



Highway Committee

Committee Meeting

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

~ Minutes ~

Tuesday, December 3, 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
Cathy Bischoff	Cortland County, NY	Committee Member	Late	10:04 AM
Paul Heider	Cortland County, NY	Committee Member	Present	
Linda Jones	Cortland County, NY	Committee Member	Excused	
Dominick Mantella	Cortland County, NY	Committee Member	Present	
Keith VanGorder	Cortland County, NY	Committee Member	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Vice-Chair	Present	
Christopher Newell	Cortland County, NY	Committee Chair	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 Highway Superintendent	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Joseph Nauseef	Cortland County, NY	Board Member	Present	
Morgan Spaulding	Cortland County, NY	Grants Administrator	Present	
Jason DeRaiche	Cortland County, NY	Safety Director	Present	
Victoria J. Monty	Cortland County, NY	County Attorney	Present	
Chris Spadolini	Cortland County, NY	Recycling Coordinator	Present	
Ashley Millard	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Nicole Compton	Cortland County, NY	Paralegal	Remote	
Carlita Withers	Cortland County, NY	Deputy Director of Finance	Remote	

MINUTES

1. Highway Committee - Committee Meeting - Nov 5, 2024 10:00 AM

RESULT: APPROVED

EXECUTIVE SESSION

It was MOVED by Mr Heider, seconded by Mr. VanDee, and unanimously approved by voice vote of members present, to enter into an executive session for discussions regarding current litigation, with Victoria Monty, Alan Ricottilli, Charles Sudbrink, Rob Corpora, Melanie Vilardi, Savannah Hempstead and Jason DeRaiche permitted to stay in the room. MOTION CARRIED.

An executive session was held from 10:02 a.m. to 10:22 a.m., at which time on motion of Mr. Heider, seconded by Mr. Mantella, it was unanimously approved by voice vote to exit executive session.

DISCUSSION ITEMS

1. Dwyer Memorial Park Rules Sign

RESULT:	COMPLETED
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RESOLUTIONS

AGENDA ITEM NO. 1 – Approval of Dwyer Memorial County Park Rules Sign

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/19/2024 6:00 PM
MOVER:	Ronald J. Van Dee, Committee Vice-Chair
SECONDER:	Paul Heider, Committee Member
AYES:	Bischoff, Heider, Mantella, VanGorder, Van Dee, Newell
EXCUSED:	Linda Jones

ON MOTION OF NEWELL

RESOLUTION NO.

Approval of Dwyer Memorial County Park Rules Sign

WHEREAS, Dwyer Memorial County Park is a vital recreational area within Cortland County that serves the community by providing a safe and enjoyable environment for residents and visitors; AND

WHEREAS, clear and accessible communication of park rules is essential to ensure the safety, cleanliness, and proper use of County property; AND

WHEREAS, the proposed Dwyer Memorial County Park rules sign includes the following provisions to inform and guide park visitors:

- Park is open from sunrise to sunset
- Overnight parking and camping are prohibited
- Pets must be leashed at all times
- Please pick up and bag your pet's waste
- Adult supervision is required for playground use
- County law prohibits alcoholic beverages and smoking (including vaping) on County property
- Please do not litter to keep our park clean
- No wood fires allowed in the park
- Damaging County property is a crime
- Any violation of the park rules may result in a fine of up to \$50

; AND

WHEREAS, the Cortland County Sheriff's Department will patrol the park to help enforce the rules, and their contact number will be included on the sign for public reference; AND

WHEREAS, the Cortland County Legislature recognizes the importance of maintaining a welcoming and orderly environment at Dwyer Memorial County Park; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the installation of the Dwyer Memorial County Park rules sign as presented, with the design and wording as attached to this resolution; AND BE IT FURTHER

RESOLVED, that the Cortland County Highway Department or appropriate personnel be directed to install the approved sign in a prominent location within Dwyer Memorial County Park.

REPORTS

1. Highway Monthly Report

RESULT:	COMPLETED
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2. Solid Waste Monthly Report

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 10:37 AM



Highway Committee

Committee Meeting

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~ Minutes ~

Tuesday, November 5, 2024

10:00 AM

Room 302

CALL TO ORDER

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Attendee Name	Organization	Title	Status	Arrived
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Linda Jones	Cortland County, NY	Committee Member	Present	
Dominick Mantella	Cortland County, NY	Committee Member	Present	
Keith VanGorder	Cortland County, NY	Committee Member	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Vice-Chair	Present	
Christopher Newell	Cortland County, NY	Committee Chair	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Kevin Fitch	Cortland County, NY	Chair 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	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Morgan Spaulding	Cortland County, NY	Grants Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Doug Schneider	Cortland Standard	Reporter	Present	
Ashley Millard	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Jason DeRaiche	Cortland County, NY	Safety Director	Remote	
Nicole Compton	Cortland County, NY	Paralegal	Remote	
Carlita Withers	Cortland County, NY	Deputy Director of Finance	Remote	

Minutes Acceptance: Minutes of Nov 5, 2024 10:00 AM (MINUTES)

MINUTES

1. Highway Committee - Committee Meeting - Oct 8, 2024 10:00 AM

RESULT:	APPROVED
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RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize New York State Department of Transportation Snow & Ice Control Agreement - Highway Department

RESULT:	APPROVED [6 TO 0]
	Next: 11/21/2024 6:00 PM
MOVER:	Ronald J. Van Dee, Committee Vice-Chair
SECONDER:	Linda Jones, Committee Member
AYES:	Bischoff, Heider, Jones, Mantella, Van Dee, Newell
ABSTAIN:	Keith VanGorder

ON MOTION OF NEWELL**RESOLUTION NO.**

**Authorize New York State Department of Transportation Snow & Ice Control Agreement -
Highway Department**

WHEREAS, the County of Cortland pursuant to Section 12 of the Highway Law, relating to control of Snow and Ice on State Highways in Towns and incorporated Villages, has heretofore entered into an agreement with the State of New York for such purposes; AND

WHEREAS, the New York State Department of Transportation (NYSDOT) has amended the agreement to a term of five (5) years; AND

WHEREAS, it would be in the best interest of Cortland County to authorize the agreement as modified and updated for the five (5) year term; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes said Snow and Ice Agreement for a period of five years, to expire on June 30, 2029; AND BE IT FURTHER

RESOLVED, that the Chairman of the Cortland County Legislature, upon review and approval as to form by the County Attorney or designee, is authorized to execute an agreement effecting such extension and modification.

DISCUSSION ITEMS

1. Dwyer Memorial Park Rules Sign

RESULT: POSTPONED TO DATE CERTAIN (NO VOTE)**Next: 12/3/2024 10:00 AM****REPORTS**

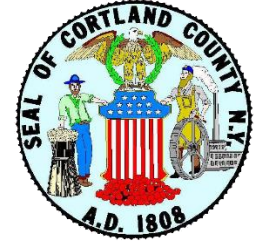
1. Solid Waste Monthly Report

RESULT: COMPLETED

2. Highway Department Monthly Report

RESULT: COMPLETED**ADJOURNMENT**

The meeting was closed at 10:34 AM



WELCOME TO DWYER

MEMORIAL COUNTY PARK

PLEASE ABIDE BY THE FOLLOWING PARK RULES:

- Park is open from sunrise to sunset
- Overnight parking and camping are prohibited
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- County law prohibits alcoholic beverages and smoking (including vaping) on County property
 - Please do not litter to keep our park clean
 - No wood fires allowed in the park
 - Damaging County property is a crime

Any Violation of the Park Rules May Result in a Fine of Up to \$50

PARK PATROLLED BY
Cortland County Sheriff's Department
607-758-5599

ON MOTION OF CHRISTOPHER NEWELL, COMMITTEE CHAIR AGENDA ITEM NO. 1

Approval of Dwyer Memorial County Park Rules Sign

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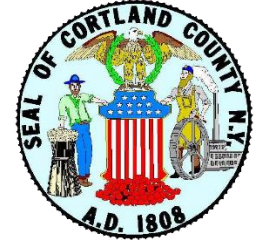
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WELCOME TO DWYER **MEMORIAL COUNTY PARK**

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Cortland County Sheriff's Department
607-758-5599

DECEMBER 2024 HIGHWAY DEPARTMENT REPORT

Administration

Monthly Superintendents Meeting
Department Head Meeting

Projects

Structure Projects:

East River Crossing bridge replacement – In Final design. Plan to go to bid early 2025
High Bridge Road bridge replacement – Survey and Right-of-Way acquisition in progress.
Bridge NY - Awarded Pine Hill Bridge and Cold Brook Box Culvert.
Michigan Hill Bridge- Bridge deck replacement, **complete**.

Road Projects:

Telephone Rd. Ext.- **Complete**.
Telephone Rd.- **Complete**
Chenango-Solon Pond Rd.- **Complete**
Union Valley Rd.- **2024 project complete, prepping for 2025 road surfacing project**.
Merrill Creek Rd.- **Complete**
Freetown-Texas Valley Shoulder Stabilization - **Complete**
Cincinnati Road- Mill & fill, hot mix- asphalt, **Complete**
Lower Cincinnati Willet Road – installing new cross culverts in preparation of 2025 road surfacing, **Complete**
Chenango Road – installing new cross culverts in preparation of 2025 road surfacing, **Complete**

Misc. – Bridge Crew installing new window on 3rd floor at COB. CCC has begun placing steel roof on salt barn

TC3 – Loading dock rehabilitation complete

Staffing - 4 full time positions open.

Equipment – Received one new plow truck. Waiting for three others.

Road Maintenance – Snow and Ice removal, pothole repairs, tree maintenance, ditching and road culvert replacement.

Salt Usage - Season Total = 289 tons

Dwyer Park - Forestry Management Plan – continuing to remove trees. Completed wrapping fireplaces and grills, winterized bathrooms.

Airport

T Hangar Occupancy- All hangers are occupied, 6 on waiting list
100 LL Fuel Farm Relocation project –Fuel Tank installed on 11/04/2024
Aircraft Hanger- Design has begun

SOLID WASTE DEPARTMENT REPORT

1 November – 25 November 2024

Landfill

Administration

- ❖ Working on annual reports.

Operations

- **Leachate Hauling** – Continued transportation of leachate to the City’s WWTP. We have hauled **16,000** gallons from Pine Tree, **8,000** gallons from Ground Water Vault and **72,000** gallons from West Side.
- **Cover Material** – Auto Fluff **109.85** tons received. Rejected compost mixture **598.73** tons used.
- **Solid Waste** – **1,654.76** tons received.
- **Sludge** – **256.25** tons received.
- **C&D** – **363.87** tons received.
- **Glass** – **212.92** tons from Southern Tier, **3.88** tons from Recycle Center, **3.13** tons from 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 – **166.81** tons. Total cost - **\$10,842.65**
- Cardboard to market – Approx. **24** tons. Approximate revenue - **\$2,940.00**. Exact numbers not in yet
- Glass from recycling to landfill – **3.88** tons.
- Compost to Landfill – **None**.
- Glass from Southern Tier to Landfill – **212.92** tons. Total Revenue – **\$7,452.20**
- Electronics Recycled – **6.73** tons.
- Garbage from recycle to landfill – **None**