



# Judiciary & Public Safety Committee

## Committee Meeting

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

~ Minutes ~

Tuesday, January 18, 2022

8:30 AM

Board Room

### CALL TO ORDER

The meeting was called to order at 8:30 AM by Committee Vice Chair Joseph Nauseef

| Attendee Name              | Organization        | Title                                             | Status  | Arrived |
|----------------------------|---------------------|---------------------------------------------------|---------|---------|
| Christopher Newell         | Cortland County, NY | Committee Member                                  | Present |         |
| Douglas Bentley            | Cortland County, NY | Committee Member                                  | Late    | 8:32 AM |
| Kelly L. Fairchild-Preston | Cortland County, NY | Committee Chair                                   | Excused |         |
| Cathy Bischoff             | Cortland County, NY | Committee Member                                  | Late    | 8:35 AM |
| Susan Wilson               | Cortland County, NY | Committee Member                                  | Present |         |
| Joseph Nauseef             | Cortland County, NY | Committee Vice Chair                              | Present |         |
| Eugene Waldbauer           | Cortland County, NY | Committee Member                                  | Present |         |
| Savannah Hempstead         | Cortland County, NY | Clerkof the Legislature                           | Present |         |
| Scott Roman                | Cortland County, NY | Director of Emergency Response and Communications | Present |         |
| Kevin Fitch                | Cortland County, NY | Chair of the Legislature                          | Present |         |
| Rob Corpora                | Cortland County, NY | County Administrator                              | Present |         |
| Patrick Perfetti           | Cortland County, NY | District Attorney                                 | Present |         |
| Michael Cardinale          | Cortland County, NY | Assigned Counsel Plan Administrator               | Present |         |
| Nicole Albro               | Cortland County, NY | Probation Director                                | Present |         |
| Sandra Price               | Cortland County, NY | Board Member                                      | Present |         |
| Laurie Leonard             | Cortland County, NY | Personnel Director                                | Present |         |
| Keith Dayton               | Cortland County, NY | Public Defender                                   | Present |         |
| George Wagner              | Cortland County, NY | Board Member                                      | Present |         |

## MINUTES

### 1. Judiciary & Public Safety Committee - Committee Meeting - Dec 2, 2021 9:00 AM

|                  |                                                                    |
|------------------|--------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [4 TO 0]</b>                                           |
| <b>MOVER:</b>    | Christopher Newell, Committee Member                               |
| <b>SECONDER:</b> | Eugene Waldbauer, Committee Member                                 |
| <b>AYES:</b>     | Christopher Newell, Susan Wilson, Joseph Nauseef, Eugene Waldbauer |
| <b>EXCUSED:</b>  | Kelly L. Fairchild-Preston                                         |
| <b>AWAY:</b>     | Douglas Bentley, Cathy Bischoff                                    |

## RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Agreement for Forensic Lab Testing - NMS Labs - County Coroner's Office

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [5 TO 0]</b>                    |
|                  | <b>Next: 1/18/2022 10:00 AM</b>             |
| <b>MOVER:</b>    | Susan Wilson, Committee Member              |
| <b>SECONDER:</b> | Christopher Newell, Committee Member        |
| <b>AYES:</b>     | Newell, Bentley, Wilson, Nauseef, Waldbauer |
| <b>EXCUSED:</b>  | Kelly L. Fairchild-Preston                  |
| <b>AWAY:</b>     | Cathy Bischoff                              |

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO.

### **Authorize Agreement for Forensic Lab Testing - NMS Labs - County Coroner's Office**

WHEREAS, at times the Cortland County Coroners require forensic laboratory testing be performed on deceased individuals, AND

WHEREAS, the County of Cortland is desirous of obtaining forensic laboratory testing from NMS Labs, 3701 Welsh Road, Willow Grove, PA 19090, AND

WHEREAS, NMS Labs has agreed to a fee as itemized on their fee schedule, AND

WHEREAS, NMS Labs has the necessary expertise and facilities to perform these services and is willing to provide said services, NOW THEREFORE BE IT

RESOLVED, that the County Administrator be and hereby is authorized to enter into an agreement, upon approval of the County Attorney or designee, with NMS Labs for forensic laboratory testing as needed and requested and for the term of January 1, 2022 to December 31, 2023, with said expenses to be paid from account #A11855.54615.

AGENDA ITEM NO. 2 – Authorize 2022 Agreement with BI Incorporated for Electronic Monitoring Services - Probation Department

**RESULT: APPROVED [5 TO 0]**

**Next: 1/18/2022 10:00 AM**

**MOVER:** Christopher Newell, Committee Member

**SECONDER:** Eugene Waldbauer, Committee Member

**AYES:** Newell, Bentley, Wilson, Nauseef, Waldbauer

**EXCUSED:** Kelly L. Fairchild-Preston

**AWAY:** Cathy Bischoff

**ON MOTION OF FAIRCHILD-PRESTON**

**RESOLUTION NO.**

**Authorize 2022 Agreement with BI Incorporated for Electronic Monitoring Services - Probation Department**

WHEREAS, electronic monitoring is an authorized and accepted method of providing Court-ordered supervision of offenders in the community, AND

WHEREAS, there may be a need to provide this service as required by the local Court System, AND

WHEREAS, Cortland County Probation Department has contracted with BI Incorporated, 6265 Gunbarrel Avenue Suite B, Boulder, Colorado 80301, since 2005 and the latest contract, as authorized by Resolution No. 18-21, with said company expired December 31, 2021, AND

WHEREAS, BI Incorporated has agreed to contract for an additional one year period, starting January 1, 2022 and ending December 31, 2022, at reasonable competitive pricing, AND

WHEREAS, the Cortland County Probation Department desires to continue to contract with said company for services at the proposed pricing, AND

WHEREAS, the Cortland County Probation Department estimates \$650 to be paid for services from January 1, 2022 through December 31, 2022, AND

WHEREAS, funds are available in account A31405.54615 Contract Medical Services, 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 one year contract with BI Incorporated, 6265 Gunbarrel Avenue, Suite b, Boulder, Colorado 80301, for the term January 1, 2022 through December 31, 2022, for the purpose of electronic monitoring through the Cortland County Probation Department, AND BE IT FURTHER

RESOLVED, that the County Treasurer is authorized to pay vendor from said funds.

AGENDA ITEM NO. 3 – Creation of One Full Time (1) Position of Temporary Dispatcher with Benefits - Department of Emergency Response and Communications

**RESULT: APPROVED [5 TO 0]**

**Next: 1/18/2022 10:00 AM**

**MOVER:** Christopher Newell, Committee Member

**SECONDER:** Susan Wilson, Committee Member

**AYES:** Newell, Bentley, Wilson, Nauseef, Waldbauer

**EXCUSED:** Kelly L. Fairchild-Preston

**AWAY:** Cathy Bischoff

**ON MOTION OF FAIRCHILD-PRESTON**

**RESOLUTION NO.**

**Creation of One Full Time (1) Position of Temporary Dispatcher with Benefits - Department of Emergency Response and Communications**

WHEREAS, there are two anticipated vacancies (retirements) of Dispatcher (Grade 6/\$21.0492-23.9712/Hr competitive class, full time) in the 911 center / Department of Emergency Response and Communications during 2022, AND

WHEREAS, the required and on the job training period for the full-time position of Dispatcher takes approximately 5 months' time for the candidate to be working independently, AND

WHEREAS, the two anticipated openings in the position of Dispatcher will significantly increase overtime if a replacement employee has not completed training before the anticipated retirements, AND

WHEREAS, the Department of Emergency Response and Communications will be able to more adequately respond to the emergency needs of the Cortland County community by creating the position of one (1) full time position of Temporary Dispatcher, AND

WHEREAS, the County Administrator and the Director of Emergency Response and Communications recommend the creation of one full time (1) position of Temporary Dispatcher with benefits from March 1, 2022 through September 30, 2022, AND

WHEREAS, it is anticipated that there will be a cost savings to the County from backfilling the anticipated retirements both of which are paid at Grade 6, Step 9 with a Grade 6, Hire rate, NOW THEREFORE BE IT

RESOLVED, that one (1) temporary full time position of Dispatcher with benefits in the Department of Emergency Response and Communications (Grade 6/\$20.5973-23.0512/Hr competitive class, full time) be created effective March 1, 2022 at 12:01 A.M., with approval to fill, and to expire on October 1, 2022 at 12:01 A.M., and which is paid out of Account A30205.51005.

AGENDA ITEM NO. 4 – Authorization Agreement with Black Creek Intergrated System Corp for Jail Software-Sheriff's Office Division of Corrections - Sheriff's Department

**RESULT: APPROVED [UNANIMOUS]**

**Next: 1/18/2022 10:00 AM**

**MOVER:** Christopher Newell, Committee Member

**SECONDER:** Eugene Waldbauer, Committee Member

**AYES:** Newell, Bentley, Bischoff, Wilson, Nauseef, Waldbauer

**EXCUSED:** Kelly L. Fairchild-Preston

**ON MOTION OF FAIRCHILD-PRESTON**

**RESOLUTION NO.**

**Authorization Agreement with Black Creek Intergrated System Corp for Jail Software-Sheriff's  
Office Division of Corrections - Sheriff's Department**

WHEREAS, Black Creek Integrated System Corporation, 2900 Crestwood Blvd, Irondale, AL 35210, has agreed to enter into an agreement to perform services and/or supply goods for the Cortland County Jail Black Creek Sally Port Software Unlimited Support Plan, AND

WHEREAS, the Jail Management System Maintenance Agreement for the existing Black Creek Integrated System Corporation Software expired December 31, 2021, AND

WHEREAS, the cost of the maintenance agreement is \$21,680.80, for the period beginning on January 1, 2022 and ending on December 31, 2022.

WHEREAS, the Sheriff is authorized to pay this billing in January 2022, AND

WHEREAS, the funds to cover this contract are available in account number A31505.54015, Maintenance Agreements, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and the Sheriff of Cortland County, upon review and approval by the County attorney or designee, and subject to available funds, be and herby are authorized to contract with Black Creek Integrated System Corporation for the period of January 1, 2022 to December 31, 2022.

**AGENDA ITEM NO. 5 – Appoint Member - Traffic Safety Board**

|                  |                                                       |
|------------------|-------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                           |
|                  | <b>Next: 1/27/2022 6:00 PM</b>                        |
| <b>MOVER:</b>    | Christopher Newell, Committee Member                  |
| <b>SECONDER:</b> | Susan Wilson, Committee Member                        |
| <b>AYES:</b>     | Newell, Bentley, Bischoff, Wilson, Nauseef, Waldbauer |
| <b>EXCUSED:</b>  | Kelly L. Fairchild-Preston                            |

**ON MOTION OF FAIRCHILD-PRESTON**

**RESOLUTION NO.**

**Appoint Member - 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 to be comprised of not less than 12 members appointed by the Cortland County Legislature, AND

WHEREAS, Kevin Fitch has been appointed as the Chair of the Cortland County Legislature, AND

WHEREAS, the Cortland County Traffic Safety Board Bylaws state that the Chair of the Legislature serves as a member of the board, NOW THEREFORE BE IT

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

| Name | Organization | Address | Term Expiration |
|------|--------------|---------|-----------------|
|------|--------------|---------|-----------------|

|             |                          |                                  |            |
|-------------|--------------------------|----------------------------------|------------|
| Kevin Fitch | Chair of the Legislature | 6961 Route 41 Homer, NY<br>13077 | 12/31/2023 |
|-------------|--------------------------|----------------------------------|------------|

## DISCUSSION ITEMS

1. Traffic Diversion Program Update

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

## MONTHLY REPORTS

1. Coroner Monthly Budget Report

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

2. District Attorney Monthly Statistics

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

3. Assigned Counsel Monthly Report

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

4. December 2021 Report - Emergency Response & Communications

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

## ADJOURNMENT

The meeting was closed at 9:00 AM



# Judiciary & Public Safety Committee

## Committee Meeting

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

1.1

~ Minutes ~

Thursday, December 2, 2021

9:00 AM

Board Room

### 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 |         |
| Ronald J. Van Dee          | Cortland County, NY | Committee Member         | Present |         |
| Richard Stock              | Cortland County, NY | Committee Vice-Chair     | Present |         |
| Cathy Bischoff             | Cortland County, NY | Committee Member         | Remote  |         |
| Susan Wilson               | Cortland County, NY | Committee Member         | Present |         |
| Mitchel Eccleston          | Cortland County, NY | Committee Member         | Present |         |
| Rob Corpora                | Cortland County, NY | County Administrator     | Present |         |
| Paul Heider                | Cortland County, NY | Chair, Legislature       | Present |         |
| Savannah Hempstead         | Cortland County, NY | Clerk of the Legislature | Present |         |
| George Wagner              | Cortland County, NY | Board Member             | Present |         |
| Patrick Perfetti           | Cortland County, NY | District Attorney        | Present |         |
| Denise Bushnell            | Cortland County, NY | Coroner                  | Present |         |
| Paul Sandy                 | City of Cortland    | Chief of Police          | Present |         |
| Nicole Albro               | Cortland County, NY | Probation Director       | Present |         |
| Mark Helms                 | Cortland County, NY | Sheriff                  | Present |         |
| Robert Pittman             | Village of Homer    | Chief of Police          | Present |         |
| Carrie Whitney             | Cortland County, NY | Resident                 | Present |         |
| Andrea Herzog              | Cortland County, NY | Director of Finance      | Present |         |
| Keith Dayton               | Cortland County, NY | Public Defender          | Present |         |
| Tim Bennett                | Cortland Voice      | Reporter                 | Present |         |
| Laurie Leonard             | Cortland County, NY | Personnel Officer        | Present |         |
| Melanie Arnold             | Cortland County, NY | Resident                 | Present |         |
| Kevin Arnold               | Cortland County, NY | Resident                 | Present |         |
| Kelly L. Fairchild-Preston | Cortland County, NY | Board Member             | Late    | 9:42 AM |

### MINUTES

1. Judiciary & Public Safety Committee - Committee Meeting - Nov 4, 2021 9:00 AM

|                  |                                                            |
|------------------|------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                                |
| <b>MOVER:</b>    | Christopher Newell, Committee Member                       |
| <b>SECONDER:</b> | Richard Stock, Committee Vice-Chair                        |
| <b>AYES:</b>     | Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston |

### RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Members - Traffic Safety Board

Minutes Acceptance: Minutes of Dec 2, 2021 9:00 AM (MINUTES)

**RESULT:**           **APPROVED [UNANIMOUS]**

**Next: 12/16/2021 6:00 PM**

**MOVER:**           Richard Stock, Committee Vice-Chair

**SECONDER:**       Christopher Newell, Committee Member

**AYES:**            Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

**ON MOTION OF PRICE****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                            | Address                                   | Term Expiration |
|----------------|-----------------------------------------|-------------------------------------------|-----------------|
| Mark Helms     | Cortland County Sheriff                 | 54 Greenbush Street<br>Cortland, NY 13045 | 12/31/24        |
| David Guerrera | Cortland City Police Department         | 25 Court Street Cortland,<br>NY 13045     | 12/31/23        |
| Eric Mulvihill | Community Member                        | 9 South William Street<br>Homer, NY 13077 | 12/31/23        |
| Robert Pitman  | Village of Homer<br>Police Chief        | 43½ James Street Homer,<br>NY 13077       | 12/31/24        |
| John Gallagher | Cortland County<br>Sheriff's Department | 54 Greenbush Street<br>Cortland, NY 13045 | 12/31/23        |
| Melissa Potter | Community Member                        | 60 Central Avenue<br>Cortland, NY 13045   | 12/31/24        |
| Cheyenne Cute  | Cortland City Police<br>Department      | 25 Court Street Cortland,<br>NY 13045     | 12/31/24        |

**AGENDA ITEM NO. 2 – Appoint/Reappoint Members of the Cortland County Fire Advisory Board**

**RESULT:**           **APPROVED [UNANIMOUS]**

**Next: 12/16/2021 6:00 PM**

**MOVER:**           Richard Stock, Committee Vice-Chair

**SECONDER:**       Mitchel Eccleston, Committee Member

**AYES:**            Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

**ON MOTION OF PRICE****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, 2022 and expiring December 31, 2022:

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  
 Norm Forrest, Marathon FD, 544 Jennings Creek 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  
 Bruce Potter, Truxton FD, 5775 Chenengo Road, 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 Chairman of the 2022 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. 3 – Authorize Appointment of Coroner's Physician - County Coroner

**RESULT:** **APPROVED [UNANIMOUS]**

**Next: 12/16/2021 6:00 PM**

**MOVER:** Richard Stock, Committee Vice-Chair

**SECONDER:** Christopher Newell, Committee Member

**AYES:** Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

**ON MOTION OF PRICE**

**RESOLUTION NO.**

#### **Authorize Appointment of Coroner's Physician - County Coroner**

WHEREAS, Section 400 of the New York State County law requires that a County in which any Coroner is not a physician appoint a Coroner's Physician, AND

WHEREAS, EMP Physicians of Cortland, 134 Homer Avenue, Cortland, NY 13045 has agreed

Minutes Acceptance: Minutes of Dec 2, 2021 9:00 AM (MINUTES)

to serve in that role for Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby appoints EMP Physicians of Cortland, 134 Homer Avenue, Cortland, NY as Coroner's Physician for a term beginning January 1, 2022 and expiring December 31, 2023, AND BE IT FURTHER

RESOLVED, that the Coroner's Physician shall, by virtue of the office, be a Deputy Coroner and shall possess the powers and perform the duties of the Coroner during the absence or inability of the Coroner to act, or in the event of a vacancy in the Office of the Coroner, AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized and directed to enter into an agreement upon review of the County Attorney or designee; with EMP Physicians of Cortland, 134 Homer Avenue, Cortland, NY 13045, to provide Coroner services for a term beginning January 1, 2022 and expiring December 31, 2023.

AGENDA ITEM NO. 4 – Create Position/Appropriate Funds Safe Harbour Coordinator - Department of Social Services (Child Advocacy Center Division)

**RESULT:**           **APPROVED [UNANIMOUS]**

**Next: 12/16/2021 6:00 PM**

**MOVER:**           Ronald J. Van Dee, Committee Member

**SECONDER:**      Richard Stock, Committee Vice-Chair

**AYES:**            Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

**ON MOTION OF BISCHOFF**

**RESOLUTION NO.**

**Create Position/Appropriate Funds Safe Harbour Coordinator - Department of Social Services  
(Child Advocacy Center Division)**

WHEREAS, Cortland County has been provided an allocation of \$43,350 for the development and implementation of Safe Harbour programming for the calendar year 2022, AND

WHEREAS, New York State Office of Children and Family Services requires this money go through the Department of Social Services for planning and claiming purposes to support Cortland County in developing a system response to commercially sexually exploited children and trafficked at-risk youth, AND

WHEREAS, the Cortland County Child Advocacy Center ("CAC") is an entity aligned with and able to implement a Safe Harbour Program, AND

WHEREAS, the Department of Social Services-CAC Division needs to create one (1) part-time Safe Harbour Coordinator position, AND

WHEREAS, the Health and Human Services Committee recommends the creation of this position, NOW THEREFORE, BE IT

RESOLVED, that one (1) position of Safe Harbour Coordinator (CSEA, Grade 13, \$20.2732-25.5331/HR (2022 Rate), competitive class, part-time 17 hours per week, (no benefits) in the Department of Social Services-CAC Division be created effective January 1, 2022 at 12:01 A.M., with approval to fill, AND

RESOLVED, that funds be appropriated in the 2022 County Budget as follows:

|                 |           |             |
|-----------------|-----------|-------------|
| A40505.51010 SF | Personnel | \$17,921.51 |
|-----------------|-----------|-------------|

Minutes Acceptance: Minutes of Dec 2, 2021 9:00 AM (MINUTES)

|                         |                      |                    |
|-------------------------|----------------------|--------------------|
| A40505.54000 SF         | I/D Phones           | \$132.00           |
| A40505.54001 SF         | Copies               | \$1,000.00         |
| A40505.54035 SF         | Training & Staff Dev | \$800.00           |
| A40505.54055 SF         | Contract-Campaign    | \$11,000.00        |
| A40505.54800 SF         | Program Supplies     | \$7,621.48         |
| A40505.58020 SF         | Retirement           | \$2,509.00         |
| A40505.58030 SF         | FICA                 | \$1,371.01         |
| A40505.58040 SF         | Worker's Comp        | \$995.00           |
| <b>TOTAL Expense</b>    |                      | <b>\$43,350.00</b> |
| A40505.43489 SF Revenue |                      | <b>\$43,350.00</b> |

AGENDA ITEM NO. 5 – Authorized Use of Jail Project Reserve for Boiler Replacements

**RESULT: APPROVED [UNANIMOUS]**

**Next: 12/7/2021 10:00 AM**

**MOVER:** Christopher Newell, Committee Member

**SECONDER:** Mitchel Eccleston, Committee Member

**AYES:** Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

**ON MOTION OF PRICE**

**RESOLUTION NO.**

**Authorized Use of Jail Project Reserve for Boiler Replacements**

WHEREAS, the Cortland County Legislature adopted Resolution No. 313-15, which established the County Jail Project Reserve for the purpose of repair, construction, capital projects and other related expenditures for the County correctional facility, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 157-19 requiring all future uses of the reserve to be done through resolution, AND

WHEREAS, funds are required for the emergency replacement of the two boilers at the jail,

WHEREAS, the Jail Project Reserve balance at November 30, 2021 is \$1,364,365.30,  
NOW THEREFORE BE IT

RESOLVED, the Legislature approves the use of the Jail Project Reserve for the emergency replacement of two (2) boilers at the jail, AND BE IT FURTHER

RESOLVED, the 2021 budget is hereby amended as follows:

Increase: Account Number A31505.52320 Building Improvements \$65,191

Increase: Account Number A359900 Appropriated Reserves \$65,191

AGENDA ITEM NO. 6 – Amend 2021 Budget for Contracted Medical Services - County Coroner

**RESULT:**           **APPROVED [UNANIMOUS]**

**Next: 12/7/2021 10:00 AM**

**MOVER:**           Richard Stock, Committee Vice-Chair

**SECONDER:**       Ronald J. Van Dee, Committee Member

**AYES:**            Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

**ON MOTION OF PRICE****RESOLUTION NO.****Amend 2021 Budget for Contracted Medical Services - County Coroner**

WHEREAS, the Coroner's office has nearly exceeded budgeted funds in the 2021 budget due to additional professional service and transportation costs associated with the removal and autopsy of decedent's, NOW THEREFORE BE IT

RESOLVED, that the 2021 County Budget be amended as follows:

|           |              |                           |             |
|-----------|--------------|---------------------------|-------------|
| Increase: |              |                           |             |
|           | A11855.54615 | Contracted Medical Svcs   | \$35,000.00 |
| Decrease: |              |                           |             |
|           | A359900      | Appropriated Fund Balance | \$35,000.00 |

AGENDA ITEM NO. 7 – Resolution to Oppose Governor Hochul’s Closure Plan on Public Safety and Economic Grounds

**RESULT:**           **APPROVED [UNANIMOUS]**

**Next: 12/16/2021 6:00 PM**

**MOVER:**           Richard Stock, Committee Vice-Chair

**SECONDER:**       Christopher Newell, Committee Member

**AYES:**            Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston

**ON MOTION OF PRICE****RESOLUTION NO.****Resolution to Oppose Governor Hochul’s Closure Plan on Public Safety and Economic Grounds**

WHEREAS, Gov. Kathy Hochul has announced that six prisons across the state will close by March of next year, consisting of: Willard Drug Treatment Campus; Ogdensburg Correctional Facility; Moriah Shock Incarceration Correctional Facility; Southport Correctional Facility; Downstate Correctional Facility and Rochester Correctional Facility, AND

WHEREAS, the Governor’s announcement was made with no advance warning wherein local officials at the state and county levels only learned of these closures from media reports, AND

WHEREAS, no local input or outreach to corrections unions or local officials was made prior to the announcement, AND

WHEREAS, this announcement appears to disregard a 2005 state law that requires 12-months’ notice for a prison closure, as well as an opportunity for local discussion and input into options and alternatives, AND

WHEREAS, the closing of these facilities will negatively affect over hundreds of correctional officers and their families, who are projected to be displaced, in addition to the negative economic and social impacts these closures will have on local communities, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby opposes the Governor's plan to close these six corrections facilities, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature stands with the New York State Corrections Officers, as well as with corrections support staff and their families, whose lives will be devastated by this decision, and other area residents along Seneca Lake and otherwise, and calls for this decision to be reconsidered and reversed immediately, AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature immediately transmit a true copy of this resolution to Governor Kathy Hochul, Acting Commissioner of the Department of Corrections and Community Supervisor Anthony J. Annucci, New York State Senate Majority Leader Andrea Stewart- Cousins, New York State Assembly Speaker Carl E. Heastie, New York State Senator Peter Oberacker, New York State Assembly Members Anna Kelles and John Lemondes, New York State Association of Counties, and such other persons deemed necessary and appropriate.

AGENDA ITEM NO. 8 – Local Law "H" of 2021 - a Local Law to Proscribe as Unlawful the Sale and Possession Within the County of Cortland, New York, of Intoxicating Chemical Compounds or Dangerous Substances, that Are Mislabeled or Unlabeled, Whose Intended Purpose is to be Ingested, Inhaled or Injected, to Mimic the Effects of Controlled Substances or Marihuana and that Have No Other Legitimate Therapeutic Use or Purpose; "County of Cortland Synthetic Intoxicants and Dangerous Substances Law"

|                  |                                                            |
|------------------|------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                |
|                  | <b>Next: 12/16/2021 6:00 PM</b>                            |
| <b>MOVER:</b>    | Ronald J. Van Dee, Committee Member                        |
| <b>SECONDER:</b> | Christopher Newell, Committee Member                       |
| <b>AYES:</b>     | Price, Newell, Van Dee, Stock, Bischoff, Wilson, Eccleston |

ON MOTION OF PRICE

RESOLUTION NO.

**Local Law "H" of 2021 - a Local Law to Proscribe as Unlawful the Sale and Possession Within the County of Cortland, New York, of Intoxicating Chemical Compounds or Dangerous Substances, that Are Mislabeled or Unlabeled, Whose Intended Purpose is to be Ingested, Inhaled or Injected, to Mimic the Effects of Controlled Substances or Marihuana and that Have No Other Legitimate Therapeutic Use or Purpose; "County of Cortland Synthetic Intoxicants and Dangerous Substances Law"**

## SECTION I: LEGISLATIVE INTENT

### A. Findings

The County Legislature of the County of Cortland, New York, finds that the potential or actual harm to residents from certain intoxicating chemical compounds or dangerous substances to be such that these chemical compounds or dangerous substances should be proscribed as unlawful.

### B. Statement of Purpose

1. It is the purpose of this local law to promote public health, safety, and general welfare, and to minimize public and private injury to the citizens for the County of Cortland due to the permissive availability of certain intoxicating chemical compounds or dangerous substances; thus, requiring the prohibition of such chemical compounds or dangerous substances;
2. to protect human life and health; and,
3. to aid in the interdiction of such chemical compounds or dangerous substances along with other narcotics and illicit intoxicants, and to aid in the prosecution of such related offenses.

## SECTION II: AUTHORITY

Municipal Home Rule Law, §§ 10 (2), (4) (b), and (4) (c); and Op Atty Gen 85-23,

## SECTION III: LAW

- A. It shall be unlawful for any person, including a corporation or other entity, to manufacture, distribute, use, possess, purchase, attempt to purchase, sell, publicly display for sale, attempt to sell, give, trade, or barter any one or more of the following chemical compounds or substances, to include its salts, isomers, homologues, and salts of their isomers and homologues:

It shall be unlawful for any person to sell, possess, or use mislabeled or unlabeled dangerous substances whose intended purpose is to be ingested so as to mimic the effects of controlled substances and/or marijuana and that have no other legitimate, medical, or therapeutic purpose.

- (1) Salvia divinorum or salvinorum A; all parts of the plant presently classified botanically as salvia divinorum, whether growing or not, the seeds thereof, any extract from any part of such plant, and every compound, manufacture, salts derivative, mixture or preparation of such plant, its seeds or extracts,
- (2) (6aR, 10aR)-9-(hydroxymethyl)-6, 6dimethyl-3(2-methyloctan-2-yl)-6a, 7, 10, 10a-tetrahydrobenzo[c]chromen-1-ol, some trade or other name: HU- 210,
- (3) Naphthalen-1-yl-(1-pentylindol-3-yl) methanone (also known as 1 Pentyl- 3-(1-naphthoyl) indole, some trade or other name: JWH-018,
- (4) Naphthalen-1-yl-(1-butylindol-3-yl) methanone (also known as 1-Butyl-3- (1-naphthoyl) indole, some trade or other name: JWH-073,
- (5) 2-[(1R,3S)-3-hydroxycyclohexyl]-5-(2-methyloctan-2-yl) phenol, some trade or other name: CP 47,497 and its C6, C7, C8, and C9 homologues,
- (6) 1-(3-[trifluoromethyl]phenyl) piperazine, some trade or other name: TFMPP,
- (7) (R)-(+)-[2,3-Dihydro-5-methyl-3-(4-morpholinylmethyl)pyrrolo[1,2,3- de)-1,4-benzoxazin-6-yl]-1-naphthalenylmethanone, some trade or other name: WIN 55,2-212,

- (8) 2-[(1R,2R,5R)-5-hydroxy-2-(3-hydroxypropyl) cyclohexyl]-5-(2-methyloctan-2-yl) phenol, some trade or other name: CP 55,940,
- (9) 6,6,9-trimethyl-3-(3-methyloctan-2-yl)-7,8,9,10-tetrahydrobenzo [c]chromen-1-ol, some trade or other name: Dimethylheptylpyran 1, 2- dimethylheptyl-[Δ]3THC, or DMHP, or A-40824, or EA-1476,
- (10) [(6S,6aR,9R,10aR)- 9-hydroxy- 6-methyl- 3-[(2R)-5-phenylpentan- 2- yl]oxy- 5,6,6a,7,8,9,10,10a-octahydrophenanthridin- 1-yl] acetate, some trade or other name: Levonantradol, or CP 50,556-1,
- (11) -1-(4-methylphenyl)-2-methylaminopropan-1-one, some trade or other name: Mephedrone, 4-methylmethcathinone, 4-MMC or 4- methylephedrone,
- (12) any similar structural analogs that are intended to mimic the effects of intoxicating controlled substance.

B. Exceptions:

1. It is not an offense under subsection “A” of this section if the person was acting at the direction of an authorized agent of the County of Cortland to enforce or ensure compliance with this law prohibiting the sale or possession of the aforementioned chemical compounds or dangerous substances.
2. This section does not apply to any person who commits any act described in this section pursuant to the lawful direction or prescription of a licensed physician, dentist, or pharmacist authorized to direct or prescribe such act.
3. This section likewise does not apply to the inhalation of anesthesia for medical or dental purposes.

**SECTION IV: PENALTIES**

- A. Confiscation -- if any of the aforementioned intoxicating chemical compounds or dangerous substances are found in the possession of any person, such may be confiscated and destroyed by Law Enforcement Officials.
- B. Any person found to be in violation of this section will be guilty of a Class “B” misdemeanor and subject to a definite term of imprisonment not to exceed three (3) months, or a fine not to exceed five hundred (\$ 500), or both such definite term of imprisonment and fine. Each day during which violation of Section IV, subsection A of this act occurs shall constitute a separate offense.
- C. The County of Cortland shall have the authority to seek an injunction to compel the compliance by any business that fails or refuses to comply with this section.

**SECTION V: CONSTRUCTION AND CONFLICT WITH OTHER LAWS**

- A. This Local Law augments New York Penal Law, Articles 220 and 222 *et seq.*, and New York Public Health Law, §§ 3302 and 3306.
- B. In its interpretation and application, the provisions of this local law shall be held to be minimum requirements, adopted for the promotion of the public health, safety, and welfare. Whenever the requirements of this local law are at variance with the requirements of any other lawfully adopted rules, regulations, or ordinances, the

most restrictive, or that imposing the higher standard, shall govern.

## **SECTION VI: SEVERABILITY**

If any provision of this law is held invalid, such invalidity shall not affect the remaining provisions of this section, which shall remain effective less the invalid provision, and to this end, the provisions of this section are declared to be severable.

## **SECTION VII: EFFECTIVE DATE**

This Local Law shall take effect upon filing in the Office of the New York State Secretary of State as provided by Municipal Home Rule Law, § 27.

## **Public Comments Regarding Proposed Local Law "H" of 2021**

1. Carrie Whitney's Pictures

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

2. Comments from Lou Anne Randall

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

## **MONTHLY REPORTS**

1. Public Defender Monthly Report

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

2. Assigned Counsel Monthly Report

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

3. DA Monthly STAT Reporting

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

4. Dept of Emergency Response & Communications - December 2021 Report

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

5. Child Advocacy Center - October Update

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

6. Coroner Monthly Budget Report - December

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

## **ADJOURNMENT**

The meeting was closed at 10:01 AM

Minutes Acceptance: Minutes of Dec 2, 2021 9:00 AM (MINUTES)



Jurisdiction: Cortland County  
 Jurisdictional Class: Competitive  
 Adopted: 10/20/05  
 Amended: 7/15/08; 12/19/13; 7/3/17; 10/11/19

## **DISPATCHER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

The work involves responsibility for receiving and recording E911, police, fire and emergency medical services (EMS) calls and dispatching the appropriate law enforcement agency, firefighters, paramedics and equipment to the scene. The incumbent is required to operate computers, related peripheral equipment, radios, telephones and a variety of other emergency communications equipment in order to receive and relay police, fire, emergency medical service and other personnel to incidents and emergencies. Dispatchers must maintain a high degree of alertness, accuracy and a steady demeanor in responding to crisis situations. Dispatchers perform a wide variety of clerical duties related to their communication functions. The work is performed in accordance with established policy under the general supervision of the Dispatch Coordinator. Does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

Receives and records E911, police, fire and emergency medical service telephone calls, quickly determining the callers needs and transferring them to an appropriate police, sheriff, medical, and/or fire dispatcher for service;  
 Operates computers and related peripheral equipment in support of the E911 and radio communications systems;  
 Queries callers in a calm, systematic manner to determine the nature of the situation, the location, the services needed, and any other information necessary to evaluate the situation;  
 Receives information on non-emergency and emergency incidents through several types of alarm systems such as automatic dialers, and alert monitors;  
 Provide life-saving medical, police, fire pre-arrival instructions based on the situation;  
 Dispatches personnel and equipment to police, fire and emergency medical scenes, arranges for mutual aid coverage when necessary by two-way radio communication system, telephone and/or a Computer Aided Dispatch (CAD) terminal;  
 Monitors police, fire and EMS radios as well as a closed circuit television system to maintain building security;  
 Uses a computer aided dispatch (CAD) terminal to dispatch emergency agencies, enter and retrieve data on incidents;  
 Uses the voice recording system as necessary to play back the daily radio and telephone calls received;  
 Contacts additional resources such as; utility companies, highway departments, wreckers, etc.;  
 Maintains status and location records of patrol vehicles and emergency vehicles;  
 Maintains and reports each fire and intrusion alarms and those who responded to those alarms;

Makes notifications of appropriate personnel in cases of injury or death at the scene of an emergency;  
 Maintains and files a variety of other records, as needed;  
 Receives calls for service from the public, provides information and refers callers to the proper individuals or agencies;  
 Performs radio communications, as needed, to relay information to police, fire and EMS personnel;  
 Operates police computer networks to access information as needed.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of the principles and operation of modern emergency communication systems;  
 Good knowledge of local geography and roads;  
 Ability to communicate effectively both orally and in writing;  
 Ability to remain calm in emergency situations;  
 Ability to deal effectively with the public;  
 Ability to understand and follow oral and written instructions;  
 Ability to deal with emotionally distraught callers;  
 Ability to be empathetic;  
 Ability to work as a team member;  
 Strong typing/keyboard entry skills and abilities;  
 Ability to perform close, detail work involving considerable visual effort and concentration;  
 Ability to organize and maintain accurate records and files;  
 Ability to operate a personal computer and utilize computer aided software programs;  
 Physical condition commensurate with the demands of the position;  
 Emotional condition to deal with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a high school equivalency diploma.

### **SPECIAL REQUIREMENTS:**

The following certifications: Cardiac Pulmonary Resuscitation (CPR), Emergency Medical Dispatch (EMD), Public Safety Telecommunicator through APCO, and NYS E-Justice (Police Network) must be obtained within one (1) year of appointment. Failure to obtain and/or maintain all of the above noted certifications will result in dismissal.

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YEAR-TO-DATE BUDGET REPORTPg 1  
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## FOR 2021 13

| ACCOUNTS FOR:<br>A GENERAL FUND | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|---------------------------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| A11855 CORONERS                 |                    |                      |                   |            |              |                     |             |
| A11855 51010 PART-TIME PAY      | 50,484             | 0                    | 50,484            | 42,940.27  | .00          | 7,543.73            | 85.1%       |
| A11855 54000 TELEPHONE          | 400                | 0                    | 400               | 108.96     | .00          | 291.04              | 27.2%       |
| A11855 54001 COPYING/PRINTING   | 400                | 0                    | 400               | .00        | .00          | 400.00              | .0%         |
| A11855 54005 Office Materials & | 500                | 250                  | 750               | 702.77     | 47.23        | .00                 | 100.0%      |
| A11855 54012 SPECIAL SUPPLIES & | 400                | -400                 | 0                 | .00        | .00          | .00                 | .0%         |
| A11855 54020 POSTAGE            | 100                | 0                    | 100               | 19.64      | .00          | 80.36               | 19.6%       |
| A11855 54040 ASSOC/MEMBERSHIP D | 220                | 0                    | 220               | 220.00     | .00          | .00                 | 100.0%      |
| A11855 54045 Travel & Sustenanc | 1,200              | 0                    | 1,200             | 688.48     | .00          | 511.52              | 57.4%       |
| A11855 54046 REMOVAL/TRANSFER/M | 22,000             | -22,000              | 0                 | .00        | .00          | .00                 | .0%         |
| A11855 54048 Prog Spec Material | 0                  | 400                  | 400               | .00        | .00          | 400.00              | .0%         |
| A11855 54055 PROFESSIONAL SERVI | 4,000              | -400                 | 3,600             | 575.29     | .00          | 3,024.71            | 16.0%       |
| A11855 54070 INSURANCE          | 155                | 0                    | 155               | 178.30     | .00          | -23.26              | 115.0%*     |
| A11855 54071 MALPRACTICE/SPECIA | 131                | 0                    | 131               | 197.76     | .00          | -66.47              | 150.6%*     |
| A11855 54074 VEHICLE INSURANCE  | 284                | 0                    | 284               | 308.74     | .00          | -24.46              | 108.6%*     |
| A11855 54075 OFFICE EQUIPMENT   | 250                | -250                 | 0                 | .00        | .00          | .00                 | .0%         |
| A11855 54078 Fuel               | 1,500              | 0                    | 1,500             | 386.98     | .00          | 1,113.02            | 25.8%       |
| A11855 54300 Vehicle Repairs &  | 0                  | 400                  | 400               | 200.58     | .00          | 199.42              | 50.1%       |
| A11855 54500 MEDICAL FEES & SER | 60,000             | -60,000              | 0                 | .00        | .00          | .00                 | .0%         |
| A11855 54615 CONTRACTED MEDICAL | 0                  | 152,000              | 152,000           | 114,321.02 | 4,285.00     | 33,393.98           | 78.0%       |
| A11855 58020 RETIREMENT         | 7,068              | 0                    | 7,068             | .00        | .00          | 7,068.00            | .0%         |
| A11855 58030 FICA               | 3,862              | 0                    | 3,862             | 2,806.69   | .00          | 1,055.35            | 72.7%       |
| A11855 58040 WORKERS COMP       | 1,990              | 0                    | 1,990             | 2,016.45   | .00          | -26.45              | 101.3%*     |
| A11855 58060 HEALTH INS         | 25,789             | 0                    | 25,789            | 24,180.03  | .00          | 1,608.64            | 93.8%       |
| A11855 58062 DENTAL INS         | 180                | 0                    | 180               | 73.08      | .00          | 107.40              | 40.5%       |
| A11855 58065 VISION CARE BENEFI | 39                 | 0                    | 39                | 20.25      | .00          | 18.95               | 51.7%       |
| TOTAL CORONERS                  | 180,953            | 70,000               | 250,953           | 189,945.29 | 4,332.23     | 56,675.48           | 77.4%       |
| TOTAL GENERAL FUND              | 180,953            | 70,000               | 250,953           | 189,945.29 | 4,332.23     | 56,675.48           | 77.4%       |
| TOTAL EXPENSES                  | 180,953            | 70,000               | 250,953           | 189,945.29 | 4,332.23     | 56,675.48           |             |

Attachment: Coroner January Budget Report (10299 : Coroner Monthly Budget Report)

## 2021 DA Statistics

|                     | Jan 2020  | Jan 2021  | Feb 2020 | Feb 2021 | Mar 2020 | Mar 2021 | Apr 2020 | Apr 2021 | May 2020 | May 2021 | June 2020 | June 2021 |
|---------------------|-----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|-----------|
| Fel-County & City   | 33        | 14        | 26       | 17       | 17       | 28       | 16       | 22       | 26       | 35       | 23        | 22        |
| Misd City           | 12        | 23        | 22       | 18       | 19       | 26       | 18       | 36       | 17       | 40       | 20        | 24        |
| Misd County         | 19        | 37        | 10       | 30       | 18       | 22       | 21       | 27       | 20       | 30       | 26        | 35        |
| Violations City     | 0         | 6         |          | 2        |          | 9        | 0        | 11       | 0        | 9        | 0         | 7         |
| Violations County   | 8         | 16        | 22       | 6        | 17       | 10       | 3        | 4        | 33       | 0        | 10        | 5         |
| Sealed Indictments  | 0         | 0         | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0         |           |
| TOTALS:             | 72        | 96        | 80       | 73       | 71       | 95       | 58       | 100      | 96       | 114      | 79        | 93        |
| Vehicle and Traffic | 155       | 277       | 120      | 222      | 135      | 283      | 93       | 319      | 45       | 153      | 169       | 120       |
| DWI's               | 18        | 13        | 20       | 4        | 13       | 16       | 2        | 8        | 7        | 15       | 9         | 19        |
|                     | July 2020 | July 2021 | Aug 2020 | Aug 2021 | Sep 2020 | Sep 2021 | Oct 2020 | Oct 2021 | Nov 2020 | Nov 2021 | Dec 2020  | Dec 2021  |
| Fel-County & City   | 17        | 18        | 15       | 16       | 31       | 16       | 26       | 13       | 23       | 22       | 18        | 33        |
| Misd City           | 20        | 30        | 34       | 43       | 43       | 36       | 31       | 17       | 24       | 25       | 28        | 25        |
| Misd County         | 21        | 32        | 34       | 40       | 33       | 46       | 10       | 25       | 32       | 30       | 20        | 48        |
| Violations City     | 0         | 11        | 0        | 2        | 5        | 16       | 11       | 25       | 7        | 7        | 6         | 19        |
| Violations County   | 17        | 3         | 28       | 4        | 12       | 3        | 2        | 4        | 4        | 6        | 6         | 5         |
| Sealed Indictments  | 0         |           | 0        | 0        | 0        | 0        |          | 0        |          | 0        | 0         | 0         |
| TOTALS:             | 75        | 94        | 111      | 105      | 124      | 117      | 80       | 84       | 90       | 90       | 78        | 130       |
| Vehicle and Traffic | 259       | 684       | 226      | 377      | 284      | 293      | 113      | 203      | 245      | 385      | 325       | 353       |
| DWI's               | 11        | 16        | 15       | 13       | 16       | 19       | 6        | 6        | 12       | 11       | 11        | 23        |

Attachment: 2019-2021 Stats (10285 : District Attorney Monthly Statistics)



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Cortland County  
YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: A GENERAL FUND  
ORIGINAL APPROP

| ACCOUNTS FOR: A GENERAL FUND<br>ORIGINAL APPROP | TRANS/ADJSMTS               | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | % USED  |
|-------------------------------------------------|-----------------------------|----------------|------------|--------------|------------------|---------|
| 1175 ASSIGNED COUNSEL                           |                             |                |            |              |                  |         |
| A11755 43025 HH11                               | SA - INDIGENT LEGAL SVCS    | -368,426.00    | 0.00       | 0.00         | -368,426.00      | .0%*    |
| A11755 51005                                    | PERSONAL SERVICES           | 68,758.00      | 48,184.14  | 0.00         | 20,573.86        | 70.1%   |
| A11755 51005 HH11                               | PERSONAL SERVICES           | 83,865.00      | 62,006.38  | 0.00         | 21,858.62        | 73.9%   |
| A11755 51010                                    | PART-TIME PAY               | 36,798.00      | 33,783.56  | 0.00         | 3,014.44         | 91.8%   |
| A11755 51020                                    | OVERTIME PAY                | 0.00           | 4,807.55   | 0.00         | -4,807.55        | 100.0%* |
| A11755 51035                                    | OTHER COMPENSATION & RAISES | 0.00           | 7,648.38   | 0.00         | -7,648.38        | 100.0%* |
| A11755 52005 HH11                               | Capital Office Equipment    | 1,935.93       | 1,935.93   | 0.00         | 0.00             | 100.0%  |
| A11755 52060 HH11                               | Capital Computer Equipment  | 1,000.00       | 0.00       | 0.00         | 1,000.00         | .0%     |
| A11755 54000                                    | TELEPHONE                   | 1,000.00       | 465.24     | 0.00         | 534.76           | 46.5%   |
| A11755 54000 HH11                               | LONG DISTANCE CALLS         | 432.00         | 407.08     | 0.00         | 24.92            | 94.2%   |
| A11755 54002                                    | COMPUTER MTN/AGREEMENTS     | 1,000.00       | 0.00       | 0.00         | 0.00             | .0%     |
| A11755 54002 HH11                               | COMPUTER MTN/AGREEMENTS     | 1,000.00       | 0.00       | 0.00         | 0.00             | .0%     |
| A11755 54003 HH11                               | OFFICE FURNITURE            | 2,000.00       | 0.00       | 0.00         | 0.00             | .0%     |
| A11755 54004 HH11                               | COMPUTER SOFTWARE           | 5,275.00       | 2,937.50   | 0.00         | 2,337.50         | 55.7%   |
| A11755 54005                                    | Office Materials & Supplies | 1,000.00       | 183.71     | 363.96       | 452.33           | 54.8%   |
| A11755 54005 HH11                               | Office Materials & Supplies | 3,000.00       | 1,154.90   | 646.83       | 1,198.27         | 60.1%   |
| A11755 54015                                    | Maintenance Agreements      | 1,000.00       | 1,000.00   | 0.00         | 0.00             | 100.0%  |
| A11755 54015 HH11                               | Maintenance Agreements      | 1,059.00       | 1,059.00   | 0.00         | 0.00             | 100.0%  |
| A11755 54020                                    | POSTAGE                     | 1,400.00       | 623.38     | 0.00         | 776.62           | 44.5%   |
| A11755 54020 HH11                               | POSTAGE                     | 400.00         | 24.21      | 0.00         | 375.79           | 6.1%    |



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Cortland County  
YEAR-TO-DATE BUDGET REPORT

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FOR 2021 12

ACCOUNTS FOR: A GENERAL FUND  
ORIGINAL APPROP

TRANS/ADJSTMS

REVISED BUDGET

YTD ACTUAL

ENCUMBRANCES

AVAILABLE BUDGET

% USED

|                   |                          |            |        |            |            |  |  |  |         |
|-------------------|--------------------------|------------|--------|------------|------------|--|--|--|---------|
| A11755 54035 HH11 | EDUCATION & TRAINING     |            |        |            |            |  |  |  |         |
| 50,000.00         | -5,334.00                | 44,666.00  | 0.00   | 0.00       | 44,666.00  |  |  |  | .0%     |
| A11755 54041 HH11 | PUBLICATIONS             |            |        |            |            |  |  |  |         |
| 1,500.00          | 0.00                     | 1,500.00   | 0.00   | 70.45      | 1,429.55   |  |  |  | 4.7%    |
| A11755 54045 HH11 | Travel & Sustenance      |            |        |            |            |  |  |  |         |
| 2,500.00          | 3,064.07                 | 5,564.07   | 0.00   | 1,223.17   | 4,340.90   |  |  |  | 22.0%   |
| A11755 54047 HH11 | MILEAGE REIMBURSEMENT    |            |        |            |            |  |  |  |         |
| 5,000.00          | -5,000.00                | 0.00       | 0.00   | 0.00       | 0.00       |  |  |  | .0%     |
| A11755 54055      | PROFESSIONAL SERVICES    |            |        |            |            |  |  |  |         |
| 650,000.00        | 3,107.20                 | 653,107.20 | 456.00 | 350,981.02 | 301,670.18 |  |  |  | 53.8%   |
| A11755 54055 HH11 | PROFESSIONAL SERVICES    |            |        |            |            |  |  |  |         |
| 65,616.63         | 9,000.00                 | 74,616.63  | 0.00   | 72,345.67  | 2,270.96   |  |  |  | 97.0%   |
| A11755 54059 HH11 | COURT RELATED EXP        |            |        |            |            |  |  |  |         |
| 9,000.00          | -9,000.00                | 0.00       | 0.00   | 0.00       | 0.00       |  |  |  | .0%     |
| A11755 54063 HH11 | LEGAL FEES               |            |        |            |            |  |  |  |         |
| 70,000.00         | 0.00                     | 70,000.00  | 0.00   | 52.10      | 69,947.90  |  |  |  | .1%     |
| A11755 54067 HH11 | REAL PROPERTY RENT/LEASE |            |        |            |            |  |  |  |         |
| 12,525.65         | 0.00                     | 12,525.65  | 0.00   | 17,062.56  | -4,536.91  |  |  |  | 136.2%* |
| A11755 54070      | INSURANCE                |            |        |            |            |  |  |  |         |
| 841.60            | 0.00                     | 841.60     | 0.00   | 776.02     | 65.58      |  |  |  | 92.2%   |
| A11755 54070 HH11 | LIABILITY INSURANCE      |            |        |            |            |  |  |  |         |
| 946.80            | 0.00                     | 946.80     | 0.00   | 946.80     | 0.00       |  |  |  | 100.0%  |
| A11755 54213      | I/D COPIER               |            |        |            |            |  |  |  |         |
| 1,520.00          | 0.00                     | 1,520.00   | 0.00   | 1,392.82   | 127.18     |  |  |  | 91.6%   |
| A11755 54213 HH11 | I/D COPIER               |            |        |            |            |  |  |  |         |
| 1,520.00          | 0.00                     | 1,520.00   | 0.00   | 421.86     | 1,098.14   |  |  |  | 27.8%   |
| A11755 54215 HH11 | I/D LEXIS/NEXIS          |            |        |            |            |  |  |  |         |
| 1,203.00          | 0.00                     | 1,203.00   | 0.00   | 1,024.10   | 178.90     |  |  |  | 85.1%   |
| A11755 58020      | RETIREMENT               |            |        |            |            |  |  |  |         |
| 14,778.00         | 0.00                     | 14,778.00  | 0.00   | 0.00       | 14,778.00  |  |  |  | .0%     |
| A11755 58020 HH11 | RETIREMENT               |            |        |            |            |  |  |  |         |
| 11,741.10         | 0.00                     | 11,741.10  | 0.00   | 0.00       | 11,741.10  |  |  |  | .0%     |
| A11755 58030      | FICA                     |            |        |            |            |  |  |  |         |
| 8,075.00          | 0.00                     | 8,075.00   | 0.00   | 6,020.72   | 2,054.28   |  |  |  | 74.6%   |
| A11755 58030 HH11 | FICA                     |            |        |            |            |  |  |  |         |
| 6,415.67          | 0.00                     | 6,415.67   | 0.00   | 4,341.94   | 2,073.73   |  |  |  | 67.7%   |
| A11755 58040      | WORKERS COMP             |            |        |            |            |  |  |  |         |
| 4,985.00          | 0.00                     | 4,985.00   | 0.00   | 5,051.26   | -66.26     |  |  |  | 101.3%* |
| A11755 58040 HH11 | WORKERS COMP             |            |        |            |            |  |  |  |         |
| 3,990.00          | 0.00                     | 3,990.00   | 0.00   | 4,043.03   | -53.03     |  |  |  | 101.3%* |
| A11755 58060      | HEALTH INS               |            |        |            |            |  |  |  |         |
| 44,063.91         | 0.00                     | 44,063.91  | 0.00   | 43,343.71  | 720.20     |  |  |  | 98.4%   |
| A11755 58060 HH11 | HEALTH INS               |            |        |            |            |  |  |  |         |
| 36,550.48         | 0.00                     | 36,550.48  | 0.00   | 21,011.93  | 15,538.55  |  |  |  | 57.5%   |



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Cortland County  
YEAR-TO-DATE BUDGET REPORT

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glytdbud

FOR 2021 12

ACCOUNTS FOR: A GENERAL FUND  
ORIGINAL APPROP

|                        | TRANS/ADJSTMS        | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|------------------------|----------------------|----------------|------------|--------------|------------------|--------|
| A11755 58062           | DENTAL INS           | 270.72         | 240.09     | 0.00         | 30.63            | 88.7%  |
| A11755 58062 HH11      | DENTAL INS           | 180.48         | 128.42     | 0.00         | 52.06            | 71.2%  |
| A11755 58065           | VISION CARE BENEFITS | 39.20          | 31.48      | 0.00         | 7.72             | 80.3%  |
| A11755 58065 HH11      | VISION CARE BENEFITS | 39.20          | 26.18      | 0.00         | 13.02            | 66.8%  |
| TOTAL ASSIGNED COUNSEL |                      | 834,529.44     | 696,756.29 | 1,466.79     | 139,413.56       | 83.4%  |
| TOTAL GENERAL FUND     |                      | 834,529.44     | 696,756.29 | 1,466.79     | 139,413.56       | 83.4%  |
|                        | TOTAL REVENUES       | 0.00           | 0.00       | 0.00         | -368,426.00      |        |
|                        | TOTAL EXPENSES       | 3,107.20       | 696,756.29 | 1,466.79     | 507,839.56       |        |



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Cortland County  
YEAR-TO-DATE BUDGET REPORT

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FOR 2021 12

| ORIGINAL APPROP                                | TRANS/ADJSTMS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|------------------------------------------------|---------------|----------------|------------|--------------|------------------|--------|
| 834,529.44                                     | 3,107.20      | 837,636.64     | 696,756.29 | 1,466.79     | 139,413.56       | 83.4%  |
| GRAND TOTAL                                    |               |                |            |              |                  |        |
| ** END OF REPORT - Generated by Lyn Manning ** |               |                |            |              |                  |        |





## CORTLAND COUNTY ASSIGNED COUNSEL OFFICE

CORTLAND COUNTY OFFICE BUILDING, SUITE B27  
60 CENTRAL AVENUE, CORTLAND NY 13045

STEPHANIE A. OLIVER  
SECRETARY

MICHAEL R. CARDINALE  
ADMINISTRATOR

CASEY K. NEVILLE  
CASE MANAGER

### JPS Meeting – DECEMBER 2021 Report

**DENIALS:** 0 financially ineligible  
1 type of case

#### CONFLICT

|               |            |
|---------------|------------|
| Family Court: | 57         |
| Criminal:     |            |
| Felonies      | 16         |
| Misdemeanors  | 24         |
| Violations    | 3          |
| Infractions   | 0          |
| Appeals       | 0          |
| <b>Total</b>  | <b>100</b> |

#### PUBLIC DEFENDER ASSIGNMENTS

|              |           |
|--------------|-----------|
| Family Court | 18        |
| Criminal:    |           |
| Felonies     | 7         |
| Misdemeanors | 20        |
| Violations   | 2         |
| Infractions  | 0         |
| Appeals      | 0         |
| <b>Total</b> | <b>47</b> |

**Total PD cases assigned: Assigned by AC-** 33  
**Assigned by Courts:** 47  
**80**

**Total Cases Assigned**  
**100+80 =180**

| COUNSEL AT FIRST ARRAIGNMENT |     |    |
|------------------------------|-----|----|
| AFTER hours                  | 18B | PD |
| December                     | 20  | 7  |
| November                     | 9   | 14 |
| October                      | 12  | 10 |
| September 2021               | 30  | 18 |
| August 2021                  | 22  | 17 |
| July 2021                    | 34  | 24 |
| June 2021                    | 20  | 36 |
|                              |     |    |
| NOT After hours              |     |    |
| December                     | 5   | 39 |
| November                     | 2   | 46 |
| October                      | 2   | 28 |
| September 2021               | 5   | 30 |
| August 2021                  | 0   | 25 |
| July 2021                    | 0   | 18 |
| June 2021                    | 1   | 36 |

#### ILS Hurrell-Harring Grant Money

\$57,021.06 received 3/19/20  
 \$52,941.00 received 10/28/20

#### Money Saved-Grant Paid

|                |               |
|----------------|---------------|
| April \$161.28 | Nov. \$248.08 |
| May \$263.20   | Dec. \$797.10 |
| June \$2432.00 |               |
| Aug. \$54.90   |               |
| Sept. \$653.02 |               |
| Oct. \$2078.57 |               |

## YEAR-TO-DATE BUDGET REPORT

| FOR 2021 12                                      |                    |                      |                   |             |              |                     |             |  |
|--------------------------------------------------|--------------------|----------------------|-------------------|-------------|--------------|---------------------|-------------|--|
| ACCOUNTS FOR:<br>A GENERAL FUND                  | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL  | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |  |
| <b>A302041 EMS - DERC</b>                        |                    |                      |                   |             |              |                     |             |  |
| A302041 41140 EMERGENCY PHONE S                  | -182,000           | 0                    | -182,000          | -139,682.95 | .00          | -42,317.05          | 76.7%*      |  |
| TOTAL EMS - DERC                                 | -182,000           | 0                    | -182,000          | -139,682.95 | .00          | -42,317.05          | 76.7%       |  |
| <b>A302042 EMS - ERC</b>                         |                    |                      |                   |             |              |                     |             |  |
| A302042 42701 REFUND APPROP EXP                  | 0                  | 0                    | 0                 | -1,006.10   | .00          | 1,006.10            | 100.0%      |  |
| TOTAL EMS - ERC                                  | 0                  | 0                    | 0                 | -1,006.10   | .00          | 1,006.10            | 100.0%      |  |
| <b>A302043 EMS - ERC</b>                         |                    |                      |                   |             |              |                     |             |  |
| A302043 43306 20HSG HOMELAND SEC                 | 0                  | -108,035             | -108,035          | .00         | .00          | -108,034.59         | .0%*        |  |
| A302043 43306 PSP HOMELAND SECUR                 | -60,000            | -128,819             | -188,819          | -188,819.00 | .00          | .00                 | 100.0%      |  |
| TOTAL EMS - ERC                                  | -60,000            | -236,854             | -296,854          | -188,819.00 | .00          | -108,034.59         | 63.6%       |  |
| <b>A302046 EMS - DERC</b>                        |                    |                      |                   |             |              |                     |             |  |
| A302046 42410 RENTAL OF RADIO T                  | -37,200            | 0                    | -37,200           | -37,980.00  | .00          | 780.00              | 102.1%      |  |
| TOTAL EMS - DERC                                 | -37,200            | 0                    | -37,200           | -37,980.00  | .00          | 780.00              | 102.1%      |  |
| <b>A30205 EMERGENCY RESPONSE &amp; COMMUNCTN</b> |                    |                      |                   |             |              |                     |             |  |
| A30205 43306 22IC HOMELAND SECUR                 | 0                  | -1,572,840           | -1,572,840        | .00         | .00          | -1,572,840.00       | .0%*        |  |
| A30205 44960 COV19 FEMA DISASTER                 | 0                  | -2,000               | -2,000            | -118,857.01 | .00          | 116,857.01          | 5942.9%     |  |
| A30205 51005 PERSONAL SERVICES                   | 914,494            | -89,428              | 825,066           | 824,368.37  | .00          | 697.82              | 99.9%       |  |
| A30205 51005 PSP PERSONAL SERVIC                 | 60,000             | 18,328               | 78,328            | 78,328.00   | .00          | .00                 | 100.0%      |  |
| A30205 51020 OVERTIME PAY                        | 110,000            | 0                    | 110,000           | 113,274.75  | .00          | -3,274.75           | 103.0%*     |  |
| A30205 51035 OTHER COMPENSATION                  | 22,788             | 9,428                | 32,216            | 29,737.06   | .00          | 2,478.75            | 92.3%       |  |
| A30205 52005 Capital Office Equ                  | 700                | -700                 | 0                 | .00         | .00          | .00                 | .0%         |  |

## YEAR-TO-DATE BUDGET REPORT

| FOR 2021 12                          |              |                       |                    |                      |                   |              |              |                     |             |
|--------------------------------------|--------------|-----------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| ACCOUNTS FOR:<br>A                   | GENERAL FUND |                       | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL   | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
| A30205                               | 52015        | Department Specifi    | 0                  | 11,400               | 11,400            | .00          | 11,400.00    | .00                 | 100.0%      |
| A30205                               | 52015        | 19PSP Department Sp   | 0                  | 900                  | 900               | 900.00       | .00          | .00                 | 100.0%      |
| A30205                               | 52015        | 20HSG Department Sp   | 0                  | 250,818              | 250,818           | 249,725.68   | 1,092.13     | .00                 | 100.0%      |
| A30205                               | 52060        | Capital Computer E    | 0                  | 18,365               | 18,365            | 18,365.00    | .00          | .00                 | 100.0%      |
| A30205                               | 54000        | TELEPHONE             | 38,500             | 12,500               | 51,000            | 50,591.89    | .00          | 408.11              | 99.2%       |
| A30205                               | 54001        | COPYING/PRINTING      | 500                | 0                    | 500               | 244.21       | .00          | 255.79              | 48.8%       |
| A30205                               | 54005        | Office Materials &    | 1,500              | 0                    | 1,500             | 1,492.59     | .00          | 7.41                | 99.5%       |
| A30205                               | 54014        | RENEWALS MTN AGREE    | 286,000            | -286,000             | 0                 | .00          | .00          | .00                 | .0%         |
| A30205                               | 54015        | Maintenance Agreeem   | 0                  | 243,635              | 243,635           | 243,458.90   | .00          | 176.10              | 99.9%       |
| A30205                               | 54015        | PSP Maintenance Agr   | 0                  | 110,491              | 110,491           | 110,491.30   | .00          | -.30                | 100.0%*     |
| A30205                               | 54020        | POSTAGE               | 500                | 0                    | 500               | 216.15       | .00          | 283.85              | 43.2%       |
| A30205                               | 54025        | UTILITIES             | 42,000             | -4,000               | 38,000            | 34,368.51    | 3,541.03     | 90.46               | 99.8%       |
| A30205                               | 54035        | EDUCATION & TRAINI    | 7,500              | 0                    | 7,500             | 6,895.74     | 30.00        | 574.26              | 92.3%       |
| A30205                               | 54040        | ASSOC/MEMBERSHIP D    | 250                | 0                    | 250               | 247.00       | .00          | 3.00                | 98.8%       |
| A30205                               | 54045        | Travel & Sustenanc    | 1,000              | 0                    | 1,000             | 551.00       | .00          | 449.00              | 55.1%       |
| A30205                               | 54048        | 22IC Prog Spec Mate   | 0                  | 1,572,840            | 1,572,840         | 422,188.63   | 80,427.55    | 1,070,223.82        | 32.0%       |
| A30205                               | 54048        | COVID19 Prog Spec Mat | 0                  | 23,000               | 23,000            | 23,765.23    | .00          | -765.23             | 103.3%*     |
| A30205                               | 54050        | Equip. Repairs & M    | 7,500              | 116,500              | 124,000           | 84,362.23    | 40,416.88    | -779.11             | 100.6%*     |
| A30205                               | 54055        | COVID19 PROFESSIONAL  | 0                  | 30,640               | 30,640            | 30,640.00    | .00          | .00                 | 100.0%      |
| A30205                               | 54060        | LEGAL NOTICES / AD    | 200                | -200                 | 0                 | .00          | .00          | .00                 | .0%         |
| A30205                               | 54067        | REAL PROPERTY RENT    | 30                 | 0                    | 30                | 20.00        | .00          | 10.00               | 66.7%       |
| A30205                               | 54070        | INSURANCE             | 49,086             | 0                    | 49,086            | 52,185.84    | .00          | -3,099.84           | 106.3%*     |
| A30205                               | 54085        | CLOTHING & UNIFORM    | 7,680              | -1,500               | 6,180             | 6,175.48     | .00          | 4.52                | 99.9%       |
| A30205                               | 54213        | I/D COPIER            | 525                | 0                    | 525               | 533.14       | .00          | -8.14               | 101.6%*     |
| A30205                               | 58020        | RETIREMENT            | 154,953            | 0                    | 154,953           | .00          | .00          | 154,953.00          | .0%         |
| A30205                               | 58030        | FICA                  | 84,671             | 0                    | 84,671            | 76,262.79    | .00          | 8,408.21            | 90.1%       |
| A30205                               | 58040        | WORKERS COMP          | 33,915             | 0                    | 33,915            | 34,365.79    | .00          | -450.79             | 101.3%*     |
| A30205                               | 58060        | HEALTH INS            | 224,585            | 0                    | 224,585           | 166,605.15   | .00          | 57,979.45           | 74.2%       |
| A30205                               | 58062        | DENTAL INS            | 1,534              | 0                    | 1,534             | 1,270.08     | .00          | 263.92              | 82.8%       |
| A30205                               | 58065        | VISION CARE BENEFIT   | 333                | 0                    | 333               | 219.00       | .00          | 114.00              | 65.8%       |
| A30205                               | 97100        | 2E911 SERIAL BOND P   | 108,800            | 0                    | 108,800           | 108,800.00   | .00          | .00                 | 100.0%      |
| A30205                               | 97110        | 2E911 SERIAL BOND I   | 73,066             | 0                    | 73,066            | 73,066.00    | .00          | .00                 | 100.0%      |
| TOTAL EMERGENCY RESPONSE & COMMUNCTN |              |                       | 2,232,610          | 462,177              | 2,694,786         | 2,724,858.50 | 136,907.59   | -166,979.68         | 106.2%      |
| TOTAL GENERAL FUND                   |              |                       | 1,953,410          | 225,323              | 2,178,733         | 2,357,370.45 | 136,907.59   | -315,545.22         | 114.5%      |
| TOTAL REVENUES                       |              |                       | -279,200           | -1,811,694           | -2,090,894        | -486,345.06  | .00          | -1,604,548.53       |             |
| TOTAL EXPENSES                       |              |                       | 2,232,610          | 2,037,017            | 4,269,626         | 2,843,715.51 | 136,907.59   | 1,289,003.31        |             |

## YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

|             | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL   | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|-------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| GRAND TOTAL | 1,953,410          | 225,323              | 2,178,733         | 2,357,370.45 | 136,907.59   | -315,545.22         | 114.5%      |

\*\* END OF REPORT - Generated by Scott Roman \*\*

January 2022

**911**

- Staffing issues
  - Filled vacancy with one PROVISIONAL hire, pending civil service test results
  - One ADA compliance situation in dispatch.
- Cut over to fiber optic lines still an issue for dispatch
- Redundant paging link work is being started by United Radio
  - New connections to Virgil and Cortlandville towers
- Auto discovery recordings case load is taking around 2 hours per day
- Beginning preliminary discussions with Tompkins County for shared services
- Frontier Communications has decided to exit the new 911 equipment business; they are honoring all current contracts.

**22 West Court Street**

- Fiber Optic connection contract is progressing with IT, work was slowed due to pandemic
- Further progress - Bidding/awarding of construction is on hold until 2022.

**Emergency Management**

- All hazard plan with Tetra Tech has been accepted by FEMA; the process continues for acceptance by each municipality in the County
- Work beginning with FEMA for Tropical Storm Fred (Preble, Homer, County, Truxton)
- Attending regional grant workshop on October 28

**Fire Service**

- Opening in State Fire Instructors for Cortland County was filled; Jay Riley from Homer.
- Using NYS State fire for Fire investigations
- Small group exploring grant opportunities for new radios.
- Still supporting repairs to radios under grant funding

## YEAR-TO-DATE BUDGET REPORT

| FOR 2021 12                                |                    |                      |                   |            |              |                     |             |  |
|--------------------------------------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|--|
| ACCOUNTS FOR:<br>A GENERAL FUND            | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |  |
| <b>A341043 FIRE / EMERGENCY MANAGEMENT</b> |                    |                      |                   |            |              |                     |             |  |
| A341043 43306 20HSG HOMELAND SEC           | -24,900            | 0                    | -24,900           | .00        | .00          | -24,900.00          | .00%        |  |
| TOTAL FIRE / EMERGENCY MANAGEMENT          | -24,900            | 0                    | -24,900           | .00        | .00          | -24,900.00          | .00%        |  |
| <b>A341044 FIRE / EMERGENCY MANAGEMENT</b> |                    |                      |                   |            |              |                     |             |  |
| A341044 44305 20EMP FIRE/EMERGEN           | -23,162            | 0                    | -23,162           | -17,946.00 | .00          | -5,216.00           | 77.5%*      |  |
| A341044 44305 22HMP FIRE/EMERGEN           | 0                  | -5,172               | -5,172            | .00        | .00          | -5,172.00           | .00%        |  |
| TOTAL FIRE / EMERGENCY MANAGEMENT          | -23,162            | -5,172               | -28,334           | -17,946.00 | .00          | -10,388.00          | 63.3%       |  |
| <b>A34105 FIRE / EMERGENCY MANAGEMENT</b>  |                    |                      |                   |            |              |                     |             |  |
| A34105 43305 23EMP EMERGENCY MAN           | 0                  | 0                    | 0                 | -2,136.28  | .00          | 2,136.28            | 100.0%      |  |
| A34105 43306 19SHS HOMELAND SEC            | 0                  | -3,229               | -3,229            | -3,463.13  | .00          | 234.54              | 107.3%      |  |
| A34105 44389 19HMG OTHER PUBLIC            | 0                  | -10,030              | -10,030           | -5,859.14  | .00          | -4,170.93           | 58.4%*      |  |
| A34105 44389 23SHS OTHER PUBLIC            | 0                  | -57,278              | -57,278           | -18,147.36 | .00          | -39,130.64          | 31.7%*      |  |
| A34105 51005 PERSONAL SERVICES             | 93,679             | 0                    | 93,679            | 117,200.32 | .00          | -23,521.32          | 125.1%*     |  |
| A34105 51005 20EMP PERSONAL SERV           | 23,162             | 0                    | 23,162            | 17,946.00  | .00          | 5,216.00            | 77.5%       |  |
| A34105 51005 20HSG PERSONAL SERV           | 24,900             | 0                    | 24,900            | .00        | .00          | 24,900.00           | .00%        |  |
| A34105 51005 23EMP PERSONAL SERV           | 0                  | 0                    | 0                 | 2,136.28   | .00          | -2,136.28           | 100.0%*     |  |
| A34105 52015 Department Specifi            | 2,500              | 0                    | 2,500             | 2,479.44   | .00          | 20.56               | 99.2%       |  |
| A34105 52015 23SHS Department Sp           | 0                  | 47,278               | 47,278            | 31,044.49  | .00          | 16,233.51           | 65.7%       |  |
| A34105 54000 TELEPHONE                     | 0                  | 45                   | 45                | 148.12     | .00          | -103.12             | 329.2%*     |  |
| A34105 54000 19SHS TELEPHONE, CE           | 0                  | 3,229                | 3,229             | 2,349.79   | .00          | 878.80              | 72.8%       |  |
| A34105 54001 PRINTING/COPYING              | 750                | -241                 | 509               | 509.00     | .00          | .00                 | 100.0%      |  |
| A34105 54005 Office Materials &            | 750                | 0                    | 750               | 750.00     | .00          | .00                 | 100.0%      |  |
| A34105 54006 Medical Materials             | 400                | 0                    | 400               | 400.00     | .00          | .00                 | 100.0%      |  |
| A34105 54012 SPECIAL SUPPLIES &            | 3,000              | -3,000               | 0                 | .00        | .00          | .00                 | .00%        |  |
| A34105 54015 Maintenance Agreeem           | 10,000             | -751                 | 9,249             | 9,249.16   | .00          | .00                 | 100.0%      |  |
| A34105 54015 23SHS Maintenance A           | 0                  | 10,000               | 10,000            | 4,893.00   | .00          | 5,107.00            | 48.9%       |  |
| A34105 54020 POSTAGE                       | 500                | -450                 | 50                | 39.60      | .00          | 10.40               | 79.2%       |  |
| A34105 54025 UTILITIES                     | 4,500              | -2,720               | 1,780             | 3,654.79   | .00          | -1,874.79           | 205.3%*     |  |
| A34105 54035 EDUCATION & TRAINI            | 8,000              | 3,708                | 11,708            | 11,641.54  | 21.00        | 45.46               | 99.6%       |  |
| A34105 54040 ASSOC/MEMBERSHIP D            | 200                | 0                    | 200               | 200.00     | .00          | .00                 | 100.0%      |  |
| A34105 54045 Travel & Sustenanc            | 500                | 3,876                | 4,376             | 1,497.00   | 943.92       | 1,934.84            | 55.8%       |  |

## YEAR-TO-DATE BUDGET REPORT

| FOR 2021 12                       |       |                     |                    |                      |                   |            |              |                     |             |
|-----------------------------------|-------|---------------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| ACCOUNTS FOR:<br>A GENERAL FUND   |       |                     | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
| A34105                            | 54047 | MILEAGE REIMBURSEM  | 5,000              | -5,000               | 0                 | .00        | .00          | .00                 | .0%         |
| A34105                            | 54048 | Prog Spec Material  | 0                  | 3,417                | 3,417             | 3,417.28   | .00          | .00                 | 100.0%      |
| A34105                            | 54048 | 22HMP Prog Spec Mat | 0                  | 5,172                | 5,172             | .00        | .00          | 5,172.00            | .0%         |
| A34105                            | 54050 | Equip. Repairs & M  | 1,400              | 78                   | 1,478             | 2,132.56   | .00          | -654.56             | 144.3%*     |
| A34105                            | 54055 | 19HMG PROFESSIONAL  | 0                  | 10,030               | 10,030            | 9,229.63   | .00          | 800.44              | 92.0%       |
| A34105                            | 54074 | VEHICLE INSURANCE   | 900                | 26                   | 926               | 926.21     | .00          | .00                 | 100.0%      |
| A34105                            | 54078 | Fuel                | 2,000              | 508                  | 2,508             | 2,503.38   | .00          | 4.62                | 99.8%       |
| A34105                            | 54085 | CLOTHING & UNIFORM  | 500                | -500                 | 0                 | .00        | .00          | .00                 | .0%         |
| A34105                            | 54300 | Vehicle Repairs &   | 2,000              | 1,517                | 3,517             | 3,511.98   | .00          | 4.58                | 99.9%       |
| A34105                            | 58020 | RETIREMENT          | 19,844             | 0                    | 19,844            | .00        | .00          | 19,844.00           | .0%         |
| A34105                            | 58030 | FICA                | 10,843             | 0                    | 10,843            | 9,954.47   | .00          | 888.53              | 91.8%       |
| A34105                            | 58040 | WORKERS COMP        | 3,990              | 53                   | 4,043             | 4,043.03   | .00          | .00                 | 100.0%      |
| A34105                            | 58060 | HEALTH INS          | 25,789             | 0                    | 25,789            | 15,026.44  | .00          | 10,762.23           | 58.3%       |
| A34105                            | 58062 | DENTAL INS          | 180                | 0                    | 180               | 180.96     | .00          | -.96                | 100.5%*     |
| A34105                            | 58065 | VISION CARE BENEFIT | 40                 | 0                    | 40                | 39.00      | .00          | 1.00                | 97.5%       |
| TOTAL FIRE / EMERGENCY MANAGEMENT |       |                     | 245,327            | 5,738                | 251,065           | 227,497.56 | 964.92       | 22,602.19           | 91.0%       |
| TOTAL GENERAL FUND                |       |                     | 197,265            | 566                  | 197,831           | 209,551.56 | 964.92       | -12,685.81          | 106.4%      |
| TOTAL REVENUES                    |       |                     | -48,062            | -75,709              | -123,771          | -47,551.91 | .00          | -76,218.75          |             |
| TOTAL EXPENSES                    |       |                     | 245,327            | 76,275               | 321,601           | 257,103.47 | 964.92       | 63,532.94           |             |

## YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

|             | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|-------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| GRAND TOTAL | 197,265            | 566                  | 197,831           | 209,551.56 | 964.92       | -12,685.81          | 106.4%      |

\*\* END OF REPORT - Generated by Scott Roman \*\*