	Spencer, Isaac	390.62
123.13-01-27.000	Olear, Elizabeth	199.18
123.13-01-31.000	Allen, Jennifer M.	1,255.77
123.13-01-32.000	Gallow, David	270.72
123.13-01-34.000	Hummel, Melissa	316.37
123.13-01-35.000	Hummel, Melissa	168.91
123.13-01-36.000	Eaton, Charles	189.32
123.13-01-41.000	Davis, Wendy	198.12
123.13-01-42.000	Pittsley, Jedadiah	165.54
123.13-01-43.000	Aldrich, Shiloh	895.62
132.00-01-11.100	Phillips, Heath	<u>326.27</u>
	TOTAL:	\$19,037.32

Submitted to Cortland County Real Property Tax Services 11/3/2023 by Water Billing Dept.

ON MOTION OF WAGNER

AGENDA ITEM NO. 3

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

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

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

172.05-01-17.112	Thomas R Poole	\$419.00
172.05-01-32.000	Mathew Murray	\$329.00
172.06-01-01.000	Edward F Monroe	\$654.00
172.06-01-12.200	Chris E Tweedie	<u>\$562.00</u>
TOTAL		\$1,964.00

Submitted to Cortland County Real Property Tax Services on 10/30/23 by Jennifer Fox, Harford Town Clerk.

ON MOTION OF WAGNER

AGENDA ITEM NO. 4

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

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

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

35.03-01-03.000	Chad Parker	\$462.00
35.03-01-09.000	Tyler West	\$411.00
35.03-01-13.000	Terry Vanliew	\$498.00
35.03-01-15.000	Kelly Platt	\$279.00
35.03-01-31.000	Matthew Klemm	\$693.00
35.03-01-33.000	Christopher Glendening	\$307.00
35.03-01-39.000	Connal Carr	\$387.00
35.03-01-53.000	Walter Scott	<u>\$384.00</u>
TOTAL:		\$3,421.00

Submitted to Cortland County Real Property Tax Service on 12/6/23 by Tamara Congdon, Scott Town Clerk.

ON MOTION OF WAGNER

AGENDA ITEM NO. 5

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

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

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

76.14-01-28.000	Paul F Quinlan	85.68
76.14-01-48.000	Duane T Smith	174.48
76.15-01-15.000	Amy M Darling	67.38
76.18-01-31.000	Stacy L Crandall-Jones	218.55
76.19-01-05.000	Jeffrey C Carley	105.70
76.19-01-19.110	Shannon M Snyder	281.75
76.19-01-19.121	Land Essential Inc.	79.38
76.19-01-22.000	Christine Poppe	344.14
76.19-01-39.000	William Cleary	52.92
85.11-01-04.100	Ronald F Lader	112.37
85.11-02-16.000	William H McDermott	147.09
85.15-01-09.000	David M Winter	740.61
85.16-01-24.000	Budd W Rigg	112.18
85.19-01-04.000	Daniel R VanDusen	183.19
85.19-01-05.000	Justin G Naylor	535.15
85.19-01-36.000	Anthony John Keegan	153.24
85.20-01-01.000	Melissa K Martin	147.88
86.09-01-19.000	Valerie A Casey	102.05
86.09-01-24.000	Earl D Clark	244.25

86.09-01-46.000	Paul W Allen	400.52
86.13-01-10.000	Robert Phelps	166.98
86.13-01-46.000	7-Eleven Inc	187.47
86.13-01-55.121	281 Groton Corp	35.66
86.13-01-60.120	Coffee Grounds LLC	173.26
87.04-01-09.000	Andersen Holdings of Cort	347.80
87.04-01-11.000	Andersen Holdings of Cort	75.51
87.09-01-03.000	Breanne R Bassett	124.07
87.13-01-25.000	Nicole R Bush	796.14
87.13-01-34.000	Wyatt Malchak	318.77
95.06-01-17.000	Kenneth T Pym	189.82
95.07-02-09.000	William Jones	106.18
95.11-01-24.000	Gerald V Ruggiero	127.70
95.11-02-25.000	Daniel W Yunghans	75.53
95.11-03-09.000	Stacy M Bradley	78.66
95.11-04-06.000	Michael J Warwick	78.13
95.11-05-04.000	Brian D Withey	309.35
95.14-01-10.000	Benjamin Baum	205.84
95.16-01-58.000	Matthew C Yapple	64.90
95.16-01-61.000	Erica L Skipton	91.74
95.16-01-75.000	Gary W James	389.08
95.16-02-06.000	Kevin VanDonsel	283.02
96.00-12-02.000	Christina M Grossi	158.25
96.00-12-03.000	Scott J McKinney	258.34
96.05-01-32.000	Dustin Harrington	133.27
96.05-02-12.000	Homer 23 LLC	32.48
96.05-02-13.000	Homer 23 LLC	103.66
96.05-02-14.000	Homer 23 LLC	62.10
96.05-02-15.000	Homer 23 LLC	81.50
96.05-02-16.000	Homer 23 LLC	112.09
96.05-02-17.000	Homer 23 LLC	39.06
96.05-02-18.000	Caroline Alemany	52.92
96.06-01-18.000	Anthony T Rosato	141.99
96.06-01-30.000	J Robert Messinger	146.06
96.06-01-37.000	J & J Properties of CNY, LLC	161.94
96.06-01-39.000	Coffee Grounds LLC	180.97
96.06-01-43.000	Jamie Moses	147.61
96.06-02-14.000	Kimberly A Cook	470.45
96.06-02-15.000	Courtney Farkas	77.69
96.06-02-20.000	John H Hutchinson	294.21
96.08-01-01.000	John Chierchio	111.08
96.08-01-05.000	Charlean Harris	115.34
96.09-01-24.000	Bethany A Cutler	216.89
96.09-02-08.000	Thomas Keane	198.73
96.09-02-30.000	Richard O'Dell	89.54
96.09-04-06.000	Leon W Stewart	248.71
96.10-02-11.000	Michael J Mershon	332.92
96.10-02-19.000	Angela N Knight	47.06
96.12-01-17.000	Thomas Grossi	340.76
96.36-01-07.000	Dorene Eaton	307.73
105.08-02-32.000	Megan Crowe	<u>54.26</u>
TOTAL:		\$13,231.73

Submitted to Cortland County RPTS 12/7/23 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

ON MOTION OF WAGNER**AGENDA ITEM NO. 6****Levy Water Charges - Town of Virgil - Real Property Tax Services**

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

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

127.15-01-30.000-9	Karin Richardson	138.00
127.15-01-31.000-38	Britney Funccius	<u>138.00</u>
TOTAL:		\$276.00

Submitted to Cortland County Real Property Tax Services on 11/15/23 by Alane VanDonsel, Virgil Town Clerk.

ON MOTION OF WAGNER**AGENDA ITEM NO. 7****Levy Sewer Charges - Town of Cuyler - Real Property Tax Services**

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

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

31.02-02-22.000	Daniel N Southwick	\$296.80
31.02-02-27.000	Mandy M Morgan	\$296.80
31.02-02-30.000	Chuck, Alex, Kristine Enterprises LLC	\$543.20
31.02-02-32.000	Brittney Casler	\$296.80
31.02-02-39.000	Jessica Harris	\$296.80
31.02-02-40.000	Joel Barney	\$296.80
31.02-02-47.000	Jennifer Dorman	<u>\$420.00</u>
TOTAL:		\$2,447.20

Submitted to Cortland County Real Property Tax Services on 11/29/23 by Wendy Custer, Cuyler Town Clerk.

ON MOTION OF WAGNER**AGENDA ITEM NO. 8****Levy Sewer Charges - Town of Virgil - Real Property Tax Services**

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

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

Virgil:

127.15-01-30.000-9	Karin Richardson	264.50
127.15-01-31.000-38	Britney Funccius	<u>264.50</u>
TOTAL:		\$529.00

Submitted to Cortland County Real Property Tax Services on 11/15/23 by Alane VanDonsel, Virgil Town Clerk.

ON MOTION OF WAGNER

AGENDA ITEM NO. 9

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

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

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

76.14-01-28.000	Paul F Quinlan	111.50
76.14-01-48.000	Duane T Smith	227.25
76.18-01-31.000	Stacy L Crandall-Jones	297.45
76.19-01-05.000	Jeffrey C Carley	128.26
76.19-01-19.110	Shannon M Snyder	362.90
76.19-01-22.000	Christine Poppe	447.92
76.19-01-39.000	William Cleary	61.60
85.11-01-04.100	Ronald F Lader	132.10
85.11-02-16.000	William H McDermott	198.12
85.15-01-09.000	David M Winter	988.13
85.16-01-24.000	Budd W Rigg	147.60
85.19-01-04.000	Daniel R VanDusen	228.61
85.20-01-01.000	Melissa K Martin	180.49
85.20-01-26.000	Jose R Rolon Davila	206.31
85.20-01-33.000	Christopher Cummins	94.41
86.09-01-19.000	Valerie A Casey	133.79
86.09-01-24.000	Earl D Clark	322.32
86.13-01-10.000	Robert Phelps	206.53
86.13-01-46.000	7-Eleven Inc	234.46
86.13-01-55.121	281 Groton Corp	43.35
86.13-01-60.120	Coffee Grounds LLC	230.82
87.04-01-09.000	Andersen Holdings of Cort	429.80
95.11-02-25.000	Daniel W Yunghans	97.66
95.11-03-09.000	Stacy M Bradley	96.66
95.11-04-06.000	Michael J Warwick	101.21
95.14-01-10.000	Benjamin Baum	259.49
95.16-01-58.000	Matthew C Yapple	83.18
95.16-01-61.000	Erica L Skipton	109.25
95.16-01-75.000	Gary W James	509.13
95.16-02-06.000	Kevin VanDonsel	375.13
96.05-02-12.000	Homer 23 LLC	39.02
96.05-02-13.000	Homer 23 LLC	130.74
96.05-02-14.000	Homer 23 LLC	79.35
96.05-02-15.000	Homer 23 LLC	105.80

96.05-02-16.000	Homer 23 LLC	142.23
96.05-02-17.000	Homer 23 LLC	47.97
96.05-02-18.000	Caroline Alemany	61.60
96.06-01-18.000	Anthony T Rosato	188.22
96.06-01-30.000	J Robert Messinger	178.01
96.06-01-37.000	J & J Properties of CNY, LLC	165.61
96.06-01-39.000	Coffee Grounds LLC	225.60
96.06-01-43.000	Jamie Moses	180.15
96.06-02-14.000	Kimberly A Cook	620.01
96.06-02-15.000	Courtney Farkas	100.61
96.06-02-20.000	John H Hutchinson	379.89
96.08-01-01.000	John Chierchio	130.35
96.08-01-05.000	Charlean Harris	156.65
96.09-01-24.000	Bethany A Cutler	274.56
96.09-02-08.000	Thomas Keane	249.82
96.09-02-30.000	Richard O'Dell	77.44
96.09-04-06.000	Leon W Stewart	317.88
96.10-02-11.000	Michael J Mershon	432.63
96.10-02-19.000	Angela N Knight	58.87
96.36-01-07.000	Dorene Eaton	398.30
105.08-02-32.000	Megan Crowe	<u>68.68</u>
TOTAL:		\$11,855.42

Submitted to Cortland County RPTS 12/7/23 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

ON MOTION OF WAGNER

AGENDA ITEM NO. 10

Levy Grass and Weed Charges - Town of Cortlandville

WHEREAS, a statement showing the unpaid grass and weed control charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 64.5-a of the Town Law of the State of New York, which statement includes unpaid grass and weed control charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

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

97.04-01-14.000	Desiree Willis	<u>372.00</u>
Total:		\$372.00

Submitted to Cortland County RPTS 11/22/23 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

ON MOTION OF WAGNER

AGENDA ITEM NO. 11

Levy Fire and Safety Inspection Charges - Town of Cortlandville

WHEREAS, a statement showing the unpaid fire and safety inspection charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 130.16 of the Town Law of the State of New York, which statement includes unpaid fire and safety inspection charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of fire and safety inspection charges

due said Town of Cortlandville:

76.15-01-10.200	Randy Metcalf	\$ 90.00
96.09-01-02.200	Gator Cortlandville Partners	<u>\$ 100.00</u>
	Total:	\$190.00

Submitted to Cortland County RPTS 12/6/23 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

ON MOTION OF WAGNER

AGENDA ITEM NO. 12

Levy Town Special District Taxes - Real Property Tax Services

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the several towns of the County of Cortland which includes special district taxes for the fiscal year beginning January 1, 2023, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied upon and collected from the real property liable therefore within the respective fire protection, fire and lighting districts in the towns as indicated below, as specified in their respective annual budgets for the year 2024:

<u>Town</u>	<u>Fire Tax</u>
Cincinnati	\$ 189,084.03
Cortlandville - townwide	\$ 898,845
Cuyler	\$ 79,724
Freetown:	
Cincinnati Fire	\$ 7,785.86
Marathon Fire	\$ 31,876.70
McGraw Fire	\$ 7,600.00
Harford	\$ 117,648
Homer	\$ 213,813
Lapeer	\$ 108,019
Marathon	\$ 126,674.31
Preble	\$ 101,000
Scott	\$ 62,453
Solon	\$ 31,000
Taylor	\$ 41,847.84
Truxton	\$ 89,610
Virgil	\$ 277,000
Willet	\$ 57,374

, AND BE IT FURTHER

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

ON MOTION OF WAGNER

AGENDA ITEM NO. 13

Levy Town General and Highway Taxes - Real Property Tax Services

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the several towns of the County of Cortland for the fiscal year beginning January 1, 2024 NOW THEREFORE BE IT

RESOLVED, that there shall be and hereby is assessed and levied upon and collected from the

taxable real property in the following named towns, outside of any incorporated villages, wholly or partially located therein, the amounts indicated below for the General and Highway items as specified in the budgets of the respective towns as follows:

	<u>General</u>	<u>Highway</u>
Town of Cortlandville outside village -	\$ -0-	\$112,178
Town of Homer outside village -	\$ -0-	

, AND BE IT FURTHER

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

<u>Town</u>	<u>Highway Fund</u>
Cincinnati	\$107,374
Cuyler	\$217,864
Freetown	\$247,200
Harford	\$243,028
Homer	\$239,739
Lapeer	\$288,740
Marathon	\$125,785
Preble	\$118,202
Scott	\$200,000
Solon	\$304,500
Taylor	\$136,784
Truxton	\$253,800
Virgil	\$378,250
Willet	\$160,519

, AND BE IT FURTHER

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

<u>Town</u>	<u>General Fund</u>
Cincinnati	\$ 18,719
Cortlandville - townwide	\$2,089,607
Cuyler	\$ 161,100
Freetown	\$ 24,617
Harford	\$ 134,667
Homer	\$ 231,000
Lapeer	\$ 158,884
Marathon	\$ 268,366
Preble	\$ 34,000
Scott	\$ -0-
Solon	\$ -0-
Taylor	\$ 114,422.70
Truxton	\$ 161,810
Virgil	\$ 179,090.07
Willet	\$ 70,519

, AND BE IT FURTHER

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

ON MOTION OF WAGNER

AGENDA ITEM NO. 14

Approve Apportionment of 2024 Cortland County Tax Levy - Real Property

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

RESOLVED, that the Cortland County Legislature does hereby approve the Final 2024 Apportionment report for the tax levy for the year 2024 as the foregoing amounts are the net amounts necessary to be raised in taxes:

2024 FINAL Tax Rates - Tax Levy of \$39,270,000

Municipality	Net Tax Levy	Taxable Value	2024 Tax Rate (p/\$1000)
City of Cortland	8,248,191.92	537,361,833	15.349419
Cincinnatus	855,220.62	60,529,582	14.128970
Cortlandville	9,533,415.70	579,019,295	16.464763
Vil of Homer	52,795.81	3,387,474	15.585599
Vil of McGraw	424,400.34	26,774,594	15.850860
Town Total	10,010,611.85	609,181,363	
Cuyler	671,836.43	48,328,257	13.901524
Freetown	638,508.67	40,987,534	15.578119
Harford	799,560.43	67,566,408	11.833697
Homer	3,447,564.17	204,889,194	16.826481
Vil of Homer	2,381,583.74	148,581,827	16.028769
Town Total	5,829,147.91	353,471,021	
Lapeer	965,180.92	82,562,046	11.690371
Marathon	998,017.86	61,486,488	16.231499
Vil of Marathon	511,795.79	33,784,544	15.148814
Town Total	1,509,813.65	95,271,032	
Preble	1,767,738.51	97,610,096	18.110202
Scott	1,014,636.31	59,132,465	17.158701
Solon	957,897.49	50,192,902	19.084322
Taylor	482,676.88	35,113,432	13.746218
Truxton	1,169,384.81	69,684,261	16.781190
Virgil	2,986,017.55	186,371,773	16.021834
Willet	791,444.50	47,726,013	16.583084
TOTALS:	\$38,697,868.45	\$2,441,090,018	Average Tax Rate: \$16.087076

ON MOTION OF WAGNER

AGENDA ITEM NO. 15

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

WHEREAS, the Cortland County Legislature adopted Resolution No. 200-23 on November 16, 2023 to adopt the 2024 County budget, AND

WHEREAS, the adopted 2024 budget includes a Real Property Tax Levy of \$39,270,000.00, AND

WHEREAS, the apportionment of the 2024 Cortland County tax levy has been approved by the Cortland County Legislature, AND

WHEREAS, the Real Property Tax Director has assessed the City of Cortland's apportioned share of the County tax levy at eight million, two hundred forty-eight thousand, one hundred ninety one dollars and ninety-two cents (\$8,248,191.92), NOW THEREFORE BE IT

RESOLVED, that this Legislature directs the sum of eight million, two hundred forty-eight thousand, one hundred ninety one dollars and ninety-two cents (\$8,248,191.92) to be levied in the City of Cortland, Cortland County, for County purposes for the fiscal year beginning January 1, 2024 and that the Chairman and the Clerk of this Legislature certify this resolution to the Common Council of said City, pursuant to the Charter of said City.

ON MOTION OF WAGNER

AGENDA ITEM NO. 16

Levy County Special District Tax - Real Property Tax Services

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the County of Cortland which includes Little York Lake Protection District for the fiscal year beginning January 1, 2024, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied upon and collected from the real property liable therefore within the respective protection district in the towns as indicated below, as specified in the Cortland County annual budget for the year 2024:

<u>Town</u>	<u>LYL Tax</u>
Homer & Preble	\$18,114.20

, AND BE IT FURTHER

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

ON MOTION OF WAGNER

AGENDA ITEM NO. 17

Fix Date to Sign Warrant - Real Property Tax Services

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

RESOLVED, that the date for the annexing of the warrants to the rolls of the Towns for collection of taxes be and hereby is fixed as of December 31, 2023, and that said warrants so annexed be made returnable on or before the first day of June 2024, AND BE IT FURTHER

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

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

Referred from Building & Grounds Committee

ON MOTION OF HEIDER

AGENDA ITEM NO. 1

Award Bid/Authorize Contract - Inspection and Maintenance of Cortland County Generators - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued October 16, 2023 for Inspection and Maintenance of Cortland County generators and where such bids were due and received by Thursday, November 16, 2023, AND

WHEREAS, based upon the results of the bid, the Building and Grounds and Judiciary and Public Safety Committees recommend that the bid be awarded to the lowest responsible bidder, AND

WHEREAS, bids were received from the following:

The Kinsley Group, 14 Connecticut South Drive, East Granby, CT 06026 Emergency Power Systems, 300 Mile Crossing Boulevard, Rochester, NY 14624

Year 1	Year 2	Year 3
\$5,138	\$5,278	\$5,418

Penn Power Group LLC, dba Penn Power Systems, 8330 State Road, Philadelphia, PA 19136

Year 1	Year 2	Year 3
\$6,545	\$6,675	\$6,875

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby awards the Inspection and Maintenance of Cortland County Generators to Penn Power Group, LLC, dba Penn Power Systems, of 8330 State Road, Philadelphia, PA 19136 at the bid prices as listed per the RFP submission, 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 an agreement with Penn Power Group, LLC, dba Penn Power Systems, of 8330 State Road, Philadelphia, PA 19136 for the Inspection and Maintenance of Cortland County Generators.

Referred from Health & Human Services

ON MOTION OF PRICE

AGENDA ITEM NO. 2

Accept Funds Youth Bureau and Youth Bureau Sports Funding Resource Allocation Plan New York State Office of Children and Family Services - Health Department

WHEREAS, Resolution No. 159-23 allocated \$92,669 to Cortland County, through the Youth Bureau from The New York State (NYS) Office of Children and Family Services Resource Allocation Plan for the program year 2023-2024, AND

WHEREAS, The NYS Office of Children and Family Services, through the Resource Allocation Plan has made available the sum of \$10,344 additional funds to Cortland County Youth Bureau based on gambling revenue divided evenly among the state's 58 social services districts, AND

WHEREAS, the 2023 County Budget will need to be amended as follows:

<u>Revenue:</u>		<u>Current</u>	<u>Inc/(Dec)</u>	<u>Balance</u>
A73125.43820.YB	Youth Bureau	\$182,453	\$10,344	\$192,797
<u>Expenditure:</u>		<u>Current</u>	<u>Inc/(Dec)</u>	<u>Balance</u>
A73125.54815	Contract Agencies	\$144,764	\$10,344	\$155,108

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to execute the Resource Allocation Planning Agreement with the NYS Office of Children and Family Services and contract with approved agencies, AND BE IT FURTHER

RESOLVED, that the Treasurer's/Finance Office is authorized to pay from the appropriate expense account and that in the event that the county does not receive the appropriate funds from the NYS Office of Children and Family Services, the County shall not be liable to pay any of its own funds to meet any deficiency under the terms of the contract.

ON MOTION OF PRICE

AGENDA ITEM NO. 3

Amend Budget Social Services Family Assistance Account - Department of Social Services

WHEREAS, expenditures for foster care cases funded through Family Assistance are trending higher this year and are expected to exceed the amount appropriated in our 2023 budget, NOW THEREFORE BE IT

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

DECREASE:

Child Care			
A60105.56119	current \$5,375,746.00	DECREASE (\$91,000)	new = \$5,284,746.00
Child Care (Raise the Age)			
A60105.56119.RTA	current \$138,000.00	DECREASE (\$138,000)	new = \$0

INCREASE:

Family Assistance			
A60105.56109	current \$3,122,585.00	INCREASE +\$229,000	new = \$3,351,585.00

ON MOTION OF PRICE

AGENDA ITEM NO. 4

Amend Budget Daycare - Department of Social Services

WHEREAS, expenditures for Daycare cases are trending higher this year and are expected to exceed the amount appropriated in our 2023 budget, NOW THEREFORE BE IT

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

DECREASE:

Services for Recipients

A60105.56070 current \$1,102,212.00 DECREASE (\$36,000) new = \$1,066,212.00

Services for Recipients (Raise the Age)

A60105.56070.RTA current \$54,000.00 DECREASE (\$54,000) new = \$0

INCREASE:

Daycare

A60105.56055 current \$1,052,000,000 INCREASE +\$90,000 new = \$1,142,000.00

ON MOTION OF PRICE

AGENDA ITEM NO. 5

Create Position - Public Health Engineer (Per Diem) - Health Department

WHEREAS, the needs of the agency will be better served by creating one per-diem position of Public Health Engineer, AND

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

RESOLVED, that one position of Public Health Engineer (CSEA, Grade 28, \$37.2145-47.1041/hr, competitive class, per-diem, no benefits) be created with approval to fill on December 21, 2023, with no additional funding needed for the remainder of 2023 and 2024.

ON MOTION OF PRICE

AGENDA ITEM NO. 6

Award Bid/Authorize Agreement for Use of Opioid Reserve Funds - Alcohol and Drug Council of Tompkins County, Inc.

WHEREAS, the Cortland County Legislature adopted Resolution No. 171-22 authorizing the creation of an Opioid Settlement Reserve Fund, A386300.OPD, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 12-23 establishing the Cortland County Opioid Settlement Fund Subcommittee to make recommendations for the use of Opioid Funding to the legislature, AND

WHEREAS, a Request for Proposals (RFP) was issued on September 30, 2023 to solicit proposals for opioid funding from organizations serving Cortland County to address treatment and prevention of opioid and related substance use, AND

WHEREAS, the County received seven (7) proposals from the following:

Alcohol and Drug Council of Tompkins County, Inc.
201 E. Green Street
Ithaca, NY 14850

Catholic Charities of Cortland County

33-35 Central Avenue
Cortland, NY 13045

Cayuga Addiction Recovery Services (C.A.R.S)
334 West State Street
Cortland, NY 13045

Cortland Area Communities That Care Coalition (CACTC)
45 Crandall Street
Cortland, NY 13045

Cortland Area Recovery Project (C.A.R.P)
26 N. Main Street
Cortland, NY 13045

REACH Medical
1001 W. Seneca Street
Ithaca, NY 14850

Syracuse Recovery Services
6 Euclid Avenue
Building 1, Suite 5
Cortland, NY 13045

, AND

WHEREAS, the Opioid Settlement Fund Subcommittee reviewed the submitted proposals and has recommended funding the Alcohol and Drug Council of Tompkins County, Inc. of 201 E. Green Street, Ithaca, NY 14850 in the amount of \$100,000 from the Opioid Settlement Reserve Fund, A386300.OPD, for a counselor for one year (\$65,625) and general operating expenses (\$34,375), AND

WHEREAS, the Health and Human Services Committee and Finance and Administration Committees of the Cortland County Legislature have reviewed the recommendation, NOW THEREFORE BE IT,

RESOLVED, that the Cortland County Legislature be and hereby approves and awards the Alcohol and Drug Council of Tompkins County, Inc. of 201 E. Green Street, Ithaca, NY 14850, \$100,000 from the Opioid Settlement Reserve Fund, A386300.OPD, for a counselor for one year (\$65,625) and general operating expenses (\$34,375), AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is hereby authorized to enter into an agreement with the Alcohol and Drug Council of Tompkins County, Inc. of 201 E. Green Street, Ithaca, NY 14850, for said amount and purposes, AND BE IT FURTHER

RESOLVED, the 2024 General Fund Budget be amended as follows:

INCREASE:	A13255.54815.OPD	Contracted Agencies	\$100,000.00
INCREASE:	A351100	Appropriated Reserves	\$100,000.00

ON MOTION OF PRICE

AGENDA ITEM NO. 7

Award Bid/Authorize Agreement for Use of Opioid Reserve Funds - Cortland Area Recovery Project (C.A.R.P)

WHEREAS, the Cortland County Legislature adopted Resolution No. 171-22 authorizing the

creation of an Opioid Settlement Reserve Fund, A386300.OPD, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 12-23 establishing the Cortland County Opioid Settlement Fund Subcommittee to make recommendations for the use of Opioid Funding to the legislature, AND

WHEREAS, a Request for Proposals (RFP) was issued on September 30, 2023 to solicit proposals for opioid funding from organizations serving Cortland County to address treatment and prevention of opioid and related substance use, AND

WHEREAS, the County received seven (7) proposals from the following:

Alcohol and Drug Council of Tompkins County, Inc.
201 E. Green Street
Ithaca, NY 14850

Catholic Charities of Cortland County
33-35 Central Avenue
Cortland, NY 13045

Cayuga Addiction Recovery Services (C.A.R.S)
334 West State Street
Cortland, NY 13045

Cortland Area Communities That Care Coalition (CACTC)
45 Crandall Street
Cortland, NY 13045

Cortland Area Recovery Project (C.A.R.P)
26 N. Main Street
Cortland, NY 13045

REACH Medical
1001 W. Seneca Street
Ithaca, NY 14850

Syracuse Recovery Services
6 Euclid Avenue
Building 1, Suite 5
Cortland, NY 13045

, AND

WHEREAS, the Opioid Settlement Fund Subcommittee reviewed the submitted proposals and have recommended funding the Cortland Area Recovery Project (C.A.R.P), of 26 N. Main Street, Cortland, NY 13045, in the amount of \$40,700 from the Opioid Settlement Reserve Fund, A386300.OPD, for the following:

Contracts	\$5,000
Printed Materials	\$3,000
Technology	\$3,500
Marketing	\$2,500
Rent	\$2,000
Stipends	\$7,000
Training/Conferences	\$4,000
County Staff Time	\$10,000

Admin

\$3,700

, AND

WHEREAS, the Health and Human Services Committee and Finance and Administration Committees of the Cortland County Legislature have reviewed the recommendation, NOW THEREFORE BE IT,

RESOLVED, that the Cortland County Legislature be and hereby approves and awards the Cortland Area Recovery Project (C.A.R.P), of 26 N. Main Street, Cortland, NY 13045, \$40,700 from the Opioid Settlement Reserve Fund, A386300.OPD, for above referenced expenditures, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is hereby authorized to enter into an agreement with the Cortland Area Recovery Project (C.A.R.P), of 26 N. Main Street, Cortland, NY 13045, for said amount and purposes, AND BE IT FURTHER

RESOLVED, the 2024 General Fund Budget be amended as follows:

INCREASE: A13255.54815.OPD Contracted Agencies \$40,700.00

INCREASE: A351100 Appropriated Reserves \$40,700.00

ON MOTION OF PRICE

AGENDA ITEM NO. 8

Award Bid/Authorize Agreement for Use of Opioid Reserve Funds - Catholic Charities of Cortland County

WHEREAS, the Cortland County Legislature adopted Resolution No. 171-22 authorizing the creation of an Opioid Settlement Reserve Fund, A386300.OPD, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 12-23 establishing the Cortland County Opioid Settlement Fund Subcommittee to make recommendations for the use of Opioid Funding to the legislature, AND

WHEREAS, a Request for Proposals (RFP) was issued on September 30, 2023 to solicit proposals for opioid funding from organizations serving Cortland County to address treatment and prevention of opioid and related substance use, AND

WHEREAS, the County received seven (7) proposals from the following:

Alcohol and Drug Council of Tompkins County, Inc.
201 E. Green Street
Ithaca, NY 14850

Catholic Charities of Cortland County
33-35 Central Avenue
Cortland, NY 13045

Cayuga Addiction Recovery Services (C.A.R.S)
334 West State Street
Cortland, NY 13045

Cortland Area Communities That Care Coalition (CACTC)
45 Crandall Street
Cortland, NY 13045

Cortland Area Recovery Project (C.A.R.P)
26 N. Main Street
Cortland, NY 13045

REACH Medical
1001 W. Seneca Street
Ithaca, NY 14850

Syracuse Recovery Services
6 Euclid Avenue
Building 1, Suite 5
Cortland, NY 13045

, AND

WHEREAS, the Opioid Settlement Fund Subcommittee reviewed the submitted proposals and has recommended funding Catholic Charities of Cortland County, of 33-35 Central Avenue, Cortland, NY 13045, in the amount of \$90,000 from the Opioid Settlement Reserve Fund, A386300.OPD, for the continuation of the re-entry program in Cortland County, AND

WHEREAS, the Health and Human Services Committee and Finance and Administration Committees of the Cortland County Legislature have reviewed the recommendation, NOW THEREFORE BE IT,

RESOLVED, that the Cortland County Legislature be and hereby approves and awards Catholic Charities of Cortland County, of 33-35 Central Avenue, Cortland, NY 13045, in the amount of \$90,000 from the Opioid Settlement Reserve Fund, A386300.OPD, for the continuation of the re-entry program in Cortland County, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is hereby authorized to enter into an agreement with Catholic Charities of Cortland County, of 33-35 Central Avenue, Cortland, NY 1304, for said amount and purposes, AND BE IT FURTHER

RESOLVED, the 2024 General Fund Budget be amended as follows:

INCREASE:	A13255.54815.OPD	Contracted Agencies	\$90,000.00
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INCREASE:	A351100	Appropriated Reserves	\$90,000.00
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ON MOTION OF PRICE

AGENDA ITEM NO. 9

Abolish One Position of Legal Assistant/Create One Position of Paralegal - Department of Social Services

WHEREAS, the needs of the Department of Social Services will be better served by abolishing one (1) Legal Assistant and creating one (1) Paralegal, AND

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

RESOLVED, that one (1) position of Legal Assistant (Grade 16, CSEA, \$23.8479 - 30.1854/HR, competitive, full time with benefits) be and hereby is abolished effective December 31, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that one (1) position of Paralegal (Grade 6H, Management Compensation Plan, \$24.4264 - 32.5115/HR, competitive, full time with benefits) be created with permission to fill effective

Referred from Judiciary & Public Safety Committee

ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 10

Amend 2024 Budget - Accept and Authorize Statewide Interoperable Communications Grant (SICG) Award - Create Position of Deputy Director - Emergency Response and Communications

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded Cortland County \$786,336 under the New York State 2023 Statewide Interoperable Communications Grant (SICG) Program, resulting in no new county costs, in support of interoperable communications, AND

WHEREAS, the fiscal period for this grant is January 1, 2023 to December 31, 2025, NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2024 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A30205.44389.SICG DHSES Grant	\$ -0-	\$473,783	\$473,783
A34105.44389.SICG DHSES Grant	\$ -0-	\$312,553	\$312,553
INCREASE EXPENDITURE BUDGET:			
A30205.54015.SICG Maintenance Agreements	\$ -0-	\$473,783	\$473,783
A34105.51005.SICG Personnel	\$ -0-	\$312,553	\$312,553

, AND BE IT FURTHER

RESOLVED, that one position of Deputy Director of Emergency Response and Communications (Management Compensation Plan, Grade 7, \$71,467-95,122, competitive class, full time, with benefits) be created with approval to fill on January 1, 2024, AND BE IT FURTHER

RESOLVED, that this position is dependent on the related grant and will be abolished if grant funding is exhausted, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with the New York State Department of Homeland Security and Emergency Services at an amount not to exceed \$786,336, AND BE IT FURTHER

RESOLVED, the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 11

Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

WHEREAS, the position of STOP DWI Coordinator is held by the Cortland County Sheriff, AND

WHEREAS, the position of Administrative Assistant to the STOP DWI Coordinator is held by the Sheriff's Secretary, AND

WHEREAS, the Sheriff has been performing the duties of the county's STOP DWI Coordinator without additional compensation, AND

WHEREAS, the Sheriff's Secretary has been performing the duties of the Administrative Assistant to the STOP DWI Coordinator without additional compensation, AND

WHEREAS, the STOP DWI 2024 Plan submitted to the state and the Cortland County 2024 Budget both include compensating the STOP DWI Coordinator and the STOP DWI Administrative Assistant for performing these duties with a \$2,500 yearly stipend to the STOP DWI Coordinator (Sheriff) and \$2,500 yearly stipend to the STOP DWI Administrative Assistant (Sheriff's Secretary), which would not be added to their base salary, for as long as the Sheriff and the Sheriff's Secretary continue to perform STOP DWI Coordinator and Administrative Assistant duties, said stipends budgeted in A33155.51035, Other Compensation, NOW THEREFORE BE IT

RESOLVED, that the Sheriff will receive a \$2,500 stipend for performing the duties of STOP DWI Coordinator effective January 1, 2024, AND BE IT FURTHER

RESOLVED, that the Sheriff's Secretary will receive a \$2,500 stipend for performing the duties of Administrative Assistant to the STOP DWI Coordinator effective January 1, 2024.

Referred from Highway Committee

ON MOTION OF NEWELL

AGENDA ITEM NO. 12

MH-2 Hangar Lease Agreement - Cortland County Airport/Highway Department

WHEREAS, Cortland County (Lessor) currently owns, maintains and leases various hangar buildings and spaces at Cortland County Airport on a monthly basis, AND

WHEREAS, in accordance with Local Law No. 5 of 2012, the County has negotiated with DM3 of Cortland, LLC (Lessee), P.O. Box 328, Cortland, NY 13045, for the lease of a portion of Hangar Building MH-2 at Cortland County Airport, AND

WHEREAS, the Cortland County Legislature's Highway Committee recommends the lease of approximately 6,500 square feet of Hangar MH-2 with the Lessee, containing the following terms and conditions:

Rental Rate Schedule:

- Year 1, commencing January 1, 2024 and ending December 31, 2024: The annual rental fee shall be Sixteen Thousand Eighty Dollars (\$16,080.00) and shall be payable in twelve (12) equal monthly installments of \$1,340.00 per month on or before the first day of each month commencing January 1, 2024;
- Optional one (1) Year term, commencing January 1, 2025 and ending December 31, 2025: During the lease extension term, the annual rent shall be Sixteen Thousand Three Hundred Twenty Dollars (\$16,320.00) and shall be paid in twelve equal monthly installments of \$1,360.00 per month on the first day of each month

Terms and Conditions:

- All other terms and conditions of the previous Lease for Hangar MH-2 as outlined in

the contract with the Lessee shall apply.

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the lease of a portion of Hangar MH- 2 at Cortland County Airport to DM3 of Cortland, LLC (Lessee), P.O. Box 328, Cortland, NY 13045, in accordance with the Rental Rate Schedule, and Terms and Conditions as stated above, 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 the necessary Hangar Lease Agreement with the Lessee, in accordance with the Rental Rate Schedule, and Terms and Conditions as stated above.

ON MOTION OF NEWELL

AGENDA ITEM NO. 13

Increase Lease Rates T-Hangar Spaces - Cortland County Airport - Highway Department

WHEREAS, the County of Cortland owns, maintains and leases individual T-Hangar spaces at Cortland County Airport, AND

WHEREAS, the Highway Committee of the Legislature recommends increasing the monthly lease rates for the existing T-Hangar spaces as follows:

T-Hangars A-1 through D-4 (16 Hangars total) from \$220.00 per month to \$240.00 per month.

T-Hangars E-1 through H-5, I-1 and I-2, and J-1 and J-2 (20 Hangars total) from \$245.00 per month to \$270.00 per month.

Twin T-Hangars I-3, I-4, J-3 and J-4 from \$310.00 per month to \$340.00 per month.

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby establishes monthly rental rates as listed above at the Cortland County Airport, AND BE IT FURTHER

RESOLVED, that the above listed rental rates at the Cortland County Airport shall take effect beginning January 1, 2024, 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 any agreements associated with said leases, AND BE IT FURTHER

RESOLVED, that the revenue from said leases are to be deposited in account A561042.41770.

ON MOTION OF NEWELL

AGENDA ITEM NO. 14

Accept New York State Aviation Capital Grant for Construct Conventional Aircraft Storage Hangar Building with Offices and Expand Vehicle Parking Lot at Cortland County Airport - Highway Department

WHEREAS, the County has been offered a New York State Department of Transportation (NYSDOT) Aviation Capital Grant to construct Conventional Aircraft Storage Hangar Building with Offices and Expand Vehicle Parking Lot at the Cortland County Airport, Gen. Levi R. Chase Field (PIN#3903.11, K007533), AND

WHEREAS, the Cortland County Highway Department has completed the New York State

Environmental Quality Review (SEQR) process for the project and recommends that the project construct Conventional Aircraft Storage Hangar Building with Offices and Expand Vehicle Parking Lot at the Cortland County Airport will not result in any large and important impacts and, therefore is one which will not have a significant impact on the environment, AND

WHEREAS, the Cortland County Legislature hereby finds that the project to construct Conventional Aircraft Storage Hangar Building with Offices and Expand Vehicle Parking Lot at the Cortland County Airport will not result in any significant impacts on the environment, and therefore makes a Negative Declaration under SEQR, AND

WHEREAS, the State of New York grant to the County of Cortland for the construction of said project with State participation share in the amount of \$2,499,660.00, and local participation share required by said grant in the amount of \$277,740.00 to be included as part of the Airport Capital Budget, said \$277,740.00 to come from the Airport Reserve, for a total project cost of \$2,777,400.00, AND

WHEREAS, the County desires to design said project during the 2024 fiscal year, accept said grant monies for the project and expend said required local participation share, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and approves the project to design and construct Conventional Aircraft Storage Hangar Building with Offices and Expand Vehicle Parking Lot at the Cortland County Airport, Gen. Levi R. Chase Field at a cost not to exceed \$2,777,400.00, AND BE IT FURTHER

RESOLVED, that the County agrees to fund the entire project amount, not to exceed \$2,777,400.00, in the first instance, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby accepts the NYSDOT Aviation Grant in the amount of \$2,499,660.00, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator to amend the 2024 Capital Projects Fund budget for this project, up to \$2,777,400.00, 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 sign the NYS Aviation Capital Grant Agreement to construct Conventional Aircraft Storage Hangar Building with Offices and Expand Vehicle Parking Lot at the Cortland County Airport, Gen. Levi R. Chase Field.

ON MOTION OF NEWELL

AGENDA ITEM NO. 15

Authorize Agreements for Abatement, Tear-Down and Removals at 55-57 Miller Street - Highway Department

WHEREAS, there is a need for abatement, tear-down and removal of structures at the County-owned property of 55-57 Miller Street, Cortland, NY, AND

WHEREAS, it is the recommendation of the Highway Committee to authorize the County Administrator to enter into agreements for the abatement, tear-down and removal of structures at the County-owned property of 55-57 Miller Street, Cortland, NY at a cost not to exceed \$35,000 from account no. D51105.54077.7306, NOW THEREFORE BE IT

RESOLVED, that the County Administrator be and hereby is authorized to enter into agreements, upon review and approval of the County Attorney or designee, for the abatement, tear-down and removal of structures at the County-owned property of 55-57 Miller Street, Cortland, NY at a cost not to exceed \$35,000 to be paid from account no. D51105.54077.7306.

Referred from Government Operations Committee

ON MOTION OF STOCK

AGENDA ITEM NO. 16

Amend 2023 Budget - Authorize Transfer of Funds to County Unemployment Account - Personnel Department

WHEREAS, the billing for the Unemployment Insurance has increased beyond the projected budgeted amount, AND

WHEREAS, it is necessary to appropriate monies to the Unemployment Insurance account to pay the future bills, NOW THEREFORE BE IT

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

Increase:

Fund Balance	Appropriated Fund Balance	A359900	\$15,000
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Increase:

Expense	Unemployment Insurance	A90505.58050	\$15,000
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ON MOTION OF STOCK

AGENDA ITEM NO. 17

Authorizing the Transfer of Positions to the Finance Department from Treasurer's Department

WHEREAS, Cortland County Local Law 10 of the year 2022 was duly passed by the Cortland County Legislature on June 23, 2022 subject to mandatory referendum and received the affirmative vote of a majority of the qualified electors voting thereon at the general election held on November 8, 2022, AND

WHEREAS, said Local Law abolished the elected Office of the County Treasurer and transferred the duties of Treasurer to the existing position of Director of Finance effective December 31, 2023, AND

WHEREAS, Local Law 11 of 2023 was duly passed by the Cortland County Legislature on November 16, 2023, creating the Finance Department effective December 31, 2023, AND

WHEREAS, the County will be better served by transferring the position of Delinquent Tax Receiver from the Treasurer's Office to the Finance Department effective December 31, 2023, AND

WHEREAS, the County will be better served by abolishing the Treasurer's Department effective December 31, 2023, NOW THEREFORE BE IT

RESOLVED, that one (1) position of Delinquent Tax Receiver (CSEA, Grade 11) be transferred to the Finance Department effective December 31, 2023 at 12:01 a.m. and that immediately thereafter, the Treasurer's Department be abolished.

ON MOTION OF STOCK

AGENDA ITEM NO. 18

Authorizing the Transfer of Positions to the Finance Department from Department of County Administration

WHEREAS, Local Law 11 of 2023 was duly passed by the Cortland County Legislature on November 16, 2023, creating the Finance Department effective December 31, 2023, AND

WHEREAS, the County will be better served by transferring the positions of Deputy Director of Finance, Assistant Accountant, and two (2) Senior Account Clerks from the Department of County

Administration to the Finance Department, NOW THEREFORE BE IT

RESOLVED, that the positions of one (1) Deputy Director of Finance (Management, Grade 6), one (1) Assistant Accountant (CSEA, Grade 18), and two (2) Senior Account Clerks (CSEA, Grade 10) be transferred from the Department of County Administration to the Finance Department effective December 31, 2023 at 12:01 a.m.

DISCUSSION ITEMS

1. Surplus-Deficit Report
2. Microenterprise Assistance Program - Brett Barnes Discussion
3. Review Microenterprise Grant Applications

MONTHLY REPORTS

1. Treasurer Monthly Report
2. November Real Property Tax Services Monthly Report
3. County Auditor Quarterly Update
4. October 2023 Finance Reports

Adjournment