



Highway Committee

Committee Meeting

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

~ Minutes ~

Tuesday, May 9, 2023

11:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 11:10 AM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived	Departed
George Wagner	Cortland County, NY	Committee Member	Present		
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		
Cathy Bischoff	Cortland County, NY	Committee Member	Present		
Joseph Nauseef	Cortland County, NY	Committee Member	Present		11:45 AM
Eugene Waldbauer	Cortland County, NY	Committee Member	Present		
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present		
Victoria J. Monty	Cortland County, NY	County Attorney	Present		
Alan Ricottilli	Cortland County, NY	Deputy Superintendent of Highways	Present		
Sandra Price	Cortland County, NY	Board Member	Present		
Ray Oliver		Resident	Present		
Gerry Ruggiero		Resident	Present		
Beau Harbin	Cortland County, NY	Board Member	Late	11:17 AM	
Andrea Herzog	Cortland County, NY	Director of Finance	Remote		
Margaret Mellott	Cortland Standard	Reporter	Remote		

MINUTES

1. Highway Committee - Committee Meeting - Apr 11, 2023 11:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Eugene Waldbauer, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

RESOLUTIONS

AGENDA ITEM NO. 1 – Allocate 2022 Fund Balance to Airport Reserve/Amend Resolution No. 269-17 - Highway Department/Cortland County Airport

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/16/2023 10:00 AM
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Linda Jones, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

ON MOTION OF NEWELL

RESOLUTION NO.

Allocate 2022 Fund Balance to Airport Reserve/Amend Resolution No. 269-17 - Highway Department/Cortland County Airport

WHEREAS, the Cortland County Legislature adopted Resolution No. 269-17 which directed that the gain or loss from A5610 accounts be placed into a dedicated reserve fund, AND

WHEREAS, Resolution No. 269-17 states, "a resolution will be prepared for board approval denoting the amount of loss or gain from the A5610 accounts that will be applied to the Airport Reserve account", AND

WHEREAS, it is the recommendation of the Highway Committee to allow the Finance Director to annually move funds into said Airport Reserve, AND

WHEREAS, the Airport had a gain in 2022 of \$14,171.33, NOW THEREFORE BE IT

RESOLVED, that the Airport Reserve (A386300.ARPT) be increased \$14,171.33 for 2022 gains, AND BE IT FURTHER

RESOLVED, that Resolution No. 269-17 be and hereby is amended to change the second RESOLVED clause to read, "the Finance Director be and hereby is authorized, at the end of each fiscal year, to move gains in A5610 accounts to the Airport Reserve."

AGENDA ITEM NO. 2 – Authorize Memorandum of Understanding with City of Cortland for Leachate and Sludge

Mr. Wagner MADE A MOTION TO SUSPEND THE RULES to entertain a resolution not previously on the agenda, Ms. Bischoff SECONDED THE MOTION, and upon unanimous voice vote of members present, MOTION CARRIED.

RESULT:	APPROVED [UNANIMOUS]
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	Next: 5/25/2023 6:00 PM
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MOVER:	Ronald J. Van Dee, Committee Vice Chair
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SECONDER:	Eugene Waldbauer, Committee Member
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AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer
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ON MOTION OF NEWELL

RESOLUTION NO.

Authorize Memorandum of Understanding with City of Cortland for Leachate and Sludge

WHEREAS, the operation of the Cortland County Landfill generates and will in the future generate leachate, AND

WHEREAS, the operation of the Wastewater Treatment Facility generates and will in the future generate sludge, AND

WHEREAS, the Highway Committee recommends entering into a twenty-five (25) year Memorandum of Understanding (MOU) with the City of Cortland to formalize the agreement relative to the disposal and acceptance of leachate and sludge, with the option to extend for additional ten (10) year terms, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee, be and hereby is authorized to execute a Memorandum of Understanding with the City of Cortland for the disposal and acceptance of leachate and sludge for a twenty-five (25) year term, with the option to extend for additional ten (10) year terms.

AGENDA ITEM NO. 3 – Create Three (3) Part-Time Wade Pool Attendants - Highway Department

RESULT:	APPROVED [UNANIMOUS]
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	Next: 5/16/2023 10:00 AM
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MOVER:	Joseph Nauseef, Committee Member
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SECONDER:	Cathy Bischoff, Committee Member
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AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer
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ON MOTION OF NEWELL

RESOLUTION NO.

Create Three (3) Part-Time Wade Pool Attendants - Highway Department

WHEREAS, the needs of the Highway Department will be better served by creating three (3) part-time Wade Pool Attendants (less than 20 hours/week, up to 90 days per year), AND

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

RESOLVED, that three (3) positions of part-time Wade Pool Attendant (\$15.20/hour (\$1.00 over minimum wage), non-competitive class, part-time less than 20 hours/week, up to 90 days per year, no benefits) be created with permission to fill effective May 26, 2023 at 12:01 am.

AGENDA ITEM NO. 4 – Allocate Remaining Funds from Dwyer Park Dock to Dwyer Park Splash Pad - Highway Department

RESULT:	APPROVED [UNANIMOUS]
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Next: 5/16/2023 10:00 AM

MOVER:	Ronald J. Van Dee, Committee Vice Chair
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SECONDER:	Eugene Waldbauer, Committee Member
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AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer
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ON MOTION OF NEWELL

RESOLUTION NO.

Allocate Remaining Funds from Dwyer Park Dock to Dwyer Park Splash Pad - Highway Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 203-22 on September 22, 2022, which authorized the construction of a new dock at Dwyer Memorial Park for a cost not to exceed \$100,000, AND

WHEREAS, the cost of the dock came in under budget due to services provided by the Cortland County Highway Department, AND

WHEREAS, it is the recommendation of the Highway Committee to allocate all unused funding from the Dwyer Park dock project to the wade pool at Dwyer Park, NOW THEREFORE BE IT

RESOLVED, that all unused funding for the Dwyer Park dock project remain in the highway/Dwyer Park budget to be used for the wade pool at Dwyer Park.

DISCUSSION ITEMS

1. Wade Pool Discussion

RESULT:	COMPLETED
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2. Use of Remaining Funds from Dwyer Park Dock Project

RESULT:	COMPLETED
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REPORTS

1. Highway Activities Report

RESULT:	COMPLETED
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2. Solid Waste Activities Report

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 12:03 PM



Highway Committee

Committee Meeting

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

~ Minutes ~

Tuesday, April 11, 2023

11:00 AM

Room B20

CALL TO ORDER

The meeting was called to order at 11:08 AM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived	Departed
George Wagner	Cortland County, NY	Committee Member	Present		
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		
Cathy Bischoff	Cortland County, NY	Committee Member	Present		
Joseph Nauseef	Cortland County, NY	Committee Member	Present		
Eugene Waldbauer	Cortland County, NY	Committee Member	Present		12:01 PM
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Charles Sudbrink	Cortland County, NY	Highway Superintendent	Present		
Alan Ricottilli	Cortland County, NY	Deputy Highway Superintendent	Present		
Paul Heider	Cortland County, NY	Board Member	Present		
Chris Spadolini	Cortland County, NY	Recycling Coordinator	Present		
Andrea Herzog	Cortland County, NY	Director of Finance	Present		
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present		
Ray Oliver	U Call It - We Haul It	Owner/Operator	Present		
Amanda Barber	Cortland County SWCD	District Manager	Present		
Margaret Mellott	Cortland Standard	Reporter	Remote		

Minutes Acceptance: Minutes of Apr 11, 2023 11:00 AM (MINUTES)

MINUTES

1. Highway Committee - Committee Meeting - Mar 7, 2023 11:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	George Wagner, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

RESOLUTIONS

AGENDA ITEM NO. 1 – Amend 2023 County Road Fund/Road Machinery Budgets with Rollover Consolidated Local Street and Highway Improvement Program (CHIPS), and Pave Our Potholes (POP) Funding - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 4/18/2023 10:00 AM
MOVER:	Ronald J. Van Dee, Committee Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

ON MOTION OF NEWELL**RESOLUTION NO.**

Amend 2023 County Road Fund/Road Machinery Budgets with Rollover Consolidated Local Street and Highway Improvement Program (CHIPS), and Pave Our Potholes (POP) Funding - Highway Department

WHEREAS, there are funds remaining for the Consolidated Local Street and Highway Improvement Program (CHIPS) and Pave our Potholes (POP) from the 2022 County Road Fund Budget, in an amount of \$1,307,353.43, AND

WHEREAS, these remaining funds are eligible to be rolled over to the 2023 County Road Fund Budget, AND

WHEREAS, these funds may be used for Construction Projects or Equipment Purchases, NOW THEREFORE BE IT

RESOLVED, that the 2023 County Road Fund Budget be amended as follows:

Increase Revenues:

D511243.43501	County Road Fund CHIPS Revenue	\$636,463.15
D511243.43501.POP	Pave our Pothole Revenue	\$370,890.28
E513043.43501	Road Machinery Fund CHIPS Revenue	\$300,000.00

Increase Expenses:

D51125.54077	Construction Expenses	\$1,007,353.43
E51305.52030	Equipment	\$300.000.00

Minutes Acceptance: Minutes of Apr 11, 2023 11:00 AM (MINUTES)

COMMITTEE APPROVAL

1. Approval to Use Dwyer Park for Bluegrass Ramble on August 6, 2023

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Nauseef, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

2. Approval of Seven Valley Street Rod Club Request to Use Dwyer Park for Car Show on September 17, 2023

RESULT:	APPROVED [UNANIMOUS]
MOVER:	George Wagner, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

3. Authorize Independence Day Celebration at Dwyer Memorial Park

RESULT:	APPROVED [UNANIMOUS]
MOVER:	George Wagner, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

DISCUSSION/REPORTS

1. April 2023 Solid Waste Activities Report

Mr. Nauseef MADE A MOTION to abolish flow control. There was no second. MOTION FAILED.

RESULT:	COMPLETED
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2. Cortland County Landfill Site Life and Financial Assurance

RESULT:	COMPLETED
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3. Highway Department Activities Report

RESULT:	COMPLETED
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4. Dwyer Park Splash Pad Quote

RESULT:	COMPLETED
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5. Dwyer Park Forestry Management Plan

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 12:17 PM

Minutes Acceptance: Minutes of Apr 11, 2023 11:00 AM (MINUTES)

MAY 2023 HIGHWAY DEPARTMENT REPORT**Administration**

Monthly Superintendents Meeting
Department Head Meeting

Projects**Structure Projects:**

East River Crossing bridge replacement – Preliminary design has begun
Landers Corners Bridge- Deck replacement complete.

Road Projects:

Telephone Road- Hot mix asphalt, Recycled asphalt
Baldwin Corners Road- Cold mix asphalt
Cuyler Linclean Road- Hot mix asphalt, complete.
Merrill Creek Road- Recycled asphalt
Fair Haven Road- Hot mix asphalt
Song Lake Crossing Road- Hot mix asphalt, complete.

Staffing - 4 full time positions open.

Equipment - Trucks to be delivered June- July.

Road Maintenance –Cross culvert replacement, pothole repairs, tree maintenance, ditching.

Salt Usage - Season Total 11,952.96

Dwyer Park –Pier is finished. Park maintenance has begun.

Airport

T Hangar Occupancy- All hangers are occupied. 100LL fuel farm, advertise for bids, May.

MAY 2023 SOLID WASTE DEPARTMENT REPORT

Landfill

Administration

- ❖ Working on annual reports.

Operations

- **Leachate Hauling** – Continued transportation of leachate to the City’s WWTP. We have hauled 128,000 gallons from Pine Tree, 16,000 from Ground Water Vault and 708,000 gallons from West Side in April.
- **Cover Material** – Approximately 546.15 tons of shredded auto fluff and 2505.42 tons of contaminated soil from Brownfield Cleanup project in Ithaca has been delivered for use as Alternate Operating Cover material at the landfill in April.
- **Solid Waste** – 2,464.18 tons received for the month of April.
- **Site Maintenance** – Downsizing the 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

- **Southern Tier**- 177.05 tons
- **Cardboard**- 25 bales
- **Electronics**- 6.59 tons