



Highway Committee

Committee Meeting

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

~ Minutes ~

Tuesday, March 12, 2024

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:24 AM by Committee Vice-Chair Ronald J. Van Dee

Attendee Name	Organization	Title	Status	Arrived
Linda Jones	Cortland County, NY	Committee Member	Excused	
Christopher Newell	Cortland County, NY	Committee Chair	Excused	
Ronald J. Van Dee	Cortland County, NY	Committee Vice-Chair	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Dominick Mantella	Cortland County, NY	Committee Member	Present	
Keith VanGorder	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Charles Sudbrink	Cortland County, NY	Highway Superintendent	Present	
Alan Ricottilli	Cortland County, NY	Deputy Superintendent of Highways	Present	
Mark Helms	Cortland County, NY	Sheriff	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Margaret Mellott	Cortland Standard	Reporter	Present	
Joseph Nauseef	Cortland County, NY	Board Member	Present	
Eugene Waldbauer	Cortland County, NY	Board Member	Late	10:48 AM
Andrea Herzog	Cortland County, NY	Director of Finance	Remote	
Donald Chu	Cortland County, NY	Resident	Remote	
Carlita Withers	Cortland County, NY	Deputy Director of Finance	Remote	

MINUTES

1. Highway Committee - Committee Meeting - Feb 6, 2024 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Members - Cortland County Airport Citizen's Advisory Committee

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/28/2024 6:00 PM
MOVER:	Paul Heider, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

ON MOTION OF NEWELL

RESOLUTION NO.

Appoint Members - Cortland County Airport Citizen's Advisory Committee

WHEREAS, the County owns and operates the Cortland County Airport at Chase Field; AND

WHEREAS, Resolution No. 213-15 created and appointed members to the County Airport Citizen's Advisory Committee; AND

WHEREAS, Resolution No. 151-18 adopted the By-Laws for Cortland County Airport Citizen's Advisory Committee; AND

WHEREAS, the membership, per the By-Laws, of the Cortland County Airport Citizen's Advisory Committee shall consist of ten (10) members and an alternate legislative liaison; AND

WHEREAS, the ten (10) members shall include a member of the Legislature in the capacity of liaison; with an alternate Legislator allowed in the event the liaison is unable to attend a meeting, the Cortland County Highway Superintendent, and eight (8) at-large members representing varied economic development, business and airport user interests; NOW THEREFORE BE IT

RESOLVED, that the following individuals be and hereby are appointed to the Cortland County Airport Citizen's Advisory Committee for a term to begin immediately and expire Dec. 31, 2025:

Name	Capacity
Patrick M. Snyder	At-large Member
Brendan O'Bryan	At-large Member
James Spaller	At-large Member
David Keck	At-large Member
Matthew Wetherell	At-large Member
William Cobb	At-large Member
Douglas Withey	At-large Member
Charles Sudbrink	Superintendent of Highways
Christopher Newell	Legislative Liaison

; AND BE IT FURTHER

RESOLVED, that the Committee shall provide advisory opinions to the Highway Committee and Legislature on airport operations and improvements, and goals for future development and financial security of the Cortland County Airport; AND BE IT FURTHER

RESOLVED, that the Cortland County Airport Citizen's Advisory Committee shall prepare and submit meeting minutes to the Legislature Office.

AGENDA ITEM NO. 2 – Appoint Members to the Dwyer Memorial Park Advisory Board - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/28/2024 6:00 PM
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Keith VanGorder, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

ON MOTION OF NEWELL

RESOLUTION NO.

Appoint Members to the Dwyer Memorial Park Advisory Board - Highway Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 298-18 to Establish The Dwyer Memorial Park Citizen's Advisory Board; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 43-24 which adopted the By-Laws of the Dwyer Memorial Park Citizen's Advisory Board; AND

WHEREAS, the By-Laws state that the Advisory Board shall consist of 5-7 members that shall be residents of Cortland County and familiar with Dwyer Memorial Park; AND

WHEREAS, the term of appointment to the Board shall be for four (4) years; AND

WHEREAS, the Committee provides recommendations and feedback regarding current and future use of the park; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendation of the Cortland County Legislature's Highway Committee, the following names are hereby approved for service on said Board for a term to expire on December 31, 2027:

Linda Jones - 2087 E. River Road, Cortland, NY 13045
 Larry Jones - 2087 E. River Road, Cortland, NY 13045
 Judah Currie - 6559 Steger Road, Preble, NY 13141
 Daron Foster - 5771 Hights Gulf Road, Cortland, NY 13045
 Kaidon Foster - 5771 Hights Gulf Road, Cortland, NY 13045
 Steven Fisher - 5579 Edonna Drive, Homer, NY 13045
 Gary Lawrence - 1805 Mountain View Drive, Homer, NY 13077

AGENDA ITEM NO. 3 – Authorize 2024 Landfill Amnesty Credit for Municipalities - Highway Department/Landfill

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/28/2024 6:00 PM
MOVER:	Ronald J. Van Dee, Committee Vice-Chair
SECONDER:	Paul Heider, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

ON MOTION OF NEWELL

RESOLUTION NO.

Authorize 2024 Landfill Amnesty Credit for Municipalities - Highway Department/Landfill

WHEREAS, the Highway Committee of the Cortland County Legislature believes that the municipalities of Cortland County will be better served by authorizing a credit to be used at the Cortland County Landfill for the disposal of waste other than garbage at no charge; AND

WHEREAS, the Highway Committee has previously recommended that there be a 30-ton limit per municipality; AND

WHEREAS, the Cortland County Landfill no longer accepts tires at their facility; AND

WHEREAS, the Cortland County Superintendent of the Highways is authorized to establish a credit for each municipality to dispose of waste at no charge; NOW THEREFORE BE IT

RESOLVED, the Superintendent of the Highway Department shall provide each municipality in Cortland County a credit of \$2,700.00 for 2024 and allow said municipalities to dispose of their waste other than garbage at the Cortland County Landfill; AND BE IT FURTHER

RESOLVED, that only authorized municipal representatives utilizing authorized municipal vehicles may bring the waste to the County Landfill in order to make use of the above referenced credit; AND BE IT FURTHER

RESOLVED, that any metal objects (including white goods), construction and demolition waste, and tree waste shall be separated by category at the landfill site by the municipality making delivery; AND BE IT FURTHER

RESOLVED, that tires shall be excluded as an item that is accepted from the municipalities wishing to utilize the amnesty credit; AND BE IT FURTHER

RESOLVED, the Cortland County Superintendent of the Highways shall furnish the Legislature with an accounting of all waste delivered to the landfill utilizing the amnesty credit.

AGENDA ITEM NO. 4 – Create Two (2) Solid Waste Flow Control Officers - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/28/2024 6:00 PM
MOVER:	Paul Heider, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

ON MOTION OF NEWELL

RESOLUTION NO.

Create Two (2) Solid Waste Flow Control Officers - Highway Department

WHEREAS, the needs of the Highway Department - Solid Waste Division will be better served by creating two (2) Solid Waste Flow Control Officers (\$30.00/hr, per diem, no benefits, pending jurisdictional classification); AND

WHEREAS, the Highway Committee recommends the creation of these positions; NOW THEREFORE BE IT

RESOLVED, that two (2) Solid Waste Flow Control Officers (\$30.00/hr, per diem, no benefits, pending jurisdictional classification) be created with permission to fill effective March 29, 2024, for a total cost not to exceed \$30,000.

AGENDA ITEM NO. 5 – Authorize Memorandum of Agreement Between Cortland County and the Town of Preble for Sidewalk Installation on Little York Lake Road

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/28/2024 6:00 PM
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

ON MOTION OF NEWELL

RESOLUTION NO.

Authorize Memorandum of Agreement Between Cortland County and the Town of Preble for Sidewalk Installation on Little York Lake Road

WHEREAS, the safety and accessibility of roadways are of paramount importance to Cortland County; AND

WHEREAS, the installation of sidewalks along portions of roadways enhances pedestrian safety and promotes community well-being; AND

WHEREAS, Little York Lake Road, situated within the jurisdiction of the Town of Preble, lacks sidewalks, posing risks to pedestrians and cyclists; AND

WHEREAS, Cortland County has the resources and expertise to undertake the installation of sidewalks along the designated portion of Little York Lake Road; AND

WHEREAS, the Cortland County Legislature's Highway Committee recommends authorizing a Memorandum of Agreement with the Town of Preble for the installation of a sidewalk on a portion of Little York Lake Road owned by the Town of Preble, to be installed by the Cortland County Highway Department; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes a Memorandum of Agreement with the Town of Preble for the installation of a sidewalk on a portion of Little York Lake Road owned by the Town of Preble, to be installed by the Cortland County Highway Department.

ACTION ITEMS

1. Approval to Use Dwyer Park for Bluegrass Ramble on August 4, 2024

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paul Heider, Committee Member
SECONDER:	Keith VanGorder, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

2. Approval of Seven Valley Street Rod Club Request to Use Dwyer Park for Car Show on September 15, 2024

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paul Heider, Committee Member
SECONDER:	Keith VanGorder, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

3. Authorize Use of Dwyer Park for Empire State Subies Car Shows May 25, 2024 and September 21, 2024

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paul Heider, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

4. Authorize Independence Day Celebration at Dwyer Memorial Park - July 6, 2024 (With a Rain Date of July 7, 2024)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paul Heider, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

EXECUTIVE SESSION

It was MOVED by Ms. Bischoff, seconded by Mr. Heider, and unanimously approved by voice vote of members present, to enter into an executive session to discuss matters which will imperil the public safety is disclosed. MOTION CARRIED.

An executive session was held from 11:06 a.m. to 11:25 a.m., at which time on motion of Ms. Bischoff, seconded by Mr. Heider, it was unanimously approved by voice vote to exit executive session.

DISCUSSION ITEMS

1. ATV Discussion

RESULT:	COMPLETED
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2. Landfill - Future Options

RESULT:	COMPLETED
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ACTION ITEMS CONT.

1. Committee Recommendation for Prohibition of ATV/UTV Usage on County Roads & Municipal Prohibition of ATV/UTV Usage of Roads

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Keith VanGorder, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Van Dee, Heider, Bischoff, Mantella, VanGorder
EXCUSED:	Linda Jones, Christopher Newell

REPORTS

1. Solid Waste Monthly Report

RESULT:	COMPLETED
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2. Highway Department Activities Report

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:41 AM



Highway Committee

Committee Meeting

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

~ Minutes ~

Tuesday, February 6, 2024

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:08 AM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
Linda Jones	Cortland County, NY	Committee Member	Present	
Christopher Newell	Cortland County, NY	Committee Chair	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Vice-Chair	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Excused	
Dominick Mantella	Cortland County, NY	Committee Member	Present	
Keith VanGorder	Cortland County, NY	Committee Member	Excused	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Beau Harbin	Cortland County, NY	Board Member	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Christopher Simser	Cortland County, NY	Chief Assistant County Attorney	Present	
Chris Spadolini	Cortland County, NY	Recycling Coordinator	Present	
Charles Sudbrink	Cortland County, NY	Highway Superintendent	Present	
Alan Ricottilli	Cortland County, NY	Deputy Highway Superintendent	Present	
Eugene Waldbauer	Cortland County, NY	Board Member	Present	
Trisha Hiemstra	Cortland County, NY	Planning Director	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Margaret Mellott	Cortland Standard	Reporter	Present	
Chris Carrick	Central New York Regional Planning Development Boa		Present	
Matt McGregor	Abundant Solar		Present	
Travis Moore	Roadrunners ATV Club		Present	
Parrish Bush	Roadrunners ATV Club		Present	
Mitchel Eccleston	Cortland County, NY	Board Member	Late	10:40 AM

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Andrea Herzog	Cortland County, NY	Director of Finance	Remote	
Donald Chu	Cortland County	Resident	Remote	
Kimberly Biglardi	Cortland County, NY	Deputy Clerk of the Legislature	Remote	

MINUTES

1. Highway Committee - Committee Meeting - Jan 9, 2024 10:00 AM

RESULT: APPROVED [UNANIMOUS]
MOVER: Paul Heider, Committee Member
SECONDER: Ronald J. Van Dee, Committee Vice-Chair
AYES: Jones, Newell, Van Dee, Heider, Mantella
EXCUSED: Cathy Bischoff, Keith VanGorder

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Member - Syracuse Regional Airport Authority Regional Advisory Board

RESULT: APPROVED [UNANIMOUS]
Next: 2/22/2024 6:00 PM
MOVER: Linda Jones, Committee Member
SECONDER: Ronald J. Van Dee, Committee Vice-Chair
AYES: Jones, Newell, Van Dee, Heider, Mantella
EXCUSED: Cathy Bischoff, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Appoint Member - Syracuse Regional Airport Authority Regional Advisory Board

WHEREAS, the Syracuse Regional Airport Authority has requested a representative from Cortland County to serve on the Syracuse Regional Airport Authority Regional Advisory Board, NOW THEREFORE BE IT

RESOLVED, that Keith VanGorder, 130 N. Main Street, Cortland, NY, is hereby appointed to the Syracuse Regional Airport Authority Regional Advisory Board for a term to expire December 31, 2027.

AGENDA ITEM NO. 2 – Adopt Dwyer Memorial Park Citizen's Advisory Board By-Laws

RESULT: APPROVED [UNANIMOUS]
Next: 2/22/2024 6:00 PM
MOVER: Ronald J. Van Dee, Committee Vice-Chair
SECONDER: Linda Jones, Committee Member
AYES: Jones, Newell, Van Dee, Heider, Mantella
EXCUSED: Cathy Bischoff, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Adopt Dwyer Memorial Park Citizen's Advisory Board By-Laws

WHEREAS, the Cortland County Legislature adopted Resolution No. 298-18 which authorized

the establishment of the Dwyer Memorial Park Citizen's Advisory Board; AND

WHEREAS, there is a need to formalize the Dwyer Memorial Park Citizen's Advisory Board with by-laws; AND

WHEREAS, the attached by-laws have been established and approved by the Highway Committee of the Cortland County Legislature; NOW THEREFORE BE IT

RESOLVED, that the attached Dwyer Memorial Park Citizen's Advisory Board By-Laws be and hereby are adopted by the Cortland County Legislature effective immediately; AND BE IT FURTHER

RESOLVED, that a copy of the bylaws shall be kept on file with the Clerk of the Legislature.

AGENDA ITEM NO. 3 – Authorize Supplemental Agreement No. 2 with New York State Department of Transportation/East River Crossing Over Tioughnioga River Bridge BIN 3312310 Replacement - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/22/2024 6:00 PM
MOVER:	Ronald J. Van Dee, Committee Vice-Chair
SECONDER:	Linda Jones, Committee Member
AYES:	Jones, Newell, Van Dee, Heider, Mantella
EXCUSED:	Cathy Bischoff, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Authorize Supplemental Agreement No. 2 with New York State Department of Transportation/East River Crossing Over Tioughnioga River Bridge BIN 3312310 Replacement - Highway Department

WHEREAS, the Cortland County Legislature authorized an agreement with the New York State Department of Transportation for the East River Crossing Bridge (BIN 3312310) Replacement, P.I.N. 375687, by Resolution No. 339-19; AND

WHEREAS, the Project for the East River Crossing Bridge Replacement Project is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds, 15% through NYSDOT AID (Marchiselli Aid) provided the funds are appropriated by the State of New York, and 5% non-federal funds; AND

WHEREAS, the Highway Committee recommended that Barton and Loguidice Engineers, D.P.C. of 443 Electronics Parkway Liverpool, NY 13088 provide Professional Engineering Services to the Cortland County Highway Department; AND

WHEREAS, the Cortland County Legislature approved said agreement with Barton and Loguidice, D.P.C by Resolution No. 244-20; AND

WHEREAS, the Cortland County Legislature approved an Agreement with the New York State Department of Transportation (NYSDOT) for the Acquisition of Right of Way property by Resolution No. 57-21; AND

WHEREAS, during the preliminary design phase it was also determined that the Right of Way phase of the project would be completed by the consultant instead of the NYSDOT because of possible schedule concerns; AND

WHEREAS, the increased amount that will be allocated in Supplemental Agreement No. 2 of

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\$110,900.00 was budgeted in account HH51225.52100.ERRBR and HH51225.54055.ERRBR with Resolution No. 137-22; NOW THEREFORE BE IT

RESOLVED, that Supplemental Agreement No. 2 with the NYSDOT amends the contract end date to 12/31/2028, amends a previously adopted Schedule "B" (Phases, Sub-phase/Tasks, and Allocation of Responsibility), amends a previously adopted Agreement by replacing the Appendix A dated October 2019 with the Appendix A dated June 2023, and adding phase 2 ROW acquisition and ROW incidentals; AND BE IT FURTHER

RESOLVED, that the Chair of the Legislature of Cortland County, upon review and approval by the County Attorney or designee, is hereby authorized to execute Supplemental Agreement No. 2 with NYSDOT, for the continued design, right of way incidentals and right of way acquisitions of the East River Crossing Bridge Replacement.

AGENDA ITEM NO. 4 – Amend 2024 County Road Fund Budget for Rollover Consolidated Local Street and Highway Improvement Program (CHIPS) Funding - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/13/2024 9:00 AM
MOVER:	Ronald J. Van Dee, Committee Vice-Chair
SECONDER:	Paul Heider, Committee Member
AYES:	Jones, Newell, Van Dee, Heider, Mantella
EXCUSED:	Cathy Bischoff, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Amend 2024 County Road Fund Budget for Rollover Consolidated Local Street and Highway Improvement Program (CHIPS) Funding - Highway Department

WHEREAS, there are funds remaining for the Consolidated Local Street and Highway Improvement Program (CHIPS) from the 2023 County Road Fund Budget, in an amount of \$1,714,275.54; AND

WHEREAS, these remaining funds are eligible to be rolled-over to the 2024 County Road Fund Budget; AND

WHEREAS, these funds may be used for Construction Projects; NOW THEREFORE BE IT

RESOLVED, that the 2024 County Road Fund Budget be amended as follows:

Increase Revenues

D511243.43501	County Road Fund CHIPS Revenue	\$1,714,275.54
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Increase Expenses

D51125.54077	Construction Expenses	\$1,714,275.54
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AGENDA ITEM NO. 5 – Abolish One Position of Senior Engineer/Create One Position of Project Manager - Highway Department

Minutes Acceptance: Minutes of Feb 6, 2024 10:00 AM (MINUTES)

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/13/2024 9:00 AM
MOVER:	Ronald J. Van Dee, Committee Vice-Chair
SECONDER:	Linda Jones, Committee Member
AYES:	Jones, Newell, Van Dee, Heider, Mantella
EXCUSED:	Cathy Bischoff, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Abolish One Position of Senior Engineer/Create One Position of Project Manager - Highway Department

WHEREAS, the needs of the Highway Department will be better served by abolishing one (1) Senior Engineer position and creating one (1) Project Manager position; AND

WHEREAS, the Highway Committee recommends the abolition and creation of these positions; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Senior Engineer (Grade 25, CSEA, \$33.1102-\$41.9091, competitive class, full time with benefits) be and hereby is abolished effective February 22, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Project Manager (Grade 25, CSEA, \$33.1102-\$41.9091, competitive class, full time with benefits) be created with permission to fill effective February 23, 2024 at 12:01 am.

AGENDA ITEM NO. 6 – Authorize Agreement with St. Pauly Textile, Inc. - Textile Recycling at Recycling Center

RESULT:	APPROVED [UNANIMOUS]
	Next: 2/22/2024 6:00 PM
MOVER:	Christopher Newell, Committee Chair
SECONDER:	Ronald J. Van Dee, Committee Vice-Chair
AYES:	Jones, Newell, Van Dee, Heider, Mantella
EXCUSED:	Cathy Bischoff, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Authorize Agreement with St. Pauly Textile, Inc. - Textile Recycling at Recycling Center

WHEREAS, the Cortland County Recycling Center wishes to add textile recycling; AND

WHEREAS, St. Pauly Textile, Inc. has a program for textile recycling; AND

WHEREAS, the Cortland County Legislature's Highway Committee recommends entering into an agreement, at no cost to the County, with St. Pauly Textile, Inc. for textile recycling at the Cortland County Recycling Center; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to enter into an agreement with St. Paul Textile, Inc. for textile recycling at the Cortland County Recycling Center.

AGENDA ITEM NO. 7 – Increase Budget for Level I Load Rating on Landers Corners Bridge

Minutes Acceptance: Minutes of Feb 6, 2024 10:00 AM (MINUTES)

RESULT: **APPROVED [UNANIMOUS]**

Next: 2/13/2024 9:00 AM

MOVER: Paul Heider, Committee Member

SECONDER: Ronald J. Van Dee, Committee Vice-Chair

AYES: Jones, Newell, Van Dee, Heider, Mantella

EXCUSED: Cathy Bischoff, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Increase Budget for Level I Load Rating on Landers Corners Bridge

WHEREAS, due to the request from the NYSDOT Structures Unit, the County Road Fund balance shall need to be increased to cover the costs to have Barton & Loguidice perform a Level I Load Rating for the Landers Corners Bridge (BIN 3312140); AND

WHEREAS, Cortland County currently has a term agreement with Barton & Loguidice; AND

WHEREAS, there are monies in the County Road fund balance; NOW THEREFORE BE IT

RESOLVED, that the County Road fund balance be amended as follows:

Increase:

D50205.54062	Engineering Fees	\$35,000.00
D359900	Appropriated Fund Balance	\$35,000.00

Minutes Acceptance: Minutes of Feb 6, 2024 10:00 AM (MINUTES)

REPORTS

1. Solid Waste Monthly Report

RESULT:	COMPLETED
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2. Highway Activities Report - February

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. Travis Gross - Roadrunners ATV Club

RESULT:	COMPLETED
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2. Abundant Solar - Cortland County Airport

RESULT:	COMPLETED
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3. Textile Recycling

RESULT:	COMPLETED
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4. Landers Corners Bridge - Level I Load Rating

RESULT:	COMPLETED
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5. Landfill - Future Options

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:19 AM



Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Flow Control Officer (2 per diem) Abolish _____

Bargaining Unit: n/a

Purpose and Background:

Investigate alleged Flow Control violations. Position is budgeted using tipping fees to cover the expense.

Fiscal Impact: ☒ County Funded 100 % ☐ Grant Funded _____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade N/A Salary Range \$ _____

Requested Grade/Salary of Position: Grade _____ Salary Range \$ _____

Annual Increase: \$ 30,000 County Share: \$ 30,000 # of Positions Affected: _____

Goals:

Help ensure all Cortland County residents and haulers are complying with Cortland County's Flow Control Law.

Operational Impact:

If Flow Control is not enforced revenue to the Landfill will decrease, adding additional taxes to the residents of the County.

Requested By:

[Signature]
Signature of Requesting Department Head

3-8-2024
Date

Personnel Officer Approval

[Signature]
Signature of Personnel Officer

3-8-2024
Date

County Administrator Budget Impact Statement:

County Administrator Approval

[Signature]
Signature of County Administrator

3/8/2024
Date

Statutory Committee Approval

[Signature]
Signature of Committee Chair after Committee Vote

3/12/24
Date

2023 Dwyer Memorial Park Event Synopsis

Fireworks – Zambelli Fireworks Manufacturing Co. \$23,500

\$5 per car charge for parking

- Total number of cars/tickets sold = 633

WXHC Sky Concert - \$1,050

Center for the Arts Bands/Music - \$5,000 (paid for by the Cortland County Convention and Visitor's Bureau"CVB") ****verified that the CVB will contribute the same amount for 2024**

20 vendors total (\$100 fee; \$50 returned day of event if they show)

- 4 food – Holy Smoked, Lulu's Kettlecorn, Meg A Moo's Ice Cream & Fredhot's
- 16 crafters/merchandise

7 local bands at the stage (see attached flyer)

Old Timer's Band at Main Pavilion in the evening

Beer tent (ran by the Homer Center for the Arts)

All insurance and permits obtained

Extra port-a-john's brought in for the event

TOTAL EXPENSES for 2023 - \$27,400

TOTAL REVENUE for 2023 - \$3,303.60

2024 Budget for Event - \$28,000

BAND LINEUP

2:00 – STEVE DANIELS BAND

3:00 – THE DIRTY DOVES

4:00 – THE ELDERS

5:00 – SECOND SPRING

6:00 – THE ROLLIN' RUST

7:00 – HOT DOGS & GIN

**8:00 – JON REGALIA &
THE SWAMP BOYS**

**CORTLAND COUNTY DEPARTMENT OF HIGHWAYS****60 Central Avenue****Cortland, New York 13045****PHONE: (607) 753-9377 FAX: (607) 756-8852****CHARLES SUDBRINK**
Superintendent of Highways**ALAN RICOTTILLI**
Deputy Superintendent of Highways**RUTH STANTON**
Fiscal Office**Cortland County Landfill**

The Cortland County Landfill has approximately 720,000cy of airspace remaining in cell 2A. The annual airspace consumption rate is 60,000cy, using the current annual consumption rate of 60,000cy, the landfill has approximately 12 years of remaining site life.

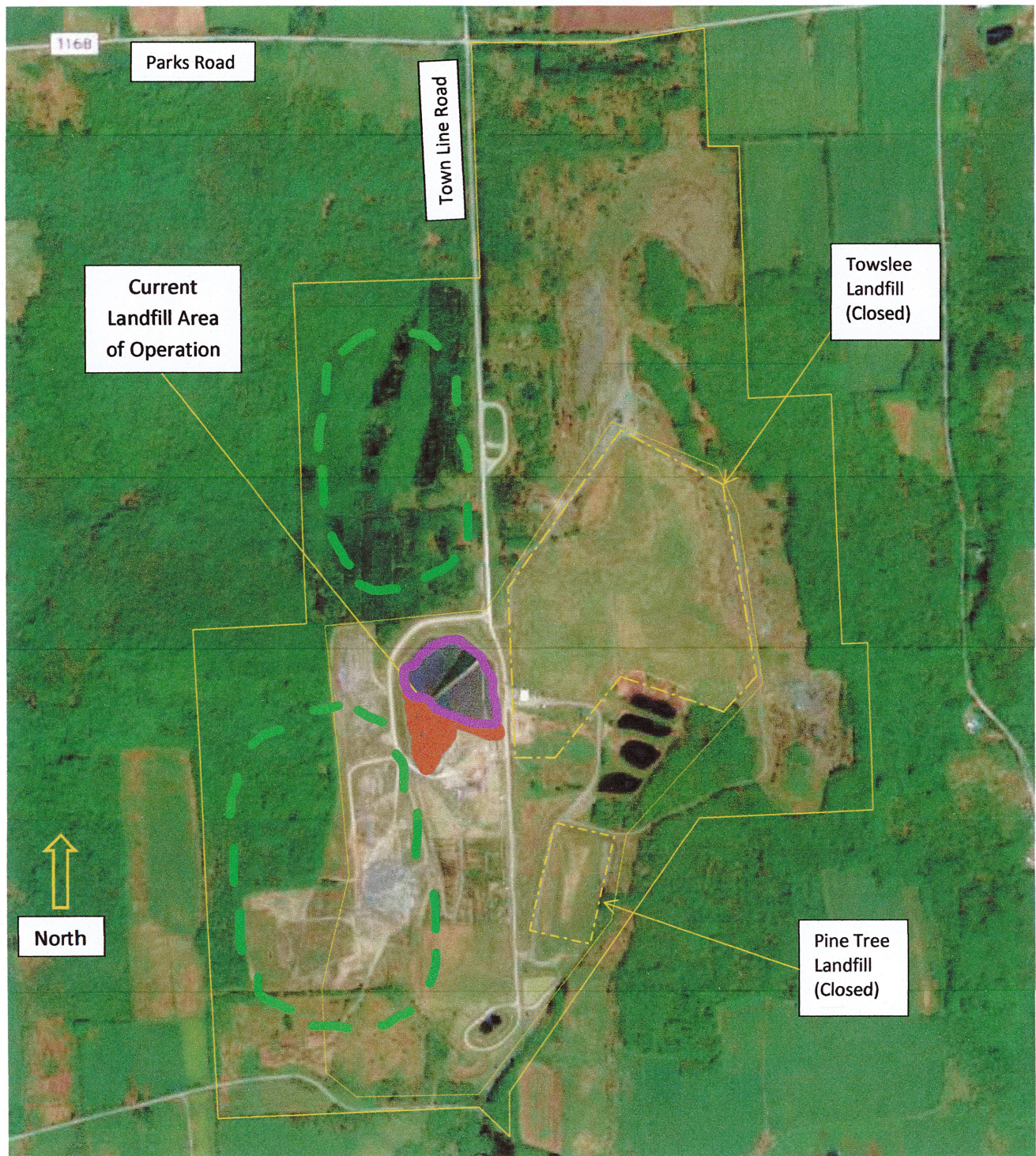
Cortland County has not yet decided on a future MSW Management Plan extending beyond the existing site life.

One option would be to expand the current landfill by constructing new cells. In 1986 and 1987 Cortland County purchased an additional 230 acres of land with the purpose (Resolution 93-1986; to serve as a long term Landfill). If the County progressed with this option, the next area to be developed would be north of the West Side Landfill. (See attached map).

Benefits: Fixed costs,

Disadvantages: Increasing regulations,

FIGURE 1.
CORTLAND COUNTY LANDFILL
SITE LOCATION



Bond Payments

	2020 Bond	EFC Bond	2007 Bond
Org. Amount	\$760,000	\$9,150,000	\$2,648,000
12/31/2024	\$520,000	\$3,980,000	\$680,874
Payment	-60,000	-455,000	-160,441
12/31/2025	\$460,000	\$3,525,000	\$520,433
Payment	-60,000	-460,000	-168,529
12/31/2026	\$400,000	\$3,065,000	\$351,904
Payment	-60,000	-470,000	-173,930
12/31/2027	\$340,000	\$2,595,000	\$177,974
Payment	-65,000	-475,000	-177,974
12/31/2028	\$275,000	\$2,120,000	\$0
Payment	-65,000	-485,000	170,000
12/31/2029	\$210,000	\$1,635,000	170,000
Payment	-70,000	-500,000	170,000
12/31/2030	\$140,000	\$1,135,000	340,000
Payment	-70,000	-510,000	170,000
12/31/2031	\$70,000	\$625,000	510,000
Payment	-70,000	-520,000	170,000
12/31/2032	0	\$105,000	680,000
Payment	65000	-50,000	400,000
21/31/2033	65000	\$55,000	400,000
Payment	65000	-55,000	395,000
12/31/2034	130000		795,000
Payment			1,020,000
Average Yearly Bond Payment \$685,000.00			
Total	\$130,000.00	\$795,000.00	\$1,020,000.00
			\$1,945,000.00

Madison County 3.76ac, \$4.675 Million 2023, ~ 730,000cy airspace

Chenango County 3.7ac, \$4.6 million 2023

Oswego County 9.4ac, \$7.1 million 2024, ~ 1.4 million cy airspace



CORTLAND COUNTY

60 Central Avenue
Cortland NY 13045

Committee: Cortland County Highway Committee

Recommendation for Prohibition of ATV/UTV Usage on County Roads & Municipal Prohibition of ATV/UTV Usage on Roads

During our recent committee meeting, the issue of permitting All-Terrain Vehicles (ATVs) and Utility Task Vehicles (UTVs) on Cortland County roads was thoroughly discussed. After comprehensive deliberation, the committee has reached a consensus to recommend against allowing ATV/UTV usage on County roads due it being a clear violation of Vehicle and Traffic Law (VTL).

In addition to our recommendation against permitting All-Terrain Vehicles (ATVs) and Utility Task Vehicles (UTVs) on Cortland County roads, it is prudent to extend this recommendation to other municipalities within Cortland County. This proactive approach will ensure consistency in regulations and promote unified efforts to address safety concerns and any violations of VTL.

FEBRUARY 2024 SOLID WASTE DEPARTMENT REPORT

1 February – 29 February 2024

Landfill

Administration

- ❖ Working on annual reports.

Operations

- **Leachate Hauling** – Continued transportation of leachate to the City’s WWTP. We have hauled **161,000** gallons from Pine Tree, **16,000** gallons from Ground Water Vault and **762,500** gallons from West Side.
- **Cover Material** – Auto Fluff **464.20** tons received.
- **Solid Waste** – **1857.03** tons received.
- **Sludge** – **429.35** tons received.
- **C&D** – **357.59** tons received.
- **Glass** – **254** tons received. **244.66** tons from Southern Tier, **4.98** tons from recycle center, **4.36** tons from Truxton.
- **Site Maintenance** – Downsizing our working face to the smallest open area that we can. Adding additional cover material to mitigate odor.
- **Equipment** – Ongoing scheduled service and routine preventive maintenance.
- **Gas Collection System** – Construction of the system continues. Flare and skid arrived on 27 February. Skid was placed on pad. Waiting for flare to be placed on its pad and secured in place. After the Skid and Flare are in place the equipment will be attached to the header system.

Recycling

- Single stream to Southern Tier – **149.05** tons. Total cost - **\$9,688.25**.
- Cardboard to market – Approx. **20** tons. Approximate Revenue - **\$2400.00** have not received data yet.
- Glass from recycling to landfill – **4.98** tons.
- Compost to Landfill – **None**.
- Glass from Southern Tier to Landfill – **244.66** tons Total Revenue – **\$8563.31**
- Electronics Recycled – **No electronics recycled**.
- Garbage from recycle to landfill – **.69** tons

MARCH 2024 HIGHWAY DEPARTMENT REPORT

Administration

Monthly Superintendents Meeting
Department Head Meeting
NYSCHSA Conference

Projects

Structure Projects:

East River Crossing bridge replacement – Preliminary design is in progress
High Bridge Road bridge replacement – Survey and Right-of-Way acquisition in progress.
Bridge NY applications have been submitted to NYSDOT

Staffing - 4 full time positions and 4 temporary positions open

Equipment - Waiting for new plow trucks, Road Side mowers received

Road Maintenance – Snow & Ice removal, pothole repairs, tree maintenance.

Salt Usage - Season Total = 8,800 tons

Dwyer Park - Forestry Management Plan – continuing to remove trees.

Airport

T Hangar Occupancy- All hangers are occupied.

100 LL Fuel Farm Relocation project – Concrete slab and walls have been poured.