



Government Operations Committee

Committee Meeting

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

~ Agenda ~

Thursday, April 14, 2022

9:00 AM

Board Room

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m350c6aeba3394b1723f6c86424bb44c2>

Thursday, Apr 14, 2022 9:00 am | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2339 674 0027

Password: 2iRXQQwED38

Join by phone

+1-415-655-0001 US Toll

Access code: 233 967 40027

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Sandra Price	☐	☐	☐	
Committee Member George Wagner	☐	☐	☐	
Committee Vice Chair Kelly L. Fairchild-Preston	☐	☐	☐	
Committee Member Paul Heider	☐	☐	☐	
Committee Chair Richard Stock	☐	☐	☐	
Committee Member Susan Wilson	☐	☐	☐	
Committee Member Mitchel Eccleston	☐	☐	☐	

MINUTES

1. Government Operations Committee - Committee Meeting - Mar 10, 2022 8:30 AM

RESOLUTIONS

ON MOTION OF STOCK

AGENDA ITEM NO. 1

Mortgage Tax Disbursement October 1, 2021 - March 31, 2022 - County Clerk

WHEREAS, in accordance with NYS Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for October 1, 2021-March 31, 2022, has been prepared and submitted by the Cortland County Clerk and has been approved by the NYS Department of Taxation and Finance, AND

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

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

RESOLVED, that the Cortland County Legislature authorize the County Treasurer to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by

electronic bank deposit based on the request of the receiving municipality.

Cortland, City of	\$130,184.39
Cincinnati, Town of	7,104.30
Cortlandville, Town of	126,671.78
McGraw, Village of	3,538.98
Homer, Village of	378.71
Cuyler, Town of	3,343.37
Freetown, Town of	3,278.15
Harford, Town of	9,474.81
Homer, Town of	34,296.69
Homer Village of	25,851.84
Lapeer, Town of	5,224.32
Marathon, Town of	12,459.77
Marathon, Village of	6,650.31
Preble, Town of	13,781.94
Scott, Town of	16,227.03
Solon, Town of	7,386.05
Taylor, Town of	4,330.24
Truxton, Town of	17,050.71
Virgil, Town of	40,730.35
Willet, Town of	2,195.08
TOTAL	\$470,158.82

ON MOTION OF STOCK

AGENDA ITEM NO. 2

Create Positions - Poll Inspectors (200) - Board of Elections

WHEREAS, the needs of the Board of Elections will be better served by creating 200 Poll Inspector positions, AND

WHEREAS, the Government Operations Committee recommends the creation of these positions, NOW THEREFORE BE IT

RESOLVED, 200 positions of Poll Inspector, (unclassified service, \$13.20/HR) be created effective April 28, 2022, with approval to fill.

ON MOTION OF STOCK

AGENDA ITEM NO. 3

Create Position Landfill Equipment Operator for Highway Department - Solid Waste Division - Personnel

WHEREAS, the needs of the Landfill will be better served by creating one full-time position of Landfill Equipment Operator, AND

WHEREAS, the Highway Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one full-time position of Landfill Equipment Operator (CSEA, Grade 14, \$20.6041- 26.0742/hr, non-competitive class, full-time with benefits) be created on April 28, 2022 with approval to fill.

ON MOTION OF STOCK

AGENDA ITEM NO. 4

Adopt Changes to Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees/Reallocate Various Positions in Cortland County CSEA Unit #6550, Local 812/Abolish/Create Various Positions - Personnel Department

WHEREAS, a compensation analysis of all positions in the Cortland County Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees and the Cortland County CSEA Unit #6550, Local 812, was conducted and completed by the Burke Group, AND

WHEREAS, the analysis recommended options for the Cortland County Legislature to implement in order to bring Cortland County employee salaries in line with current market values, AND

WHEREAS, upon conducting the analysis, additional recommendations were presented for certain positions to be abolished and created, NOW THEREFORE BE IT

RESOLVED, that effective June 27, 2022, the Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees will be amended as attached, AND BE IT FURTHER

RESOLVED, that effective June 27, 2022, various CSEA positions will be reallocated as attached, AND BE IT FURTHER

RESOLVED, that effective June 27, 2022, the following positions will be abolished and created with approval to fill:

Abolish

Mental Health

Office Manager
Senior Account Clerk (2)
Medical Services Clerk (2)
Youth Project Director
Licensed Master Social Worker (9)
Licensed Clinical Social Worker (5)

Grant Administration

Grant Administrator

Planning

Secretary 1

Elections

Senior Election Clerk (2)

Create

Executive Administrative Officer
Principal Account Clerk (2)
Senior Medical Services Clerk (2)
SPOA Coordinator
Mental Health Clinician (9)
Senior Mental Health Clinician (5)
Senior Account Clerk

Workforce Development Director

Fiscal Officer

Deputy Election Commissioner (2)

, AND BE IT FURTHER

RESOLVED, that the 2022 County Budget be modified as needed for said changes with funds budgeted in A19905.54775 Contingency.

ON MOTION OF STOCK

AGENDA ITEM NO. 5

Adopt Local Law "C" for the Year 2022 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

WHEREAS, said Local Law has been in its final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date, AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required, NOW THEREFORE BE IT

RESOLVED, that Local Law 5 for the year 2022 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law, AND BE IT FURTHER

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted, NOW THEREFORE

BE IT ENACTED by the Legislature of the County of Cortland, as follows:

SECTION 1.
LEGISLATIVE INTENT

The County Legislature hereby states the intent of this local law is to preserve the integrity of the Management Compensation Plan, the goal of which is to treat all employees equally by maintaining grade level salary increments attached to years of service to the County. It is therefore necessary for the County Legislature to extend by local law the same increase in salary for those County officers elected or appointed for a fixed term, in compliance with New York State County Law §201, as has been previously Confidential Employees through Cortland County Local Law No. 4 of 2011.

SECTION II.

The Cortland County Employment Policy Manual for Department Heads, Management and Management/Confidential Employees includes a Grade and Step Schedule, with salary increments tied to grade levels and years of service. Certain officers are excluded pursuant to New York State County §201, as the salary of any officer elected or appointed for a fixed term may only be increased by local law subject to permissive referendum as provided for in Municipal Home Rule Law §24(2)(h).

SECTION III.

The same rate of annual salary increase for fiscal year 2022 extended to Cortland County Management and Management/Confidential Employees through the modification of the Grade and Step Schedule, shall be provided to those officers elected or appointed for a fixed term, during their term of office. The annual salary of said officers elected or appointed for a fixed term, during their term of office, is to be adjusted and paid over the balance of the 2022 calendar year, upon the effective date of this local law.

This Local Law shall function to increase the salary of the following officers elected or appointed for a fixed term, during their term of office:

Elected office include:

County Clerk
County Coroner (s)
County Sheriff
County Treasurer

Officers appointed for a fixed term include:

Clerk of the Legislature
County Attorney
Public Defender
Veteran's Services Officer
Commissioner of Social Services
Highway Superintendent
Personnel Officer
Public Health Director
Real Property Tax Services Director

SECTION IV:

This local law is subject to permissive referendum and shall not take effect until June 27, 2022, which is at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

MONTHLY REPORTS

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

DISCUSSION ITEMS

1. Tobacco Cannabis Policy Update

ADJOURNMENT