



Highway Committee

Committee Meeting

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

~ Minutes ~

Wednesday, November 1, 2023

11:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 11:15 AM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
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	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Alan Ricottilli	Cortland County, NY	Deputy Superintendent of Highways	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Paul Heider	Cortland County, NY	Board Member	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Margaret Mellott	Cortland Standard	Reporter	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Remote	
Carlita Withers	Cortland County, NY	Assistant Accountant	Remote	
Kimberly Bigladeri	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	

MINUTES

1. Highway Committee - Committee Meeting - Oct 10, 2023 11:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Committee Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

RESOLUTIONS

DISCUSSION ITEMS

1. Flow Control Officer

RESULT:	COMPLETED
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REPORTS

1. Highway Department Activities Report

RESULT:	COMPLETED
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2. November Solid Waste Activity Report

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:40 AM



Highway Committee

Committee Meeting

~ Minutes ~

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

1.1

Tuesday, October 10, 2023

11:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 11:00 AM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
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	
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	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Paul Heider	Cortland County, NY	Board Member	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Remote	
Kimberly Bigladeri	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	
Donald Chu	Cortland County	Resident	Remote	

Minutes Acceptance: Minutes of Oct 10, 2023 11:00 AM (MINUTES)

MINUTES

1. Highway Committee - Committee Meeting - Sep 12, 2023 11:00 AM

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

RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Agreement with New York State for High Bridge Road Over E. Branch Tioughnioga River Bridge Replacement BIN 3312330 - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/17/2023 10:00 AM
MOVER:	Ronald J. Van Dee, Committee Vice Chair
SECONDER:	Linda Jones, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

ON MOTION OF NEWELL**RESOLUTION NO.**

Authorize Agreement with New York State for High Bridge Road Over E. Branch Tioughnioga River Bridge Replacement BIN 3312330 - Highway Department

WHEREAS, the Project for the High Bridge Rd over E Branch Tioughnioga River Bridge Replacement Project (BIN 3312330) was awarded funding under the BRIDGE-NY Program, that calls for the apportionment of the costs of such program to be borne with 95% Federal Funds, AND

WHEREAS, the Highway Committee desires to authorize the implementation, and funding in the first instance, 100% of the Federally funded eligible costs of a Transportation Aid project, and appropriating funds therefore, AND

WHEREAS, Cortland County is the Project Sponsor and is legally empowered to declare itself to act as Lead Agency under SEQRA as the County is a local agency pursuant to the New York State Environmental Quality Review Act (“SEQRA”), ECL Section 8-0101, *et seq.*, and implementing regulations 6 NYCRR Part 617 (the “Regulations”), AND

WHEREAS, the proposed project meets the criteria established for a SEQRA Type II Action, per NYCRR Section 617.5, Subdivision (c), Item 2, and does not meet or exceed any thresholds in Section 617.4, AND

WHEREAS, the project has been identified as a SEQRA Type II Action, NOW THEREFORE BE IT

RESOLVED, the County hereby concurs that the Project to replace the High Bridge Rd over E Branch Tioughnioga River Road Bridge can be classified as a Type II Action under SEQRA, and no further review under SEQRA is required, NOW THEREFORE BE IT

RESOLVED, that the County Legislature hereby approves the above-subject project, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the project shall be completed within thirty (30) months, AND BE IT FURTHER

Minutes Acceptance: Minutes of Oct 10, 2023 11:00 AM (MINUTES)

RESOLVED, that the Cortland County Legislature hereby authorizes the County of Cortland to pay in the first instance 100% of the Federal share of the cost of Scoping, Design, Construction and Construction Inspection for the Project or portions thereof, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer is hereby authorized and directed to establish an appropriation account in the amount of \$2,618,658.00 and revenue accounts for the Federal and local shares and the 2023 Budget be modified as follows:

INCREASE:

HH512244.44597.HBRB	Federal Revenue	\$2,487,725.00
HH99015.45031.HBRB	Local Share	\$130,933.00
HH51225.54055.HBRB	PE/Design	\$375,250.00
HH51225.52800.HBRB	Construction	\$2,224,408.00
HH51225.52100.HBRB	ROW	\$19,000.00
A99095.59950.HBRB	Local Share	\$130,933.00
A.359900	Appropriated Fund Balance	\$130,933.00

, AND BE IT FURTHER

RESOLVED, that in the event the full Federal share costs of the project exceeds the amount appropriated, the Legislature of Cortland County shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the NYSDOT thereof, AND BE IT FURTHER

RESOLVED, that the Chairman of the County Legislature of Cortland County be and is hereby authorized and directed to execute all necessary Agreements, certifications or reimbursement as approved to form by the County Attorney or designee on behalf of the County of Cortland in connection with the advancement or approval of the Project, AND BE IT FURTHER

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, AND BE IT FURTHER

RESOLVED, this Resolution shall take effect immediately.

REPORTS

1. Highway Department Activities Report

RESULT:	COMPLETED
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2. Solid Waste Activities Report

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. Future of the Cortland County Landfill

Mr. Sudbrink to put together the financial comparisons for the future of the landfill.

RESULT:	COMPLETED
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2. 2024 Rotary Club Swim Meet

RESULT:	COMPLETED
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ACTION ITEMS

1. Authorize Use of Dwyer Memorial Park for Rotary Club Swim Meet on June 22, 2024

RESULT:	APPROVED [6 TO 0]
MOVER:	Linda Jones, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Waldbauer
AWAY:	Joseph Nauseef

ADJOURNMENT

The meeting was closed at 11:49 AM

NOVEMBER 2023 HIGHWAY DEPARTMENT REPORT**Administration**

Monthly Superintendents Meeting
Department Head Meeting

Projects**Structure Projects:**

East River Crossing bridge replacement – Preliminary design has begun. Public meeting took place on 10/18/2023.

Crains Mills Road Bridge – Bridge repairs completed.

Road Projects:

2023 Road Projects - completed

Preparation for 2024 Road Projects:

Merrill Creek Road – install new cross culverts, ditching

Union Valley Road – install new cross culverts, ditching

Telephone Road – install new cross culverts, painted wall

Staffing - 4 full time positions and 4 temporary positions open

Equipment - 10 plow trucks ready for snow and ice.

Road Maintenance –Cross culvert replacements, pothole repairs, tree maintenance, ditching.. Final application of road striping and stop bars complete.

Salt Usage - Season Total 11,952.96

Dwyer Park - Park Maintenance, Bathrooms and Wade Pool winterized, New concrete pad and grading to address water issues at Pavilion #3.

Airport

T Hangar Occupancy- All hangers are occupied. 100LL fuel farm, construction to begin late fall.

NOVEMBER 2023 SOLID WASTE DEPARTMENT REPORT

Landfill

Administration

Working on annual reports.
Attended Solid Waste Conference

Operations

- **Leachate Hauling** – Continued transportation of leachate to the City’s WWTP. We have hauled **40,000** gallons from Pine Tree, **8,000** gallons from Ground Water Vault and **524,000** gallons from West Side.
- **Cover Material** – **27.39** Tons of shredded auto fluff.
- **Solid Waste** – **1,966.76** Tons received.
- **Sludge** – **347.66** Tons received.
- **C&D** – **477.88** Tons received.
- **Glass** – **109.67** Tons received. **103.32** tons from Southern Tier, **11.9** tons from recycle center,
- **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. Installation of the 4” lateral conveyance lines is complete. Installation of the Gas Header in progress

Recycling

- Single stream to Southern Tier – **100.17** Tons. Total cost - **\$6511.05**
- Cardboard to market – approx. **40** Tons. Total Revenue - \$ Have not received data yet
- Glass from recycling to landfill – **11.9** Tons
- Compost to Landfill – none
- Glass from Southern Tier to Landfill – **103.32** Tons
- Electronics Recycled – **10.66** Tons.
- Garbage from recycle to landfill – **3.42** Tons