



Government Operations Committee

Committee Meeting

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

~ Agenda ~

Tuesday, April 8, 2025

11:00 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m0910f22bcedd3e8e0fad987b79ec3b14>

Tuesday, April 8, 2025 11:00 AM | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2334 048 1097

Password: m9TMCdHvp58

Join by phone +1-415-655-0001

US Toll Access code: 233 404 81097

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Douglas Bentley	☐	☐	☐	
Committee Member Cathy Bischoff	☐	☐	☐	
Committee Member Paul Heider	☐	☐	☐	
Committee Member Dominick Mantella	☐	☐	☐	
Committee Member Eugene Waldbauer	☐	☐	☐	
Committee Vice-Chair Mitchel Eccleston	☐	☐	☐	
Committee Chair Joseph Nauseef	☐	☐	☐	

MINUTES

1. Government Operations Committee - Committee Meeting - Mar 11, 2025 11:00 AM

RESOLUTIONS

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 1

Establishing a Formal Proclamation Policy for Cortland County

WHEREAS, the Cortland County Legislature recognizes the importance of issuing proclamations to commemorate significant events, achievements, and contributions that positively impact the County and its residents; AND

WHEREAS, the issuance of proclamations should follow a uniform process to ensure fairness, transparency, and efficiency in granting such recognitions; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby establishes the following policy for the issuance of proclamations:

1. **Purpose:** Proclamations are honorary, non-legally binding documents issued by the Cortland County Legislature to recognize individuals, organizations, events, or causes of countywide significance. **Proclamations shall not be issued for divisive political issues, personal,**

business, or political endorsements.

2. Request Process:

- a) Requests for proclamations must be submitted in writing to the Clerk of the Legislature at least 14 days prior to the intended issuance date.
- b) Requests should include the proposed text, the reason for recognition, and any supporting documentation.
- c) Requests shall be reviewed by the Chair of the Legislature or their designee to determine eligibility.
- d) Proclamations may only be requested by residents or organizations that have representation with Cortland County.

3. Approval Process:

- a) Proclamations deemed appropriate will be scheduled for presentation at a legislative session or an appropriate public event.
- b) The Chair of the Legislature retains the discretion to approve, modify, or deny any request.
- c) Proclamations do not require a vote by the full Legislature but shall be noted in the legislative record.

4. Format and Presentation:

- a) Proclamations shall follow a standard format as established by the Clerk of the Legislature.
- b) The document shall be signed by the Chair of the Legislature and may be co-signed by other legislators if deemed appropriate.
- c) Proclamations may be presented in person at an event held within Cortland County, in person at a legislative meeting, or picked up in the office of the Clerk of the Legislature.
- d) Requests for legislative attendance at events for presentation of Proclamations must be included in the submission to the Clerk of the Legislature, but does not guarantee attendance.

5. Restrictions:

- a) Proclamations shall not be issued for divisive political issues, personal, business, political endorsements, or personal milestones such as birthdays and weddings, except for those of exceptional public service.
- b) Proclamations should be aligned with the values and mission of Cortland County.

6. Public Access:

- a) Information about the proclamation policy and request procedures shall be made available to the public through the official Cortland County website and the Clerk of the Legislature's office.

; AND BE IT FURTHER

RESOLVED, that this policy shall take effect immediately upon adoption and shall be reviewed periodically for necessary amendments.

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 2

Amend Tobacco and Cannabis Policy

WHEREAS, Cortland County's current Tobacco and Cannabis Use Policy allows for designated areas for County employees to smoke; AND

WHEREAS, the Cortland County Legislature wishes to amend said policy to exclude these designated areas; AND

WHEREAS, County Health Department staff is available to assist County employees in smoking cessation; NOW THEREFORE BE IT

RESOLVED, there will no longer be designated County employee smoking areas at County work sites and the Tobacco and Cannabis Policy will be amended to exclude these designated areas effective September 1, 2025.

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 3

Amend the Cortland County Legislature Rules of Order

WHEREAS, Local Law No. 2 for year 1972, Section 202, Paragraph 5 established that the Cortland County Legislature is empowered to enact rules governing the conduct of the members at its sessions and the manner of transacting business thereat; AND

WHEREAS, County Law Section 153[8] empowers the County Legislature to determine the rules of its own proceedings; AND

WHEREAS, the Government Operations Committee has reviewed and approved the recommended changes to the Rules of Order as attached; NOW THEREFORE BE IT

RESOLVED, that the "Rules of Order for the Cortland County Legislature" are hereby amended as attached; AND BE IT FURTHER

RESOLVED, that the rules shall be published on the Cortland County website; AND BE IT FURTHER

RESOLVED, that these amendments to the Cortland County Legislature's Rules of Order shall take effect April 25, 2025.

MONTHLY REPORTS

1. Clerk of the Legislature Monthly Reports
2. April 2025 Vacancy Report
3. County Attorney Monthly Report
4. Safety Director Monthly Report
5. Weights and Measures Monthly Report
6. Board of Elections Monthly Report
7. County Clerk Monthly Report

DISCUSSION ITEMS

ADJOURNMENT