



# Highway Committee

## Committee Meeting

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

~ Minutes ~

Tuesday, May 7, 2024

10:00 AM

Room 302

### CALL TO ORDER

The meeting was called to order at 10:00 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                | Excused |          |
| Cathy Bischoff     | Cortland County, NY | Committee Member                | Late    | 10:06 AM |
| 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 |          |
| Ashley Millard     | Cortland County, NY | Deputy 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 Highway Superintendent   | Present |          |
| Harry Coleman      | Cortland County, NY | Resident                        | Present |          |
| Andrea Herzog      | Cortland County, NY | Director of Finance             | Present |          |
| Margaret Mellott   | Cortland Standard   | Reporter                        | Present |          |
| Joseph Nauseef     | Cortland County, NY | Board Member                    | Present |          |
| Susan Wilson       | Cortland County, NY | Board Member                    | Present | 10:45 AM |
| Eugene Waldbauer   | Cortland County, NY | Board Member                    | Present | 10:55 AM |
| Donald Chu         | Cortland County, NY | Resident                        | Remote  |          |
| Nicole Compton     | Cortland County, NY | Paralegal                       | Remote  |          |

|                 |                        |                            |        |  |
|-----------------|------------------------|----------------------------|--------|--|
| Brooke Kemak    | Cortland County,<br>NY | County Clerk               | Remote |  |
| Carlita Withers | Cortland County,<br>NY | Deputy Director of Finance | Remote |  |

## MINUTES

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

|                                |
|--------------------------------|
| <b>RESULT:</b> <b>APPROVED</b> |
|--------------------------------|

## RESOLUTIONS

## DISCUSSION ITEMS

1. Dwyer Park

|                                 |
|---------------------------------|
| <b>RESULT:</b> <b>COMPLETED</b> |
|---------------------------------|

2. C & D at the Cortland County Landfill

|                                 |
|---------------------------------|
| <b>RESULT:</b> <b>COMPLETED</b> |
|---------------------------------|

3. Landfill - Future Options

|                                 |
|---------------------------------|
| <b>RESULT:</b> <b>COMPLETED</b> |
|---------------------------------|

## REPORTS

1. Solid Waste Activities Report

|                                 |
|---------------------------------|
| <b>RESULT:</b> <b>COMPLETED</b> |
|---------------------------------|

2. Highway Department Report

|                                 |
|---------------------------------|
| <b>RESULT:</b> <b>COMPLETED</b> |
|---------------------------------|

## ADJOURNMENT

The meeting was closed at 11:03 AM



# Highway Committee

## Committee Meeting

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### ~ Minutes ~

Tuesday, April 9, 2024

10:00 AM

Room 302

### CALL TO ORDER

The meeting was called to order at 10:00 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                | Present |         |
| Dominick Mantella  | Cortland County, NY | Committee Member                | Present |         |
| Keith VanGorder    | Cortland County, NY | Committee Member                | Present |         |
| Savannah Hempstead | Cortland County, NY | Clerk of the Legislature        | Present |         |
| Rob Corpora        | Cortland County, NY | County Administrator            | Present |         |
| Melanie Vilardi    | Cortland County, NY | Deputy County Administrator     | Present |         |
| Charles Sudbrink   | Cortland County, NY | Highway Superintendent          | Present |         |
| Alan Ricottilli    | Cortland County, NY | Deputy Highway Superintendent   | Present |         |
| Christopher Simser | Cortland County, NY | Chief Assistant County Attorney | Present |         |
| Margaret Mellott   | Cortland Standard   | Reporter                        | Present |         |
| Joseph Nauseef     | Cortland County, NY | Board Member                    | Present |         |
| Kevin Fitch        | Cortland County, NY | Chair of the Legislature        | Remote  |         |
| Carlita Withers    | Cortland County, NY | Deputy Director of Finance      | Remote  |         |
| Andrea Herzog      | Cortland County, NY | Director of Finance             | Remote  |         |
| Donald Chu         | Cortland County, NY | Resident                        | Remote  |         |

Minutes Acceptance: Minutes of Apr 9, 2024 10:00 AM (MINUTES)

**MINUTES**

1. Highway Committee - Committee Meeting - Mar 12, 2024 10:00 AM

|                  |                                                               |
|------------------|---------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                   |
| <b>MOVER:</b>    | Paul Heider, Committee Member                                 |
| <b>SECONDER:</b> | Linda Jones, Committee Member                                 |
| <b>AYES:</b>     | Jones, Newell, Van Dee, Heider, Bischoff, Mantella, VanGorder |

**RESOLUTIONS**

AGENDA ITEM NO. 1 – New York State Department of Transportation Office of Right of Way - Use and Occupancy Permit No. 34369 for Purple Heart Signs Placed on State Highways - Highway Department

|                  |                                                               |
|------------------|---------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                   |
|                  | <b>Next: 4/25/2024 6:00 PM</b>                                |
| <b>MOVER:</b>    | Cathy Bischoff, Committee Member                              |
| <b>SECONDER:</b> | Ronald J. Van Dee, Committee Vice-Chair                       |
| <b>AYES:</b>     | Jones, Newell, Van Dee, Heider, Bischoff, Mantella, VanGorder |

**ON MOTION OF NEWELL****RESOLUTION NO.**

**New York State Department of Transportation Office of Right of Way - Use and Occupancy Permit No. 34369 for Purple Heart Signs Placed on State Highways - Highway Department**

WHEREAS, the Cortland County Legislature adopted Resolution No. 65-21 declaring Cortland County a Purple Heart Community; AND

WHEREAS, to honor the Purple Heart recipients, Purple Heart signs shall be placed at the County line on major roadways coming into Cortland County; AND

WHEREAS, Cortland County must be issued a Use and Occupancy Permit to place Purple Heart signs on State Highways; NOW THEREFORE BE IT

RESOLVED, that Cortland County shall accept all provisions of the Use and Occupancy Permit No. 35369; AND BE IT FURTHER

RESOLVED, that the County Administrator shall be the authorized representative, to sign any documentation associated with the Use and Occupancy Permit No. 34369, on behalf of Cortland County.

AGENDA ITEM NO. 2 – Local Law "B" of 2024 - a Local Law to Enter into a Lease of County-Owned Real Property at the Cortland County Airport

|                  |                                                               |
|------------------|---------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                   |
|                  | <b>Next: 4/25/2024 6:00 PM</b>                                |
| <b>MOVER:</b>    | Cathy Bischoff, Committee Member                              |
| <b>SECONDER:</b> | Ronald J. Van Dee, Committee Vice-Chair                       |
| <b>AYES:</b>     | Jones, Newell, Van Dee, Heider, Bischoff, Mantella, VanGorder |

**ON MOTION OF NEWELL****RESOLUTION NO.**

**Local Law "B" of 2024 - a Local Law to Enter into a Lease of County-Owned Real Property at the Cortland County Airport**

Minutes Acceptance: Minutes of Apr 9, 2024 10:00 AM (MINUTES)

WHEREAS, the Cortland County Legislature's Highway Committee believes it is advantageous for Cortland County to enter into a lease of County-owned real property at the County Airport; AND

WHEREAS, the following Local Law has been in its final form upon the desks of the Cortland County Legislature at least seven (7) calendar days exclusive of Sunday, prior to this date; NOW THEREFORE BE IT

RESOLVED, that Local Law "B" of 2024 be enacted as follows:

**Local Law "B" of 2024 - a Local Law to Enter into a Lease of County-Owned Real Property at the Cortland County Airport**

Local Law "B" of 2024 - A local law authorizing the County of Cortland not withstanding Section 215 of County Law of the State of New York, to enter into a lease of County-owned real property for a specific project for a term of up to 29 years.

**SECTION 1. Purpose**

The County of Cortland seeks to enter into an agreement with Abundant Solar Power, Inc., which agreement shall lease real property owned by the County of Cortland for a term of 29 years as follows; an initial term of two (2) years designated as the "Development Term," a further term of two (2) years designated as the "Construction Term," and further term of 25 years that shall be known as the "Operations Term."

**SECTION 2. Legal Authority**

New York State County Law Section 215 provides that, after determining that a property is no longer needed for public use, a County may sell the property or lease the property for a term not to exceed five years.

New York State Comptroller Opinion 68-857 opines that a municipality may enter into leases for a term in excess of five years if the municipality authorizes such leases by local law.

New York State Municipal Home Rule Law Section 24 provides that any local law that changes a provision of law relating to leasing of real property is subject to referendum on petition (permissive referendum).

**SECTION 3. Applicability**

The County of Cortland is authorized, notwithstanding Section 215 of the County Law of the State of New York, which is hereby superseded, to enter into a lease of County owned real property for a specific project for a term of up to 29 years.

This Local Law is applicable to the specific project with Abundant Solar Power, Inc.

**SECTION 4. Effective Date**

Notice of the adoption of this local law subject to permissive referendum shall be published in the official newspaper of the County.

This Local Law shall take effect at the end of the permissive referendum period upon filing in the Office of the Secretary of State, and if a permissive referendum is held, upon approval at the permissive referendum upon filing in the Office of the Secretary of State.

## EXECUTIVE SESSION

It was MOVED by Mr. Newell, seconded by Ms. Bischoff, and unanimously approved by voice vote of members present, to enter into an executive session for discussions regarding current litigation, with Mr. Ricottilli, Mr. Sudbrink, Mr. Simser and Ms. Hempstead permitted to stay; MOTION CARRIED.

An executive session was held from 10:02 a.m. to 10:30 a.m., at which time on motion of Ms. Homer, seconded by Mr. Nauseef, it was unanimously approved by voice vote to exit executive session.

## REPORTS

1. Highway Department Activities Report - April 2024

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

2. Solid Waste Monthly Activities Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

## DISCUSSION ITEMS

1. Airport Hangar

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

2. Landfill - Future Options

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

## ADJOURNMENT

The meeting was closed at 11:00 AM

**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.

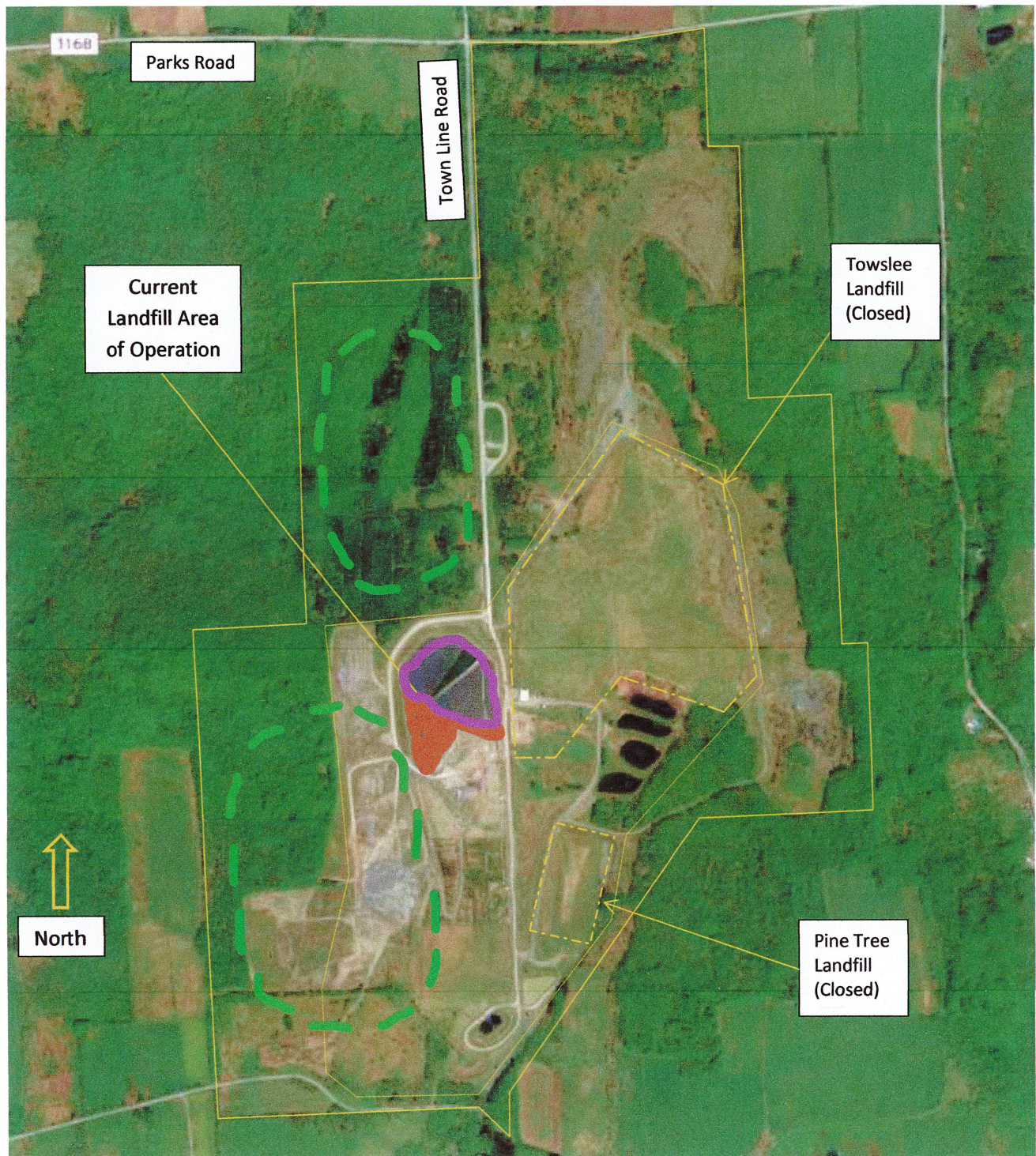
Cortland County has not yet decided on a future MSW Management Plan extending beyond the existing site life.

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 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****Transfer Station**

Initial costs: Property?

Transfer Station 120-150 ton capacity, \$2,000,000.00- \$4,000,000.00

Compacting units- 2, \$314,000.00

Walking floor trailers- 6, \$780,000.00

Semi-tractors- 2, \$360,000.00

Scale with radiation detection, \$110,000.00

Skid steers 2, \$180,000.00

**Total: \$3,744,000.00- \$5,744,000.00**

Benefits: fewer regulations,

Disadvantages: unknown destination and future rate of tipping fees,

## April 2024 SOLID WASTE DEPARTMENT REPORT 1 April – 30 April 2024

### Landfill

#### Administration

- ❖ Working on annual reports.

#### Operations

- **Leachate Hauling** – Continued transportation of leachate to the City’s WWTP. We have hauled **186,00** gallons from Pine Tree, **16,000** gallons from Ground Water Vault and **1,599,000** gallons from West Side.
- **Cover Material** – Auto Fluff **465.15** tons received.
- **Solid Waste** – **2,324.55** tons received.
- **Sludge** – **508.16** tons received.
- **C&D** – **475.43** tons received.
- **Glass** – **216.41** tons received. **205.53** tons from Southern Tier, **9.01** tons from Recycle Center, **2.35** tons received from the town of Virgil.
- **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.

#### **Recycling**

- Single stream to Southern Tier – **205.53** tons. Total cost - **\$13,359.45**
- Cardboard to market – Approx. **60** tons. Approximate Revenue - **\$8,400.00** have not received data yet.
- Glass from recycling to landfill – **9.01** tons.
- Compost to Landfill – **None**.
- Glass from Southern Tier to Landfill – **209.24** tons. Total Revenue – **\$7,323.40**
- Electronics Recycled – **7** tons.
- Garbage from recycle to landfill – **3.22** tons

## MAY 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

#### Road Projects:

Fairhaven- Hot mix asphalt  
 Telephone Rd. Ext.- **Mill & fill, hot mix-asphalt, complete.**  
 Telephone Rd.- Recycle  
 Cheningo-Solon Pond Rd.- **Mill & fill, hot mix-asphalt, complete.**  
 Cheningo-Solon Pond Rd.- Recycle  
 Union Valley Rd.- **Shoulder stabilization, complete.** Cold-mix asphalt  
 Merrill Creek Rd.- **Shoulder stabilization, complete.** Cold-mix asphalt  
 Freetown-Texas Valley-Possible shoulder stabilization alternate

### TC3

Concrete sidewalks and loading dock- June-July

Staffing - 3 full time positions and 4 temporary positions open

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

Road Maintenance – Pothole repairs, tree maintenance and roadside mowing

Salt Usage - Season Total = 9,500 tons

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

### Airport

T Hangar Occupancy- All hangers are occupied.

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