



Government Operations Committee

Committee Meeting

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

~ Agenda ~

Thursday, December 2, 2021

10:00 AM

Board Room

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=mdd022dfdcc16f4e3fd63662129682a25>

Thursday, Dec 2, 2021 10:00 am | 1 hour | (UTC-05:00) Eastern Time (US & Canada)

Meeting number: 2349 542 5809

Password: cnPbJGfk682

Join by phone

+1-415-655-0001 US Toll

Access code: 234 954 25809

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Sandra Price	☐	☐	☐	
Committee Vice-Chair George Wagner	☐	☐	☐	
Committee Member Linda Jones	☐	☐	☐	
Committee Member, Kelly L. Fairchild-Preston	☐	☐	☐	
Committee Member Cathy Bischoff	☐	☐	☐	
Committee Chair, Susan Wilson	☐	☐	☐	
Committee Member Eugene Waldbauer	☐	☐	☐	

MINUTES

1. Government Operations Committee - Committee Meeting - Nov 4, 2021 10:00 AM
2. Government Operations Committee - Special Committee Meeting - Nov 9, 2021 9:00 AM
3. Government Operations Committee - Special Committee Meeting - Oct 19, 2021 8:30 AM

RESOLUTIONS

ON MOTION OF WILSON

AGENDA ITEM NO. 1

Amend Resolution 212-20 Standard Workday Reporting for Elected and Appointed Officials

WHEREAS, the New York State Comptroller is authorized by Sections 34 and 334 of the Retirement and Social Security Law to adopt rules and regulations for reporting the service and salary information for all employees of participating employers in the New York State and Local Employees' Retirement System ("Retirement System"), AND

WHEREAS, Cortland County is a participating employer in the Retirement System, AND

WHEREAS, the New York State Comptroller has promulgated Regulation 315.4 which imposes certain reporting requirements for elected and appointed officials of participating employers, and requires

the governing board of each participating employer to adopt a resolution establishing a standard work day for each elected or appointed official, AND

WHEREAS, among the requirements for employers are a more detailed description of a Standard Work Day along with a Legislative resolution establishing and reporting such Standard Work Day, public posting of the Resolution, and submission of the Resolution to the New York State Retirement System, AND

WHEREAS, pursuant to Regulation 315.4, in the event that elected or appointed officials do not participate in an employer's time keeping system, they are required to keep a record of activities (ROA) for a three month period and submit it to the clerk of the governing board within 180 days of taking office, AND

WHEREAS, each of the elected or appointed officials listed in this resolution have kept records of their actual time (ROA) worked in their current position for the required ninety days or taken part in the Cortland County time keeping system, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 212-20 on June 25, 2020, AND

WHEREAS, changes in the calculation of the standard workday have impacted the previously adopted in Resolution No. 212-20, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby establishes the following as Standard Work Days for these elected and appointed officials who are not covered by a collective bargaining agreement, and will report the following days worked to the New York State and Local Employees' Retirement System based on the established time keeping system or the record of activities (ROA) maintained and submitted to the Clerk of the Legislature:

Name (First and Last)	Social Security Number (Last 4 digits)	NYSLRS ID	Title	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Record of Activities Result*	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Susan Wilson			Legislator	1/1//20-12/31/23	7	3.34 3.09/4.63		Biweekly	
Kevin Fitch			Legislator	1/1//20-12/31/23	7	1.68 1.56/2.33		Biweekly	
John Banewicz			County Treasurer	1/1//20-12/31/23	7	17.63 16.28/24.42		Biweekly	

I, Savannah M. Hempstead, clerk of the governing board of Cortland County, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 16 day of December, 2021 on file as part of the minutes of such meeting, and that same is true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the County of Cortland on this ____ day of __, 2021.

Affidavit of Posting: I, **Savannah M. Hempstead**, being duly sworn, deposes and says that the posting of the Resolution began on December 17, 2021 and continued for at least 30 days. That the Resolution was available to the public on the:

Employer's website at www.cortland-co.org

Official sign board at 60 Central Avenue, Cortland NY 13045

Main entrance secretary or clerk's office at 60 Central Avenue, Cortland NY 13045, Room 306

MONTHLY REPORTS

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

DISCUSSION ITEMS

1. Committee Meeting Procedures
2. Rules of Order Discussion
3. Majority/Minority Leader

ADJOURNMENT