



Judiciary & Public Safety Committee

Committee Meeting

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

~ Minutes ~

Thursday, January 11, 2024

9:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 9:00 AM by Committee Chair Sandra Price

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Chair	Present	
Christopher Newell	Cortland County, NY	Committee Member	Present	
Douglas Bentley	Cortland County, NY	Committee Member	Present	
Susan Wilson	Cortland County, NY	Committee Member	Excused	
Eugene Waldbauer	Cortland County, NY	Committee Vice-Chair	Excused	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Reed Cleland	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County, NY	Clerkof the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Nicole Albro	Cortland County, NY	Probation Director	Present	
Anita Ribeiro	Cortland County, NY	Chief Assistand Public Defender	Present	
Trish Hansen	Cortland County, NY	TLC	Present	
David Butler	Cortland County, NY	TLC	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Patrick Perfetti	Cortland County, NY	District Attorney	Present	
Mark Helms	Cortland County, NY	Sheriff	Present	
Chad Burhans	Cortland County, NY	Undersheriff	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Scott Steve	City of Cortland	Mayor	Present	

Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Margaret Mellott	Cortland Standard	Reporter	Remote	
Carlita Withers	Cortland County, NY	Deputy Director of Finance	Remote	
Kimberly Bigladeri	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Donald Chu	Cortland County, NY	Resident	Remote	

MINUTES

1. Judiciary & Public Safety Committee - Committee Meeting - Dec 7, 2023 9:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Reed Cleland, Committee Member
AYES:	Price, Newell, Bentley, Eccleston, Cleland
EXCUSED:	Susan Wilson, Eugene Waldbauer

RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Annual Salary Increases for Special Patrol Officers

RESULT:	APPROVED [UNANIMOUS]
	Next: 1/16/2024 9:00 AM
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Reed Cleland, Committee Member
AYES:	Price, Newell, Bentley, Eccleston, Cleland
EXCUSED:	Susan Wilson, Eugene Waldbauer

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Annual Salary Increases for Special Patrol Officers

WHEREAS, Resolution No. 95-23 created two (2) part-time Special Patrol Officers (Security) and four (4) part-time Special Patrol Officers (School Resource Officer); AND

WHEREAS, Resolution No. 95-23 did not authorize annual salary increases for the above positions; AND

WHEREAS, the Judiciary and Public Safety Committee recommends that these positions receive annual increases as given to the County Police Association of Cortland; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves that the above positions shall receive an annual adjustment equal to the increase given to the County Police Association of Cortland effective January 1, 2024.

AGENDA ITEM NO. 2 – Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 1/16/2024 9:00 AM
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Newell, Bentley, Eccleston, Cleland
EXCUSED:	Susan Wilson, Eugene Waldbauer

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

WHEREAS, the position of STOP DWI Coordinator is held by the Cortland County Sheriff;
AND

WHEREAS, the position of Administrative Assistant to the STOP DWI Coordinator is held by the Sheriff's Secretary; AND

WHEREAS, the Sheriff has been performing the duties of the county's STOP DWI Coordinator without additional compensation; AND

WHEREAS, the Sheriff's Secretary has been performing the duties of the Administrative Assistant to the STOP DWI Coordinator without additional compensation; AND

WHEREAS, the STOP DWI 2024 Plan submitted to the state and the Cortland County 2024 Budget both include compensating the STOP DWI Coordinator and the STOP DWI Administrative Assistant for performing these duties with a \$2,500 yearly stipend to the STOP DWI Coordinator (Sheriff) and \$2,500 yearly stipend to the STOP DWI Administrative Assistant (Sheriff's Secretary), which would not be added to their base salary, for as long as the Sheriff and the Sheriff's Secretary continue to perform STOP DWI Coordinator and Administrative Assistant duties, said stipends budgeted in A33155.51035, Other Compensation; NOW THEREFORE BE IT

RESOLVED, that the Sheriff will receive a \$2,500 stipend for performing the duties of STOP DWI Coordinator effective January 1, 2024; AND BE IT FURTHER

RESOLVED, that the Sheriff's Secretary will receive a \$2,500 stipend for performing the duties of Administrative Assistant to the STOP DWI Coordinator effective January 1, 2024.

AGENDA ITEM NO. 3 – Abolish One Position of Assistant Public Defender/Create One Position of Associate Assistant Public Defender/Assistant Public Defender - Public Defender's Office

RESULT:	APPROVED [UNANIMOUS]
	Next: 1/16/2024 9:00 AM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Reed Cleland, Committee Member
AYES:	Price, Newell, Bentley, Eccleston, Cleland
EXCUSED:	Susan Wilson, Eugene Waldbauer

ON MOTION OF PRICE

RESOLUTION NO.

Abolish One Position of Assistant Public Defender/Create One Position of Associate Assistant Public Defender/Assistant Public Defender - Public Defender's Office

WHEREAS, the needs of the agency will be better served by abolishing one (1) position of Assistant Public Defender and creating one (1) position of Associate Assistant Public Defender/Assistant Public Defender; AND

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

RESOLVED, that one (1) position of Assistant Public Defender (Management Compensation Plan, Attorney Grade 2, \$85,000-111,041, non-competitive class, full-time with benefits) be and hereby is abolished effective January 25, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Associate Assistant Public Defender/Assistant Public Defender (Management Compensation Plan, Attorney Grade 3, \$85,000-\$111,041, non-competitive class, full time, with benefits or Management Compensation Plan, Attorney Grade 2, \$72,000-94,058, pending jurisdictional classification, fulltime with benefits) be created with approval to fill on January 26, 2024 at 12:01 a.m.

MONTHLY REPORTS

1. December 2023 Statistics - Probation

RESULT:	COMPLETED
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2. Department of Emergency Response and Communication Report

RESULT:	COMPLETED
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3. December 2023 Statistics - District Attorney

RESULT:	COMPLETED
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4. Assigned Counsel Monthly Report

RESULT:	COMPLETED
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5. Public Defender Monthly Report

RESULT:	COMPLETED
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6. 2023 Death Report

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. EMS Issues Affecting Cortland County

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 9:52 AM



Judiciary & Public Safety Committee

Committee Meeting

~ Minutes ~

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

1.1

Thursday, December 7, 2023

9:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 9:06 AM by Committee Vice Chair Joseph Nauseef

Attendee Name	Organization	Title	Status	Arrived
Christopher Newell	Cortland County, NY	Committee Member	Absent	
Douglas Bentley	Cortland County, NY	Committee Member	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Chair	Excused	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Susan Wilson	Cortland County, NY	Committee Member	Excused	
Joseph Nauseef	Cortland County, NY	Committee Vice Chair	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Courtney Metcalf	Cortland County, NY	Dep. Director of Emergency Response & Comm.	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Kimberly Biglardi	Cortland County, NY	Deputy Clerk of the Legislature	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Kevin Jones	Cortland County, NY	Public Defender	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Michael Cardinale	Cortland County, NY	Assigned Counsel Plan Administrator	Present	
Patrick Perfetti	Cortland County, NY	District Attorney	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Remote	
Don Chu	Cortland County, NY	Resident	Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	

Minutes Acceptance: Minutes of Dec 7, 2023 9:00 AM (MINUTES)

MINUTES

1. Judiciary & Public Safety Committee - Committee Meeting - Nov 2, 2023 9:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Eugene Waldbauer, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint/Reappoint Members of the Cortland County Fire Advisory Board

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/21/2023 6:00 PM
MOVER:	Eugene Waldbauer, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF FAIRCHILD-PRESTON**RESOLUTION NO.****Appoint/Reappoint Members of the Cortland County Fire Advisory Board**

WHEREAS, pursuant to a resolution dated December 18, 1950, which established the Cortland County Fire Advisory Board under the provisions of Article 10, Section 209-K of the General Municipal Law for the purpose, among other things, to develop and maintain programs for fire training and mutual aid in case of fire and other public emergencies in which the fire service would be used, AND

WHEREAS, Article 3, Section 4 of the Cortland County Fire Advisory Board By-Laws state that the term of each member be one year, NOW THEREFORE BE IT

RESOLVED, that the following persons be and hereby are appointed to the Cortland County Fire Advisory Board, to serve without compensation for a term beginning January 1, 2024 and expiring December 31, 2024:

Shawn Scoville, Cincinnatus FD, 5756 Telephone Rd. Cincinnatus, NY 13040
 Richard Allen Sr., Cortland FD, 35 Garfield Street, Cortland, NY 13045
 Derek Reynolds, Cortland FD, 87 Greenbush Street, Cortland, NY 13045
 Wayne Friedman, Cortland FD, 2151 Ames Road, Cortland, NY 13045
 Michael Biviano, Cortlandville FD, 4361 Meadow Lane, Cortland, NY 13045
 Kevin Whitney, Cortlandville FD, 3689 Delaware Avenue, Cortland, NY 13045
 Adam Daley, Cuyler FD, 6553 W. Keeney Road, Truxton, NY 13158
 Justin Scott, Harford FD, 769 Rte. 221, Harford, NY 13784
 Mahlon Irish, Jr., Homer FD, 32 Center Street, Homer, NY 13077
 Michael Niehus, Homer FD, 2 Brentwood Drive, Homer, NY 13077
 John Ryan Jr., Homer FD, 5449 Mead Road, Homer, NY 13077
 Larri Leet, Marathon FD, 1171 Salt Road, Marathon, NY 13803

Garret Gates, Marathon FD, 1137 Valentine Hill Road, Marathon, NY 13803
 Thomas Heller, McGraw FD, 28 W Center Street, McGraw, NY 13101
 Andrew Harvey, McGraw FD, 3783 Clinton Street Extension. McGraw, NY 13101
 Jeff Griswold, Preble FD, 6903 Route 281, Preble, NY 13141
 Darwin Smith, Truxton FD, 3760 State Route 13, Truxton, NY 13158
 Timothy McCall, Truxton FD, 3699 State Route 13 P.O. Box 13 Truxton, NY 13158
 Adam Brown, Virgil FD, 1291 Route 392, Cortland, NY 13045
 Jereme Stiles, Virgil FD, 1336 Route 392, Cortland, NY 13045
 Ryan McGowan., Willet FD, 649 Route 14, Willet, NY 13863

, AND BE IT FURTHER

RESOLVED, that Chair of the 2024 Legislature will appoint a Legislative Representative who shall be a non-voting representative and legislative liaison that shall periodically report activities of the Fire Advisory Board to the Judiciary and Public Safety Committee.

AGENDA ITEM NO. 2 – Appoint Members - Traffic Safety Board

RESULT:	APPROVED [UNANIMOUS]
	Next: 12/21/2023 6:00 PM
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Appoint Members - Traffic Safety Board

WHEREAS, pursuant to Article 43 §1672 of Vehicle and Traffic Safety Laws, Local Law No. 4 for the Year 1971 of the Cortland County Legislature established a Cortland County Traffic Safety Board, AND

WHEREAS, Local Law No. 3 for the Year 1978 amended Local Law No. 4 for the Year 1971 and established the membership of the Board is appointed by the Cortland County Legislature, NOW THEREFORE BE IT

RESOLVED, that the following members be and hereby are appointed to serve the terms as listed below:

Name	Organization	Term Expiration
Ann Wells	Seven Valleys Health Coalition	12/31/2025
John Gallagher	Cortland County Sheriff's Department	12/31/2027
David Guerrero	Cortland City Police Department	12/31/2027
Eric Mulvihill	Community Member	12/31/2027

AGENDA ITEM NO. 3 – Amend 2024 Budget - Accept and Authorize Statewide Interoperable Communications Grant (SICG) Award - Create Position of Deputy Director - Emergency Response and Communications

RESULT:	APPROVED [UNANIMOUS]
	Next: 1/3/2024 10:00 AM
MOVER:	Douglas Bentley, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Amend 2024 Budget - Accept and Authorize Statewide Interoperable Communications Grant (SICG) Award - Create Position of Deputy Director - Emergency Response and Communications

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded Cortland County \$786,336 under the New York State 2023 Statewide Interoperable Communications Grant (SICG) Program, resulting in no new county costs, in support of interoperable communications, AND

WHEREAS, the fiscal period for this grant is January 1, 2023 to December 31, 2025, NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2024 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A30205.44389.SICG DHSES Grant	\$ -0-	\$473,783	\$473,783
A34105.44389.SICG DHSES Grant	\$ -0-	\$312,553	\$312,553
INCREASE EXPENDITURE BUDGET:			
A30205.54015.SICG Maintenance Agreements	\$ -0-	\$473,783	\$473,783
A34105.51005.SICG Personnel	\$ -0-	\$312,553	\$312,553

, AND BE IT FURTHER

RESOLVED, that one position of Deputy Director of Emergency Response and Communications (Management Compensation Plan, Grade 7, \$71,467-95,122, competitive class, full time, with benefits) be created with approval to fill on January 1, 2024, AND BE IT FURTHER

RESOLVED, that this position is dependent on the related grant and will be abolished if grant funding is exhausted, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with the New York State Department of Homeland Security and Emergency Services at an amount not to exceed \$786,336, AND BE IT FURTHER

RESOLVED, the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

Minutes Acceptance: Minutes of Dec 7, 2023 9:00 AM (MINUTES)

AGENDA ITEM NO. 4 – Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

RESULT:	TABLED [UNANIMOUS]
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer
ABSENT:	Christopher Newell
EXCUSED:	Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

WHEREAS, the position of STOP DWI Coordinator is held by the Cortland County Sheriff, AND

WHEREAS, the position of Administrative Assistant to the STOP DWI Coordinator is held by the Sheriff's Secretary, AND

WHEREAS, the Sheriff has been performing the duties of the county's STOP DWI Coordinator without additional compensation, AND

WHEREAS, the Sheriff's Secretary has been performing the duties of the Administrative Assistant to the STOP DWI Coordinator without additional compensation, AND

WHEREAS, the STOP DWI 2024 Plan submitted to the state and the Cortland County 2024 Budget both include compensating the STOP DWI Coordinator and the STOP DWI Administrative Assistant for performing these duties with a \$2,500 yearly stipend to the STOP DWI Coordinator (Sheriff) and \$2,500 yearly stipend to the STOP DWI Administrative Assistant (Sheriff's Secretary), which would not be added to their base salary, for as long as the Sheriff and the Sheriff's Secretary continue to perform STOP DWI Coordinator and Administrative Assistant duties, said stipends budgeted in A33155.51035, Other Compensation, NOW THEREFORE BE IT

RESOLVED, that the Sheriff will receive a \$2,500 stipend for performing the duties of STOP DWI Coordinator effective January 1, 2024, AND BE IT FURTHER

RESOLVED, that the Sheriff's Secretary will receive a \$2,500 stipend for performing the duties of Administrative Assistant to the STOP DWI Coordinator effective January 1, 2024.

COMMITTEE APPROVAL

AGENDA ITEM NO. 1 – Award Bid/Authorize Contract - Inspection and Maintenance of Cortland County Generators - Buildings and Grounds

Minutes Acceptance: Minutes of Dec 7, 2023 9:00 AM (MINUTES)

RESULT: **APPROVED [UNANIMOUS]**

Next: 12/21/2023 6:00 PM

MOVER: Douglas Bentley, Committee Member

SECONDER: Eugene Waldbauer, Committee Member

AYES: Douglas Bentley, Cathy Bischoff, Joseph Nauseef, Eugene Waldbauer

ABSENT: Christopher Newell

EXCUSED: Kelly L. Fairchild-Preston, Susan Wilson

ON MOTION OF HEIDER

RESOLUTION NO.

**Award Bid/Authorize Contract - Inspection and Maintenance of Cortland County Generators -
Buildings and Grounds**

WHEREAS, a Request for Proposals (RFP) was issued October 16, 2023 for Inspection and Maintenance of Cortland County generators and where such bids were due and received by Thursday, November 16, 2023, AND

WHEREAS, based upon the results of the bid, the Building and Grounds and Judiciary and Public Safety Committees recommend that the bid be awarded to the lowest responsible bidder, AND

WHEREAS, bids were received from the following:

The Kinsley Group, 14 Connecticut South Drive, East Granby, CT 06026 Emergency Power Systems, 300 Mile Crossing Boulevard, Rochester, NY 14624

Year 1	Year 2	Year 3
\$5,138	\$5,278	\$5,418

Penn Power Group LLC, dba Penn Power Systems, 8330 State Road, Philadelphia, PA 19136

Year 1	Year 2	Year 3
\$6,545	\$6,675	\$6,875

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby awards the Inspection and Maintenance of Cortland County Generators to Penn Power Group, LLC, dba Penn Power Systems, of 8330 State Road, Philadelphia, PA 19136 at the bid prices as listed per the RFP submission, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into an agreement with Penn Power Group, LLC, dba Penn Power Systems, of 8330 State Road, Philadelphia, PA 19136 for the Inspection and Maintenance of Cortland County Generators.

Minutes Acceptance: Minutes of Dec 7, 2023 9:00 AM (MINUTES)

DISCUSSION ITEMS

1. New York State Volunteer Firefighter Stipends

RESULT:	COMPLETED
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2. Management Attorney Salary Schedule 2024

RESULT:	COMPLETED
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MONTHLY REPORTS

1. District Attorney Monthly Statistics

RESULT:	COMPLETED
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2. Department of Emergency Response and Communication - November 911 Statistics

RESULT:	COMPLETED
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3. Department of Emergency Response and Communication Report - November 2023

RESULT:	COMPLETED
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4. Probation Statistics November 2023

RESULT:	COMPLETED
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5. Assigned Counsel November JPS Report

RESULT:	NO ACTION
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ADJOURNMENT

The meeting was closed at 9:52 AM

ON MOTION OF SANDRA PRICE, COMMITTEE CHAIR

AGENDA ITEM NO. 1

Authorize Annual Salary Increases for Special Patrol Officers

WHEREAS, Resolution No. 95-23 created two (2) part-time Special Patrol Officers (Security) and four (4) part-time Special Patrol Officers (School Resource Officer); AND

WHEREAS, Resolution No. 95-23 did not authorize annual salary increases for the above positions; AND

WHEREAS, the Judiciary and Public Safety Committee recommends that these positions receive annual increases as given to the County Police Association of Cortland; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves that the above positions shall receive an annual adjustment equal to the increase given to the County Police Association of Cortland effective January 1, 2024.

ON MOTION OF SANDRA PRICE, COMMITTEE CHAIR

Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

WHEREAS, the position of STOP DWI Coordinator is held by the Cortland County Sheriff;
AND

WHEREAS, the position of Administrative Assistant to the STOP DWI Coordinator is held by the Sheriff's Secretary; AND

WHEREAS, the Sheriff has been performing the duties of the county's STOP DWI Coordinator without additional compensation; AND

WHEREAS, the Sheriff's Secretary has been performing the duties of the Administrative Assistant to the STOP DWI Coordinator without additional compensation; AND

WHEREAS, the STOP DWI 2024 Plan submitted to the state and the Cortland County 2024 Budget both include compensating the STOP DWI Coordinator and the STOP DWI Administrative Assistant for performing these duties with a \$2,500 yearly stipend to the STOP DWI Coordinator (Sheriff) and \$2,500 yearly stipend to the STOP DWI Administrative Assistant (Sheriff's Secretary), which would not be added to their base salary, for as long as the Sheriff and the Sheriff's Secretary continue to perform STOP DWI Coordinator and Administrative Assistant duties, said stipends budgeted in A33155.51035, Other Compensation; NOW THEREFORE BE IT

RESOLVED, that the Sheriff will receive a \$2,500 stipend for performing the duties of STOP DWI Coordinator effective January 1, 2024; AND BE IT FURTHER

RESOLVED, that the Sheriff's Secretary will receive a \$2,500 stipend for performing the duties of Administrative Assistant to the STOP DWI Coordinator effective January 1, 2024.

ON MOTION OF SANDRA PRICE, COMMITTEE CHAIR**AGENDA ITEM NO. 3****Abolish One Position of Assistant Public Defender/Create One Position of Associate Assistant Public Defender/Assistant Public Defender - Public Defender's Office**

WHEREAS, the needs of the agency will be better served by abolishing one (1) position of Assistant Public Defender and creating one (1) position of Associate Assistant Public Defender/Assistant Public Defender; AND

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

RESOLVED, that one (1) position of Assistant Public Defender (Management Compensation Plan, Attorney Grade 2, \$85,000-111,041, non-competitive class, full-time with benefits) be and hereby is abolished effective January 25, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Associate Assistant Public Defender/Assistant Public Defender (Management Compensation Plan, Attorney Grade 3, \$85,000-\$111,041, non-competitive class, full time, with benefits or Management Compensation Plan, Attorney Grade 2, \$72,000-94,058, pending jurisdictional classification, fulltime with benefits) be created with approval to fill on January 26, 2024 at 12:01 a.m.

PROBATION STATISTICS 2023

CRIMINAL COURT

	Jan		Feb		March		April		May		June		July		August		Sept		Oct		Nov		Dec	
Year 20'	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23
On Probation	379	346	377	350	370	352	365	342	362	349	364	345	363	346	353	349	354	343	357	342	354	335	353	340
Reports Completed	28	38	27	29	32	37	31	30	36	38	43	22	30	32	34	32	34	19	30	21	32	13	30	16

FAMILY COURT

	Jan		Feb		March		April		May		June		July		August		Sept		Oct		Nov		Dec	
Year 20'	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23	22	23
Adult Probation	18	26	19	26	19	25	18	24	23	26	27	23	26	21	28	21	28	20	28	21	30	20	27	22
Youth Probation	8	7	9	6	9	6	7	6	7	6	6	8	6	10	4	10	4	10	3	14	6	11	6	12
PINS in Diversion	31	36	29	37	30	39	32	39	34	41	31	42	30	33	28	33	28	32	25	29	27	32	29	31
JD in Diversion	2	7	1	4	1	6	4	6	5	5	2	4	5	1	7	1	8	0	5	4	5	5	5	7
Reports Completed	1	1	0	0	2	0	1	0	1	0	1	1	1	2	1	0	1	3	1	3	2	0	2	2

TOTAL ON PROBATION ALL COURTS and receiving Diversion Services:

2023 – Jan. 422, Feb. 423, March 438, April 417, May 427, June 422, July 410, August 413, Sept. 405, Oct. 410, Nov. 403, 412

2022 – Jan. 438, Feb. 435, March 449, April 426, May 431, June 430, July 430, August 420, Sept. 422, Oct. 418, Nov. 422, Dec. 420

RELEASED TO ATI (Pre-trial):

2023 – January 96, February 98, March 81, April 77, May 77, June 77, July 72, August 77, Sept. 79, Oct. 105, Nov. 92, Dec. 94

2022 – January 109, February 110, March 120, April 126, May 136, June 123, July 127, August 101, Sept. 93, Oct. 88, Nov. 88, Dec. 95

22 West Court Street

Architect: King & King, Syracuse NY

January 2024

Updates

- Phase 4 interior construction is 90% complete
- IT - Fiber Optic connection, Celerity engaged – should be up and running by 01/31
- ePlus will be used for network design elements
- Motorola engaged for network work for radio system
- 911 consoles installed
- Generator is up and running
- Computer room AC will not arrive until March
- Punch list items – beginning list

Work completed

- Phase 1 - Interior demolition
- Phase 2 - Roof replacement
- Phase 3 - Window replacement

Future Work

- Phase 6 exterior building improvements on hold pending completion of Phase 4 & 5

January 2024

911

- Staffing issues
 - 2 current openings; currently two nearing end of training
- Vesta telephone maintenance switched to Frontier effective 12/1/2023
- Radio system MPLS upgrade project is complete
- Auto discovery recordings work continues
- Physical move to 22 West Court still penciled in for late January 2024

Emergency Management

- Working with County Administration on County employee emergency notification program
- Working with County Administration on Crisis response team and on bringing County Department heads training current.
- Assisting with fire training programs at Regional Training Center

Fire Service

- Using NYS State fire for Fire investigations
- Still supporting repairs to radios under grant funding

Grants Awarded

- | | |
|---------------------------|---|
| • 2023 SHSP - \$51,215 | Detective canine, data access fees, tactical LE equipment |
| • 2023 EMPG - \$23,603 | Partial salary – Deputy Director |
| • 2022 PSAP - \$197,805 | Operational costs related to 911 |
| • 2022 SICG – \$1,572,808 | 22 West Court Street; PM on the radio system |
| • 2022 DVT - \$172,413 | Combating Domestic Terrorism |
| • 2023 SICG - \$5,000,000 | Radio system enhancements |

2023 DA Statistics

	Jan 2022	Jan 2023	Feb 2022	Feb 2023	Mar 2022	Mar 2023	Apr 2022	Apr 2023	May 2022	May 2023	June 2022	June 2023
Fel-County & City	15	33	24	29	25	21	25	44	26	23	29	23
Misd City	23	26	20	35	26	32	21	35	30	28	42	40
Misd County	43	32	36	36	29	31	37	34	46	43	43	48
Violations City	9	4	4	5	6	16	12	13	8	6	5	2
Violations County	3	2	5	0	1	1	1	1	2	1	1	3
Sealed Indictments	0	0	0	0	4	0	0	0	0	0	1	0
TOTALS:	93	97	89	105	91	101	96	127	112	101	121	116
Vehicle and Traffic	277	255	240	327	293	293	225	251	260	329	297	245
DWI's	13	13	13	15	20	12	14	12	15	7	14	9
	July 2022	July 2023	Aug 2022	Aug 2023	Sep 2022	Sep 2023	Oct 2022	Oct 2023	Nov 2022	Nov 2023	Dec 2022	Dec 2023
Fel-County & City	24	24	26	43	13	25	28	29	37	29	22	19
Misd City	17	31	26	22	20	26	41	32	28	23	32	27
Misd County	50	34	33	45	31	35	42	35	60	26	35	37
Violations City	8	9	14	12	16	26	15	30	12	13	8	8
Violations County	5	3	6	1	10	6	4	2	3	3	2	5
Sealed Indictments		0	0		0	1	0	1	0	0	0	0
TOTALS:	104	101	105	123	90	119	130	129	140	94	99	96
Vehicle and Traffic	260	264	272	230	338	314	246		339	286	234	183
DWI's	15	12	12	8	6	6	4	9	20	15	3	12



CORTLAND COUNTY ASSIGNED COUNSEL OFFICE

CORTLAND COUNTY OFFICE BUILDING, SUITE B27
60 CENTRAL AVENUE, CORTLAND NY 13045
TELEPHONE: (607) 428-5459 / FACSIMILE: (607) 428-5458
ACP@CORTLAND-CO.ORG

Michael R. Cardinale
ADMINISTRATOR

Stephanie Oliver
SEC. TO ADMINISTRATOR

Gianna DiNardo
CASE MANAGER

Ellen Webb
ILS DATA OFFICER

Samantha Pickert
INFO. PROCESSING CLERK

JPS MEETING - DECEMBER, 2023, REPORT

DENIALS

Financially Ineligible	4
Case Type	5
Incomplete Application	0

CONFLICTS

Family Court	57
Criminal Court	
Felonies	14
Misdemeanors	38
Violations	15
Infractions	0
Appeals	0
Subtotal	67
Total	124

PD ASSIGNMENTS

Family Court	15
Criminal Court	
Felonies	8
Misdemeanors	24
Violations	7
Infractions	0
Appeals	0
Subtotal	39
Total	54

TOTAL PD CASES ASSIGNED

Assigned by AC	54
Assigned by Courts	9
Total	63

ILS HURRELL-HARRING GRANT MONEY

Funds Received

3/19/2020	\$57,021.06
10/28/2020	\$52,941.00
7/14/2022	\$160,282.95
3/31/2023	\$124,571.92
6/30/2023	\$83,565.70
10/1/2023	\$59,879.02

Outstanding Vouchers

As of	
11/28/2023	\$254,763.29

COUNSEL AT FIRST ARRIAGNMENT

After Hours	18B	PD
Dec-23	4	14
Nov-23	9	9
Oct-23	20	4
Sep-23	22	17
Aug-23	51	32
Jul-23	22	22
Jun-23	18	12
May-23	20	14
Apr-23	36	11
Mar-23	27	10
Feb-23	13	6
Jan-23	19	16
Dec-22	24	23
NOT After Hours	18B	PD
Dec-23	30	27
Nov-23	35	16
Oct-23	15	64
Sep-23	38	54
Aug-23	17	30
Jul-23	47	19
Jun-23	22	37
May-23	24	57
Apr-23	16	44
Mar-23	13	62
Feb-23	28	53
Jan-23	37	46
Dec-22	21	30

We are expecting to receive approximately \$39,716.19 from the State for the 18-b attorney rate increase within the next month.

Attachment: ACP December 2023 Report (11956 : Assigned Counsel Monthly Report)



CORTLAND COUNTY PUBLIC DEFENDER

KEVIN A. JONES

Chief Asst. Public Defender
Anita Ribeiro

Investigator
Michael J. Bidwell

Paralegals
Sabrina M. Clark
Bethann M. Pelsang

Cortland County Office Building
60 Central Avenue
Cortland, New York 13045
(607) 753-5046
Fax (607) 753-0781
Service by Fax not accepted

Lisa M. Knapp, Administrative Assistant

Assistant Public Defenders

Kayla D. Hardesty
BreAnna L. Avery
Jarrod W. Smith

Associate Asst. Public Defender
Thomas J. Keegan II

January 08, 2024

Sandy Price, Chair
Judiciary & Public Safety Committee
Cortland County Office Building
Third Floor, 60 Central Avenue
Cortland, NY 13045

Re: Public Defender Office Update

Dear JPS Chair Price:

1. Compared to last month, there has been a slight increase in new cases assigned to the Public Defender's Office. See enclosed chart.
2. In 2023, we finished within our budget.
3. Our office continues to pursue and collect grant revenues.
4. Our office continues in our efforts to recruit attorneys to fill vacant positions. We interviewed and made an offer to a candidate for Assistant Public Defender. The offer was not accepted.

Please contact me if you have any questions.

Very truly yours,

Kevin A. Jones

Kevin A. Jones
Public Defender

enc.

Attachment: JPS December 2023 (11957 : Public Defender Monthly Report)

Chart PD1 - Cases represented by Public Defender's Office (opened)

2023

		Jan.	Feb.	March	April	May	June	July	Aug.	Sep.	Oct.	Nov.	Dec.	Year-to-date
Family Court	2019	38	28	46	59	45	38	63	41	48	46	28	24	504
	2020	39	31	32	18	13	22	25	20	43	24	25	22	314
	2021	36	40	33	27	27	19	38	22	43	35	23	15	358
	2022	17	24	32	29	30	17	28	26	29	21	20	31	304
	2023	37	39	13	33	30	30	17	39	28	3	20	22	311
Felonies	2019	13	21	24	13	20	20	30	14	22	27	10	23	237
	2020	13	19	8	4	6	17	22	15	25	21	9	14	173
	2021	9	10	23	13	24	16	12	16	24	14	25	16	202
	2022	14	7	11	22	11	11	20	7	10	12	15	8	148
	2023	10	15	5	14	8	11	14	13	6	8	17	14	135
Misdemeanors	2019	58	54	66	55	64	45	60	61	70	80	65	81	759
	2020	34	32	28	8	6	36	44	53	55	60	34	31	421
	2021	32	36	52	65	76	59	44	60	64	42	43	42	615
	2022	60	56	37	63	79	33	61	26	36	36	29	38	554
	2023	33	44	53	35	43	45	41	36	33	43	30	33	469
Violations	2019	7	2	7	3	10	7	6	4	11	4	5	4	70
	2020	7	6	6	0	1	5	5	4	7	20	6	5	72
	2021	3	9	12	7	11	7	10	5	14	6	11	7	102
	2022	9	10	3	10	13	8	6	7	1	1	62	5	135
	2023	2	3	7	4	1	3	5	8	8	7	4	8	60
Arraignments/Advice Only	2019	10	10	11	9	13	12	10	7	11	10	7	6	116
	2020	8	10	7	4	8	15	22	21	19	22	17	15	168
	2021	17	15	17	16	22	25	20	16	21	19	19	20	227
	2022	24	19	27	25	26	28	31	30	27	33	31	38	339
	2023	25	26	29	26	19	16	9	0	0	0	0		150
Supreme Court Integrated Domestic Violence (IDV) or Matrimonial	2019	2	4	2	7	2	1	4	7	4	3	0	2	38
	2020	2	0	0	0	2	3	1	2	4	1	0	0	15
	2021	1	1	4	0	0	0	0	0	1	0	0	1	8
	2022	0	3	0	0	3	0	0	0	0	2	1	0	9
	2023	0	0	0	0	0	0	1	0	0	0	0		1
Parole	2019	9	1	4	2	1	4	5	3	9	4	6	2	50
	2020	6	4	8	1	0	1	2	4	1	5	2	2	36
	2021	2	2	4	3	0	0	1	0	2	0	2	0	16
	2022	2	1	0	0	0	0	1	0	0	0	0	0	4
	2023	0	1	1	0	0	0	2	0	0	0	0		4
Fugitive	2019	0	0	0	0	0	0	1	0	1	0	0	0	2
	2020	0	1	1	0	0	0	0	0	0	2	0	0	4
	2021	1	0	0	0	1	0	0	0	0	0	2	0	4
	2022	0	0	0	0	0	0	0	1	0	0	0	0	1
	2023	0	0	0	0	0	0	0	0	0	0			0
Appeal & Post-conviction Motion	2019	0	0	0	1	0	0	0	0	0	0	0	0	1
	2020	1	0	0	0	0	0	0	0	0	0	0	0	1
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0	0	1	0		1
Total per month	2019	137	120	160	149	155	127	179	137	176	174	121	142	1777
	2020	110	103	90	35	36	99	121	119	154	155	93	89	1204
	2021	101	113	145	131	161	126	125	119	169	116	125	101	1532
	2022	126	120	110	149	162	97	147	97	103	105	158	120	1494
	2023	107	128	108	112	101	105	89	96	76	62	71	79	1134
Total month-to-date	2019	137	257	417	566	721	848	1027	1164	1340	1514	1635		1777
	2020	110	213	303	338	374	473	594	713	867	1022	1115		1204
	2021	101	214	359	490	651	777	902	1021	1190	1306	1431		1532
	2022	126	246	356	505	667	764	911	1008	1111	1216	1374		1494
	2023	107	235	343	455	556	661	750	846	922	984	1,055		1134
Average Cases per Month	2019	137	129	139	142	144	141	147	146	149	151	149		148
	2020	110	106.5	101	85	75	79	85	89	96	102	101		100
	2021	101	107	120	123	130	130	129	128	132	131	130		128
	2022	126	123	119	126	133	127	130	126	123	122	125		125
	2023	107	118	114	114	111	110	107	106	102	98	96		95

Cortland County Coroner

2023 Death Report

<u>January</u> 8 - Deaths 2 - Autopsies	<u>February</u> 8-Deaths 3-Autopsies	<u>March</u> Deaths 9 Autopsies 2
<u>April</u> Deaths 11 Autopsies 6	<u>May</u> Deaths 5 Autopsies 2	<u>June</u> Deaths 7 Autopsies 1
<u>July</u> Deaths 5 Autopsies 2	<u>August</u> Deaths 6 Autopsies 5	<u>September</u> Deaths 8 Autopsies 5
<u>October</u> Deaths 4 Autopsies 3	<u>November</u> Deaths 10 Autopsies 2	<u>December</u> Deaths 7 Autopsies 2

2023 -----Total deaths 90 Autopsies - 35

Attachment: 2023 Death Report (11980 : 2023 Death Report)