



Cortland County Legislature

Legislative Session

Legislative Chambers
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Thursday, February 22, 2024

6:00 PM

Board Room

Public Hearings

Salute to the Flag

Call to Order

The meeting was called to order at 6:13 PM by Chair of the Legislature Kevin Fitch

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Legislator	Present	
Cathy Bischoff	Cortland County, NY	Legislator	Present	
Reed Cleland	Cortland County, NY	Legislator	Present	
Mitchel Eccleston	Cortland County, NY	Legislator	Present	
Beau Harbin	Cortland County, NY	Minority Leader	Excused	
Paul Heider	Cortland County, NY	Majority Leader	Present	
Linda Jones	Cortland County, NY	Legislator	Present	
Dominick Mantella	Cortland County, NY	Legislator	Present	
William McGovern	Cortland County, NY	Legislator	Present	
Joseph Nauseef	Cortland County, NY	Legislator	Present	
Christopher Newell	Cortland County, NY	Legislator	Present	
Sandra Price	Cortland County, NY	Legislator	Present	
Ronald J. Van Dee	Cortland County, NY	Legislator	Present	
Keith VanGorder	Cortland County, NY	Legislator	Present	
Eugene Waldbauer	Cortland County, NY	Legislator	Present	
Susan Wilson	Cortland County, NY	Legislator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	

Approval of Minutes

1. Cortland County Legislature - Legislative Session - Jan 25, 2024 6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Cathy Bischoff, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

Privilege of the Floor

Proclamations & Recognitions

1. Ruth Stanton Retirement Proclamation

RESULT:	COMPLETED
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Presentation of Petitions, Communications, and Notice

Receive and File

Reports of Standing, Special and Ad Hoc Committees

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

AGENDA ITEM NO. 1 – Appoint Members - Agricultural and Farmland Protection Board

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF FITCH

RESOLUTION NO. 40-24

Appoint Members - Agricultural and Farmland Protection Board

WHEREAS, Resolution No. 182-93 created the Cortland County Agricultural and Farmland Protection Board; AND

WHEREAS, the Agricultural and Markets Law Section 302 (b) designates appointments are to be made by the Chair of the Legislature; NOW THEREFORE BE IT

RESOLVED, that the following be and hereby are appointed to the Cortland County Agricultural and Farmland Protection Board for the terms indicated below:

Name	Address/Designation	Capacity	Term to Expire
Christopher Newell	60 Central Avenue Cortland, NY 13045	Legislator	12/31/2027
Chelsea Jones	60 Central Avenue Cortland, NY 13045	Cooperative Extension	12/31/2027
Trisha Hiemstra	60 Central Avenue Cortland, NY 13045	Director of Planning	Duration of Term

AGENDA ITEM NO. 2 – Advocating that the New York State Senate and Assembly Support the Bill to Allow for Online Publication of Public Notices

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Paul Heider, Majority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF FITCH

RESOLUTION NO. 41-24

Advocating that the New York State Senate and Assembly Support the Bill to Allow for Online Publication of Public Notices

WHEREAS, Cortland County currently designates the Cortland Standard and The Homer News as its official newspapers pursuant to the definition of a Newspaper currently set forth in NYS General Construction (GCN) Chapter 22, Article 2; AND

WHEREAS, small daily print newspapers across the United States and in New York State have seen significant reductions in staffing and capacity to cover local news events, leading to lower subscriber numbers, and a lower volume of locally-relevant stories and features; AND

WHEREAS, there is growing interest among Legislators and County staff to consider alternative options for official public notice that reach a wider audience; AND

WHEREAS, the purpose of New York State Assembly Bill A02067 (same as NYS Senate bill S00125) is to allow online publication of public notices; AND

WHEREAS, such online publication must provide general interest news daily for a defined geographic location and must have been continuously published for at least one year prior to online notices; AND

WHEREAS, research shows that most Americans consume news and information though media and online, and daily newspaper journals have decreased in readership; AND

WHEREAS, these bills would permit this body to publish notices with other local newspapers with an online presence, increasing access to public information and supporting more local journalism; AND

WHEREAS, this body expresses its desire to increase access to public notice and important public information, which requires finding new ways to disseminate information in both print and digital formats; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature supports NYS Assembly Bill A02067 (same as NYS Senate Bill S00125) and encourages the passage of this bill or similar legislation by the Assembly, Senate and subsequent signing by the Governor; AND BE IT FURTHER

RESOLVED, that a copy of this resolution be sent to New York State Governor Kathy Hochul, NYS Senate Bill S00125 Sponsor New York State Senator Patrick Gallivan, NYS Assembly Bill A02067 Sponsor New York State Assemblymember Stephen Hawley, , New York State Senator Lea Webb, New York State Assemblymember Anna Kelles, New York State Assemblymember Jeff Gallahan, and the New York State Association of Counties.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 3 – Authorize Use of Buildings and Grounds Reserve for Fire Alarm System at the County Office Building - Buildings and Grounds

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Paul Heider, Majority Leader
SECONDER:	Mitchel Eccleston, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF HEIDER

RESOLUTION NO. 42-24

Authorize Use of Buildings and Grounds Reserve for Fire Alarm System at the County Office Building - Buildings and Grounds

WHEREAS, the fire alarm system at the Cortland County Office Building is in need of updates or replacement; AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee recognizes the need to replace the fire alarm system with a more modern system; AND

WHEREAS, it is the recommendation of the Cortland County Legislature's Buildings and Grounds Committee to utilize the Buildings and Grounds Reserve funds for the replacement of the fire alarm system at the County Office Building; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby approves the use of the Buildings and Grounds Reserve for the replacement of the fire alarm system at the Cortland County Office Building for a cost not to exceed \$35,000; AND BE IT FURTHER

RESOLVED, the 2024 budget is hereby amended as follows:

Increase:

<u>Account</u>	<u>Amount</u>
A16205.52320 Building Improvements	\$35,000
A351100 Appropriated Reserves	\$35,000

Referred from Highway Committee

AGENDA ITEM NO. 4 – Adopt Dwyer Memorial Park Citizen's Advisory Board By-Laws

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NEWELL

RESOLUTION NO. 43-24

Adopt Dwyer Memorial Park Citizen's Advisory Board By-Laws

WHEREAS, the Cortland County Legislature adopted Resolution No. 298-18 which authorized the establishment of the Dwyer Memorial Park Citizen's Advisory Board; AND

WHEREAS, there is a need to formalize the Dwyer Memorial Park Citizen's Advisory Board with by-laws; AND

WHEREAS, the attached by-laws have been established and approved by the Highway Committee of the Cortland County Legislature; NOW THEREFORE BE IT

RESOLVED, that the attached Dwyer Memorial Park Citizen's Advisory Board By-Laws be and hereby are adopted by the Cortland County Legislature effective immediately; AND BE IT FURTHER

RESOLVED, that a copy of the bylaws shall be kept on file with the Clerk of the Legislature.

AGENDA ITEM NO. 5 – Authorize Supplemental Agreement No. 2 with New York State Department of Transportation/East River Crossing Over Tioughnioga River Bridge BIN 3312310 Replacement - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NEWELL

RESOLUTION NO. 44-24

Authorize Supplemental Agreement No. 2 with New York State Department of Transportation/East River Crossing Over Tioughnioga River Bridge BIN 3312310 Replacement - Highway Department

WHEREAS, the Cortland County Legislature authorized an agreement with the New York State Department of Transportation for the East River Crossing Bridge (BIN 3312310) Replacement, P.I.N. 375687, by Resolution No. 339-19; AND

WHEREAS, the Project for the East River Crossing Bridge Replacement Project is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds, 15% through NYSDOT AID (Marchiselli Aid) provided the funds are appropriated by the State of New York, and 5% non-federal funds; AND

WHEREAS, the Highway Committee recommended that Barton and Loguidice Engineers, D.P.C. of 443 Electronics Parkway Liverpool, NY 13088 provide Professional Engineering Services to the Cortland County Highway Department; AND

WHEREAS, the Cortland County Legislature approved said agreement with Barton and

Loguidice, D.P.C by Resolution No. 244-20; AND

WHEREAS, the Cortland County Legislature approved an Agreement with the New York State Department of Transportation (NYSDOT) for the Acquisition of Right of Way property by Resolution No. 57-21; AND

WHEREAS, during the preliminary design phase it was also determined that the Right of Way phase of the project would be completed by the consultant instead of the NYSDOT because of possible schedule concerns; AND

WHEREAS, the increased amount that will be allocated in Supplemental Agreement No. 2 of \$110,900.00 was budgeted in account HH51225.52100.ERRBR and HH51225.54055.ERRBR with Resolution No. 137-22; NOW THEREFORE BE IT

RESOLVED, that Supplemental Agreement No. 2 with the NYSDOT amends the contract end date to 12/31/2028, amends a previously adopted Schedule “B” (Phases, Sub-phase/Tasks, and Allocation of Responsibility), amends a previously adopted Agreement by replacing the Appendix A dated October 2019 with the Appendix A dated June 2023, and adding phase 2 ROW acquisition and ROW incidentals; AND BE IT FURTHER

RESOLVED, that the Chair of the Legislature of Cortland County, upon review and approval by the County Attorney or designee, is hereby authorized to execute Supplemental Agreement No. 2 with NYSDOT, for the continued design, right of way incidentals and right of way acquisitions of the East River Crossing Bridge Replacement.

AGENDA ITEM NO. 6 – Appoint Member - Syracuse Regional Airport Authority Regional Advisory Board

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NEWELL

RESOLUTION NO. 45-24

Appoint Member - Syracuse Regional Airport Authority Regional Advisory Board

WHEREAS, the Syracuse Regional Airport Authority has requested a representative from Cortland County to serve on the Syracuse Regional Airport Authority Regional Advisory Board, NOW THEREFORE BE IT

RESOLVED, that Keith VanGorder, 130 N. Main Street, Cortland, NY, is hereby appointed to the Syracuse Regional Airport Authority Regional Advisory Board for a term to expire December 31, 2027.

AGENDA ITEM NO. 7 – Increase Budget for Level I Load Rating on Landers Corners Bridge

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NEWELL

RESOLUTION NO. 46-24

Increase Budget for Level I Load Rating on Landers Corners Bridge

WHEREAS, due to the request from the NYSDOT Structures Unit, the County Road Fund balance shall need to be increased to cover the costs to have Barton & Loguidice perform a Level I Load Rating for the Landers Corners Bridge (BIN 3312140); AND

WHEREAS, Cortland County currently has a term agreement with Barton & Loguidice; AND

WHEREAS, there are monies in the County Road fund balance; NOW THEREFORE BE IT

RESOLVED, that the County Road fund balance be amended as follows:

Increase:

D50205.54062	Engineering Fees	\$35,000.00
D359900	Appropriated Fund Balance	\$35,000.00

AGENDA ITEM NO. 8 – Amend 2024 County Road Fund Budget for Rollover Consolidated Local Street and Highway Improvement Program (CHIPS) Funding - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NEWELL

RESOLUTION NO. 47-24

Amend 2024 County Road Fund Budget for Rollover Consolidated Local Street and Highway Improvement Program (CHIPS) Funding - Highway Department

WHEREAS, there are funds remaining for the Consolidated Local Street and Highway Improvement Program (CHIPS) from the 2023 County Road Fund Budget, in an amount of \$1,714,275.54; AND

WHEREAS, these remaining funds are eligible to be rolled-over to the 2024 County Road Fund Budget; AND

WHEREAS, these funds may be used for Construction Projects; NOW THEREFORE BE IT

RESOLVED, that the 2024 County Road Fund Budget be amended as follows:

Increase Revenues

D511243.43501

County Road Fund CHIPS Revenue

\$1,714,275.54

Increase Expenses

D51125.54077

Construction Expenses

\$1,714,275.54

AGENDA ITEM NO. 9 – Abolish One Position of Senior Engineer/Create One Position of Project Manager - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Cathy Bischoff, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NEWELL

RESOLUTION NO. 48-24

Abolish One Position of Senior Engineer/Create One Position of Project Manager - Highway Department

WHEREAS, the needs of the Highway Department will be better served by abolishing one (1) Senior Engineer position and creating one (1) Project Manager position; AND

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

RESOLVED, that one (1) position of Senior Engineer (Grade 25, CSEA, \$33.1102-\$41.9091, competitive class, full time with benefits) be and hereby is abolished effective February 22, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Project Manager (Grade 25, CSEA, \$33.1102-\$41.9091, competitive class, full time with benefits) be created with permission to fill effective February 23, 2024 at 12:01 am.

AGENDA ITEM NO. 10 – Authorize Agreement with St. Pauly Textile, Inc. - Textile Recycling at Recycling Center

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Paul Heider, Majority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NEWELL

RESOLUTION NO. 49-24

Authorize Agreement with St. Pauly Textile, Inc. - Textile Recycling at Recycling Center

WHEREAS, the Cortland County Recycling Center wishes to add textile recycling; AND

WHEREAS, St. Pauly Textile, Inc. has a program for textile recycling; AND

WHEREAS, the Cortland County Legislature's Highway Committee recommends entering into an agreement, at no cost to the County, with St. Pauly Textile, Inc. for textile recycling at the Cortland County Recycling Center; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to enter into an agreement with St. Paul Textile, Inc. for textile recycling at the Cortland County Recycling Center.

Referred from Government Operations Committee

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 11 – Authorize Galvanized Steel Detention Gate Replacement Funding for Cortland County Jail - Sheriff's Office

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF PRICE

RESOLUTION NO. 50-24

Authorize Galvanized Steel Detention Gate Replacement Funding for Cortland County Jail - Sheriff's Office

WHEREAS, the Cortland County Jail galvanized steel detention gate/door is in need of replacement; AND

WHEREAS, the 2024 Jail Budget, A31505, was not budgeted with adequate funds for the new replacement of the galvanized detention gate/doors; AND

WHEREAS, funds are required for the replacement of the galvanized detention gate/door at the jail; AND

WHEREAS, the Judiciary and Public Safety Committee recommends using the Jail Project Reserve fund for the replacement of the detention gate/door; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes the use of the Jail Project Reserve for the replacement of galvanized steel detention gate with 3/8" woven rod and 3 new hinges at the jail; AND BE IT FURTHER

RESOLVED, the 2024 budget is hereby amended as follows:

Increase: Account Number A31505.52320 Building Improvements \$20,998.00

Increase: Account Number A351100 Appropriated Reserves \$20,998.00

Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 12 – Authorize Agreement for 2022 Mobility Management Capital Agreement Contract

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Wilson, Legislator
SECONDER:	Cathy Bischoff, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF WILSON

RESOLUTION NO. 51-24

Authorize Agreement for 2022 Mobility Management Capital Agreement Contract

WHEREAS, the Cortland County Legislature adopted Resolution No. 244-22, which authorized the County of Cortland to submit a request for the consolidated grant funds to the New York State Department of Transportation, pursuant to Federal Section 5311, Title 49 United States Code, for projects(s) to provide public mass transportation service for fixed route and demand responsive service throughout the County, with limited service to contiguous counties by Cortland County's public transportation provider and the purchase of capital equipment that would consist of transportation facility, new buses, other equipment, that would be used by Cortland County's public transportation provider and the continuation of Mobility Management for fiscal years 2021, 2022 and 2023 and has a committed local share; AND

WHEREAS, the New York State Department of Transportation is requesting a resolution to indicate Cortland County's acceptance of the Mass Transportation Capital Agreement under State Contract Number C004119 to include specific PIN Numbers:

PIN Number 3790.02.102	2022 Mobility Management Program (ADTAP)
PIN Number 3790.04.102	2022 Mobility Management Program

; NOW THEREFORE BE IT

RESOLVED, that the total project cost is \$211,648; AND BE IT FUTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign the New York State Department of Transportation Mass Capital Agreement Contract C004119 for specific PIN Numbers stated above.

AGENDA ITEM NO. 13 – Adopt Transit Passenger and Visitor Standards and Conduct Policy

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Wilson, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF WILSON

RESOLUTION NO. 52-24

Adopt Transit Passenger and Visitor Standards and Conduct Policy

WHEREAS, there has been no formal policy for the Cortland County Transportation System addressing standards of conduct on transit vehicles; AND

WHEREAS, the Passenger and Visitor Standards of Conduct Policy will be shared and posted for

the general public, as well as provide guidance to the operator; AND

WHEREAS, the Cortland County Planning Department and the Agriculture, Planning and Environment Committee recommends the adoption of a Passenger and Visitor Standards of Conduct Policy to help ensure the safety, health, and welfare of transit staff, passengers, and the general public; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature, upon approval of the County Attorney, hereby adopts the attached Cortland County Transit Passenger and Visitor Standards of Conduct Policy effective immediately; AND BE IT FURTHER

RESOLVED, that said policy shall be made available to the general public.

Referred from Health & Human Services Committee

AGENDA ITEM NO. 14 – Authorize Agreement Medical Consultant and Abolish Medical Advisor Position - Health Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF VAN DEE

RESOLUTION NO. 53-24

Authorize Agreement Medical Consultant and Abolish Medical Advisor Position - Health Department

WHEREAS, the Cortland County Health Department is required by provisions under New York State Public Health Law that a local health department with a Public Health Director must have a Medical Consultant; AND

WHEREAS, the needs of the Health Department will be better served by abolishing one (1) position of Medical Advisor (off scale Management Compensation Plan), and terminating contract no. 138-22 (Resolution no. 180-22) Medical Consultant for Tuberculosis Control Activities, and contracting with a Medical Consultant having tuberculosis control activities incorporated into the responsibilities of the Medical Consultant; AND

WHEREAS, licensed physician, Douglas D. MacQueen, MD, of 108 Besemer Hill Rd, Ithaca, New York 14850, is knowledgeable and up-to-date with current public health requirements; AND

WHEREAS, a fee of \$3,050 per month will be paid to the contractor; AND

WHEREAS, the 2024 budget will need to be amended as follows:

		Current	Inc/(Dec)	Balance
A40105.51010.4000	Personal Services	\$29,900	\$(10,000)	\$19,900
A40105.58020.4000	Personal Services	\$51,661	\$(15,000)	\$36,661
A40105.54815.4000	Contracted Agencies	\$-0-	\$30,500	\$30,500
A40115.54815.4037	Contracted Agencies	\$ 6,600	\$(5,500)	\$1,100

; AND

WHEREAS, the term for this agreement shall be from March 1, 2024 through February 28, 2026, with the right to renew by the parties for 2 year terms, up to 3 renewals total; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Medical Advisor (off scale Management Compensation Plan) be and hereby is abolished effective February 22, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that the 2024 budget be amended as follows:

		Current	Inc/(Dec)	Balance
A40105.51010.4000	Personal Services	\$29,900	\$(10,000)	\$19,900
A40105.58020.4000	Personal Services	\$51,661	\$(15,000)	\$36,661
A40105.54815.4000	Contracted Agencies	\$-0-	\$30,500	\$30,500
A40115.54815.4037	Contracted Agencies	\$ 6,600	\$(5,500)	\$1,100

RESOLVED, that the Cortland County Administrator and the Public Health Director, upon review and approval by the County Attorney or designee, are authorized to execute agreements for the provision Medical Consultant activities with Douglas D. MacQueen, MD, of 108 Besemer Hill Rd., Ithaca, NY 14850, for the period March 1, 2024 through February 28, 2026; AND BE IT FURTHER

RESOLVED, amendments to the contract during the term and renewals will be considered on an as needed basis.

AGENDA ITEM NO. 15 – Abolish One Position of Principal Account Clerk and One Position of Speech Language Pathologist/Create One Position of Programs Coordinator - Health Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF VAN DEE

RESOLUTION NO. 54-24

Abolish One Position of Principal Account Clerk and One Position of Speech Language Pathologist/Create One Position of Programs Coordinator - Health Department

WHEREAS, the needs of the Health Department will be better served by abolishing one (1) full time Principal Account Clerk position and one Speech Language Pathologist (per diem) position and creating one (1) full time Programs Coordinator position; AND

WHEREAS, the Health and Human Services Committee recommends the abolition and creation of these positions; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Principal Account Clerk (Grade 13, CSEA, \$21.5585-27.2876/HR, competitive class, full time with benefits) and one (1) position of Speech Language Pathologist (Grade 28, CSEA, \$37.2145-47.1041/HR, competitive, per diem, up to 17 hr/wk) be and hereby is abolished effective February 22, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Programs Coordinator (Grade 11, Management Compensation Plan, \$53,514-71,227, competitive class, full time with benefits) be created with permission to fill effective February 23, 2024 at 12:01 am.

AGENDA ITEM NO. 16 – Abolish One Position of Mental Health Practitioner (Part Time)/ Increase Hours Two Mental Health Practitioners - Mental Health Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF VAN DEE

RESOLUTION NO. 55-24

Abolish One Position of Mental Health Practitioner (Part Time)/ Increase Hours Two Mental Health Practitioners - Mental Health Department

WHEREAS, the needs of the Mental Health Department will be better served by abolishing one part time position of Mental Health Practitioner and increasing the hours for two Mental Health Practitioner positions; AND

WHEREAS, the Health and Human Services Committee recommends the abolition and increase in hours of these positions; NOW THEREFORE BE IT

RESOLVED, that one part time position of Mental Health Practitioner (Management, off-scale, \$70.2312/hour, competitive, up to 17 hours per week) hereby is abolished effective February 22, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that two positions of Mental Health Practitioner (Management, off-scale, \$70.2312/hour, competitive, full time with benefits) be increased from 35 hours to 40 hours per week effective February 23, 2024 at 12:01 am.

AGENDA ITEM NO. 17 – 2024 Budget Modification - Code Blue/MMIS/Family Assistance - Department of Social Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF VAN DEE

RESOLUTION NO. 56-24

2024 Budget Modification - Code Blue/MMIS/Family Assistance - Department of Social Services

WHEREAS, the 2024 County Budget requires modifications due to information obtained late in the planning cycle; NOW THEREFORE BE IT

RESOLVED, that the 2024 County Budget be and hereby is amended as follows:

Increase:

Expense:

A60105.54800.4696	Code Blue	\$50,560.00
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Revenue:

A601043.43689.4696	Code Blue	\$50,560.00
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Increase:

Expense:

A60105.56102

MMIS

\$176,224.00

Decrease:

Expense:

A60105.56109

Family Assistance

\$176,224.00

Referred from Finance & Administration Committee

AGENDA ITEM NO. 18 – Reject Application for the Correction of Certain Errors on Tax Bills Over \$2,500 - Real Property Tax Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF BISCHOFF

RESOLUTION NO. 57-24

Reject Application for the Correction of Certain Errors on Tax Bills Over \$2,500 - Real Property Tax Services

WHEREAS, Section 554 of the New York State Real Property Tax Law provides a mechanism for the correction of errors on Real Property Tax Rolls by the County Legislature based upon the recommendation of the Director of the County Real Property Tax Services Agency pursuant to an application by an entitled person in cases involving clerical errors, unlawful entries or certain errors in essential fact; AND

WHEREAS, the Director of Real Property Tax Services has received an Application for Corrected Tax Roll for Creative Enterprises Owego, LLC; AND

WHEREAS, the Director of Real Property Tax Services performed the required investigation pursuant to Real Property Tax Law and denied the application; AND

WHEREAS, the tax levying body has final authority to reject the application based on the investigation by the Director of Real Property Tax Services; NOW THEREFORE BE IT

RESOLVED, that pursuant to Section 554 of the Real Property Tax Law, the County Legislature does hereby reject the application of Creative Enterprises Owego, LLC; AND BE IT FURTHER

RESOLVED, that the Chair of the Legislature be and hereby is authorized to deny and make notation on the application of Creative Enterprises Owego, LLC; AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature be and hereby is directed to mail the rejected application to Creative Enterprises Owego, LLC and retain a copy for records pursuant to records retention laws.

AGENDA ITEM NO. 19 – Distribution of Fourth Quarter 2023 Sales Tax

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF BISCHOFF

RESOLUTION NO. 58-24

Distribution of Fourth Quarter 2023 Sales Tax

WHEREAS, the Cortland County Legislature adopted Resolution No. 221-18, which provides for the distribution of sales tax from the County to local municipalities; AND

WHEREAS, the sales tax sharing agreement provides for the deduction directly from the gross sales tax distribution received from the State of New York a fixed sum of \$1,500,000 for County purposes, with the remaining balance of the revenues to be distributed for use by the County, City of Cortland, and the various municipalities within Cortland County; AND

WHEREAS, the gross deduction for County purposes will be provided for quarterly; AND

WHEREAS, the 2023 fourth quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for the fourth quarter 2023 to be \$9,550,483.44; AND

WHEREAS, the total amount available for distribution is \$9,175,483.44, after the direct deduction for County purposes; AND

WHEREAS, individual municipalities by resolution have opted to apply a portion of their sales tax dollars to off-set the property tax levy and that amount (\$725,000.00) is to be withheld from the quarterly distribution; AND

WHEREAS, Cortland County receives (54%), or \$4,954,761.06 of the total net quarterly distribution; AND

WHEREAS, respective payments are now ready for disbursement; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the County Treasurer or designee to release sales tax payments for the fourth quarter of 2023 as so stated below from Account No. A19855.54101 in either the form of a county check or by direct bank transfer as per the request of the receiving municipality:

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
Cortland, City of	\$1,628,648.31	\$-0-	\$1,628,648.31	\$-0-
Cincinnatus, Town of	\$69,922.00	\$-0-	\$69,922.00	\$-0-
Cortlandville, Town of	\$801,483.58	\$-0-	\$801,483.58	\$-0-
Cuyler, Town of	\$67,520.63	\$(28,750.00)	\$38,770.63	\$-0-
Freetown, Town of	\$53,496.98	\$-0-	\$53,496.98	\$-0-
Harford, Town of	\$75,526.09	\$-0-	\$75,526.09	\$-0-
Homer, Town of	\$275,737.47	\$-0-	\$275,737.47	\$-0-

Homer, Village of	\$196,603.46	\$-0-	\$196,603.46	\$-0-
Lapeer, Town of	\$106,629.43	\$(82,500.00)	\$24,129.43	\$-0-
Marathon, Town of	\$81,541.42	\$-0-	\$81,541.42	\$-0-
Marathon, Village of	\$42,011.11	\$-0-	\$42,011.11	\$-0-
McGraw, Village of	\$36,149.06	\$-0-	\$36,149.06	\$-0-
Preble, Town of	\$143,623.74	\$-0-	\$143,623.74	\$-0-
Scott, Town of	\$85,411.61	\$-0-	\$85,411.61	\$-0-
Solon, Town of	\$79,992.64	\$-0-	\$79,992.64	\$-0-
Taylor, Town of	\$43,848.49	\$-0-	\$43,848.49	\$-0-
Truxton, Town of	\$103,573.84	\$-0-	\$103,573.84	\$-0-
Virgil, Town of	\$261,324.38	\$(25,000.00)	\$236,324.38	\$-0-
Willet, Town of	\$67,678.14	\$-0-	\$67,678.14	\$-0-
Total	\$4,220,722.38	\$(136,250.00)	\$4,084,472.38	\$-0-

, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer or designee is hereby directed to deposit the County's "off the top" sum of \$375,000 in the appropriate reserves and accounts as designated in Resolution No. 283-21.

AGENDA ITEM NO. 20 – Microenterprise Assistance Program Grant Award - Le Puppet Regime

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	William McGovern, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF BISCHOFF

RESOLUTION NO. 59-24

Microenterprise Assistance Program Grant Award - Le Puppet Regime

WHEREAS, the Cortland County Legislature's Finance and Administration Committee was empaneled as the Cortland County Microenterprise Assistance Program Review Committee on February 13, 2024 for the purpose of reviewing applications received for the Microenterprise Grant Program, AND

WHEREAS, following said review the Committee recommended that Le Puppet Regime, LLC, of 16 West Main Street, Marathon, NY 13803, be awarded \$31,500 from the Microenterprise program, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby accepts and approves the recommendation of the Cortland County Microenterprise Assistance Program Review Committee and hereby awards the sum \$31,500.00 to Le Puppet Regime, LLC from the Cortland County Microenterprise Assistance Program funding, AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Cortland County Legislature, upon review of the County Attorney or designee, is hereby authorized to prepare and execute any and all agreements and sub-recipient agreements necessary and incident to this award.

Announcements

Adjournment

The meeting was closed at 6:28 PM



Cortland County Legislature

Legislative Session

Legislative Chambers

Cortland, NY 13045

<http://www.cortland-co.org>

~ Minutes ~

Thursday, January 25, 2024

6:00 PM

Board Room

Public Hearings

1. Local Law "A" of 2024 - a Local Law to Repeal Local Law 10 of 2023, a Local Law Overriding Tax Levy Limit for Fiscal Year 2024

RESULT:	CLOSED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

Salute to the Flag

Call to Order

The meeting was called to order at 6:11 PM by Chair of the Legislature Kevin Fitch

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Legislator	Present	
Cathy Bischoff	Cortland County, NY	Legislator	Present	
Reed Cleland	Cortland County, NY	Legislator	Present	
Mitchel Eccleston	Cortland County, NY	Legislator	Present	
Beau Harbin	Cortland County, NY	Minority Leader	Present	
Paul Heider	Cortland County, NY	Majority Leader	Present	
Linda Jones	Cortland County, NY	Legislator	Present	
Dominick Mantella	Cortland County, NY	Legislator	Present	
William McGovern	Cortland County, NY	Legislator	Present	
Joseph Nauseef	Cortland County, NY	Legislator	Present	
Christopher Newell	Cortland County, NY	Legislator	Present	
Sandra Price	Cortland County, NY	Legislator	Present	
Ronald J. Van Dee	Cortland County, NY	Legislator	Present	
Keith VanGorder	Cortland County, NY	Legislator	Present	
Eugene Waldbauer	Cortland County, NY	Legislator	Present	
Susan Wilson	Cortland County, NY	Legislator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	

Minutes Acceptance: Minutes of Jan 25, 2024 6:00 PM (Approval of Minutes)

Approval of Minutes

1. Cortland County Legislature - Legislative Session - Dec 21, 2023 6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

2. Cortland County Legislature - Organizational Meeting - Jan 3, 2024 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

3. Cortland County Legislature - Special Meeting - Jan 16, 2024 11:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

Privilege of the Floor

Proclamations & Recognitions

1. Mahlon Irish, Jr. Proclamation

RESULT:	COMPLETED
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2. Chuck Miller Proclamation

RESULT:	COMPLETED
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Presentation of Petitions, Communications, and Notice

Receive and File

1. Receive and File - IDA Notice - AK Community LLC Project Real Property Exemption Application

RESULT:	RECEIVE & FILE [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

2. Receive & File IDA PILOT Notice - Pyrotek Incorporated

RESULT:	RECEIVE AND FILE [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator

AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

3. Receive & File - Annual Coroner Report (Dec. '22 - Dec. '23)

RESULT: **RECEIVE & FILE [UNANIMOUS]**
MOVER: Sandra Price, Legislator
SECONDER: Joseph Nauseef, Legislator
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

Reports of Standing, Special and Ad Hoc Committees

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

AGENDA ITEM NO. 1 – Appoint Members Cortland County Solid Waste Permit Board of Hearing

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Kevin Fitch, Chair of the Legislature
SECONDER: Beau Harbin, Minority Leader
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 11-24

Appoint Members Cortland County Solid Waste Permit Board of Hearing

WHEREAS, the Cortland County Legislature adopted Local Law No. 2 of 2018 a local law to amend Local Law No. 4 of 2017 and Local Law No. 8 of 2014, to introduce flow control of solid waste generated within the county of Cortland; AND

WHEREAS, Section 5(1)(e) of said local law provides for the appointment of a Board of Hearing which among other duties is required to conduct adjudicatory proceedings and appeals relating to alleged violation(s) of Local Law No. 4 of 2017, as amended by Local Law 2 of 2018; AND

WHEREAS, said local law requires these appointments to be made at the first regular meeting following the Cortland County Legislature's Organizational meeting; NOW THEREFORE BE IT

RESOLVED, that Cathy Bischoff, of 16 ½ Ellwood Ave., Cortland, NY 13045, shall serve as Chair of the Solid Waste Permit Board of Hearing; AND BE IT FURTHER

RESOLVED, that Leo Riley, of 5 Stanford Drive, Homer NY, 13077, shall serve on the Solid Waste Permit Board of Hearing; AND BE IT FURTHER

RESOLVED, that Kathie Arnold of 3175 Route 13, Truxton, NY 13158, shall serve on the Solid Waste Permit Board of Hearing; AND BE IT FURTHER

RESOLVED, that the terms of the Board of Hearing Members shall run concurrent with the Legislature and shall expire on December 31, 2027.

AGENDA ITEM NO. 2 – Appoint Members - Central New York Regional Planning and Development Board

RESULT: ADOPTED [UNANIMOUS]
MOVER: Kevin Fitch, Chair of the Legislature
SECONDER: Beau Harbin, Minority Leader
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 12-24

Appoint Members - Central New York Regional Planning and Development Board

WHEREAS, the terms of Cortland County Representatives have expired on the Central New York Regional Planning and Development Board; NOW THEREFORE BE IT

RESOLVED, that the following be appointed in conformance with the Regional Planning and Development Board By-Laws:

Name	Capacity	Term Expiration
Kevin Fitch	County Legislative Chair	12/31/25
Beau Harbin	Legislative Planning Committee Chair	12/31/25
Christopher Newell	County Legislator	12/31/25
Scott Steve	Local Elected Official	12/31/24
Trisha Hiemstra	Cortland County Planning Director	12/31/24
Brendan O'Bryan	At-Large Representative	12/31/24
Patrick Clune	At-Large Representative	12/31/24

AGENDA ITEM NO. 3 – Appoint Member - Region 7 Fish and Wildlife Management Board

RESULT: ADOPTED [UNANIMOUS]
MOVER: Kevin Fitch, Chair of the Legislature
SECONDER: Beau Harbin, Minority Leader
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 13-24

Appoint Member - Region 7 Fish and Wildlife Management Board

WHEREAS, the term of the Legislative Representative and Sportsman Representative of the Sportsmen's Club of the Region 7 Fish and Wildlife Management Board has expired; AND

WHEREAS, the County is authorized to appoint a Legislative Representative, Sportsman Representative and a Landowner Representative to said Board; NOW THEREFORE BE IT

RESOLVED, that Jared Popoli of 116 South Main Street, Homer, NY 13077 be and hereby is appointed to the Region 7 Fish & Wildlife Management Board as the Sportsman Representative for a term

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ending December 31, 2025; AND BE IT FURTHER

RESOLVED, that Allen Pankhurst of 39 N. West Street, Homer, NY 13077 be and hereby is appointed to the Region 7 Fish & Wildlife Management Board as the Legislature Representative for a term ending December 31, 2025; AND BE IT FURTHER

RESOLVED, that the Clerk of the Cortland County Legislature submit a certified copy of this resolution to the NYS Department of Environmental Conservation located in Cortland, New York.

AGENDA ITEM NO. 4 – Appoint Member - Cortland County Jury Board/Louis Folmer Supreme Court Law Library

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 14-24

Appoint Member - Cortland County Jury Board/Louis Folmer Supreme Court Law Library

WHEREAS, it is required pursuant to Article 16, Section 503a, 1 of Judiciary Law that one Legislator be appointed to the Cortland County Jury Board; AND

WHEREAS, a seat is designated for a County Legislator as Trustee for the Louis H. Folmer Supreme Court Law Library; NOW THEREFORE BE IT

RESOLVED, that Sandra Price, of 1189 Church Street, Cortland, NY 13045, is hereby appointed to the Cortland County Jury Board, as the Legislative Representative, for a term commencing immediately and ending December 31, 2025; AND BE IT FURTHER

RESOLVED, that Sandra Price is hereby appointed as the Legislative Representative and sitting Trustee for the Louis H. Folmer Supreme Court Law Library for a term commencing immediately and ending December 31, 2025.

AGENDA ITEM NO. 5 – Appoint Legislative Liaison to the Cortland County Fire Advisory Board

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 15-24

Appoint Legislative Liaison to 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

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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 Mitchel Eccleston, of 3228 State Route 26, Cincinnatus, NY 13040 is hereby appointed as the legislative liaison to the Cortland County Fire Advisory Board, to serve without compensation for a term expiring December 31, 2024.

AGENDA ITEM NO. 6 – Appoint Member - Cornell Cooperative Extension of Cortland County Board of Directors

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 16-24

Appoint Member - Cornell Cooperative Extension of Cortland County Board of Directors

WHEREAS, the Cortland County Legislature is provided two seats on the Cornell Cooperative Extension of Cortland County Board of Directors; NOW THEREFORE BE IT

RESOLVED, that Beau Harbin, of 25 West Court Street, Cortland, New York 13045, and Mitchel Eccleston, of 3228 State Route 26, Cincinnatus, NY 13040, be and hereby are appointed to the Cornell Cooperative Extension of Cortland County Board of Directors for a term ending December 31, 2027.

AGENDA ITEM NO. 7 – Appoint Liaison - Cortland County Coalition for Long Term Care, Inc.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 17-24

Appoint Liaison - Cortland County Coalition for Long Term Care, Inc.

WHEREAS, the Cortland County Coalition for Long Term Care, Inc. develops, implements, and coordinates innovative community based continuing care services, promotes the provision of services that will enhance the quality of life for all individuals, and examines the unmet needs in the continuum of care, educates the community and policy makers regarding long term care and enhances the communication among providers; AND

WHEREAS, the Cortland County Legislature believes designating a liaison is in the best interests of the County; NOW THEREFORE BE IT

RESOLVED, that Ronald VanDee, of 7 Taylor Street, Cortland, NY 13045, is hereby appointed to fill the Legislative Liaison position to the Cortland County Coalition for Long Term Care, Inc. for a term to expire December 31, 2027.

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AGENDA ITEM NO. 8 – Appoint Members - Southern Tier East Regional Planning Development Board (STERPDB)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Kevin Fitch, Chair of the Legislature
SECONDER: Linda Jones, Legislator
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 18-24

Appoint Members - Southern Tier East Regional Planning Development Board (STERPDB)

WHEREAS, the terms of membership of the Cortland County representatives to the Southern Tier East Regional Planning Development Board (STERPDB) have expired; AND

WHEREAS, Cortland County is entitled to three representatives; NOW THEREFORE BE IT

RESOLVED, that the following individuals be appointed to STERPDB for a two-year term as follows:

Beau Harbin	County Legislator	Term Expires 12/31/25
Brendan O'Bryan	Cortland County Economic Development Professional	Term Expires 12/31/25
Trisha Hiemstra	County Planning Director	Term Expires 12/31/25

AGENDA ITEM NO. 9 – Establish Cortland County Strategic Development Plan Steering Committee (SDPSC)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Kevin Fitch, Chair of the Legislature
SECONDER: Beau Harbin, Minority Leader
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 19-24

Establish Cortland County Strategic Development Plan Steering Committee (SDPSC)

WHEREAS, Cortland County's current comprehensive plan, titled *Land Use Plan for Cortland County*, was created in June 1978, and being over 40 years old, this plan is severely outdated and has not been referenced in decades; AND

WHEREAS, Cortland County has been awarded \$100,000 from the Federal Appalachian Regional Commission (ARC) and \$90,000 from an Empire State Development Strategic Planning and Feasibility Study Grant for the creation of a new strategic plan for Cortland County; AND

WHEREAS, the cost to Cortland County, to satisfy a cash match requirement for the implementation of the program, is \$10,000; AND

WHEREAS, the new strategic plan for Cortland County is titled *Strategic Development Plan for Cortland County*; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 137-23 awarding the contract for consulting services to create a Cortland County strategic development plan to MRB Group, D.P.C; AND

WHEREAS, the Cortland County Legislature recognizes the need to collect ideas and input from key stakeholders, municipal leaders and experts, as well as from the public; AND

WHEREAS, it is the recommendation of the Chair of the Legislature to appoint a Strategic Development Plan Steering Committee (SDPSC) consisting of key stakeholders, municipal leaders and experts to work with MRB Group, D.P.C. to create the Strategic Development Plan; AND

WHEREAS, the Strategic Development Plan Steering Committee will be tasked with providing input and advice on the Plan's process, documentation, existing conditions, technical studies, and potential opportunities for growth; AND

WHEREAS, the Strategic Development Plan Steering Committee will hold regular meetings and keep the public informed and engaged throughout the Plan's process; AND

WHEREAS, the Agriculture, Planning and Environmental Committee and Chair of the Legislature be provided with regular updates on the Plan; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature be and hereby establishes the Strategic Development Plan Steering Committee effective immediately, with said committee dissolving on December 31, 2027 or unless discharged by a subsequent resolution; AND BE IT FURTHER

RESOLVED, that the Strategic Development Plan Steering Committee is tasked with assisting MRB Group, D.P.C. with the creation of the Strategic Development Plan for Cortland County and providing said plan to the legislature for final approval; AND BE IT FURTHER

RESOLVED, that the following individuals be and hereby are appointed to the Strategic Development Plan Steering Committee effective immediately, for a term ending December 31, 2025:

Name	Title
Melanie Vilardi	Deputy County Administrator, Cortland County
Trisha Hiemstra	Planning Director, Cortland County
Beau Harbin	County Legislator, Cortland County (Chair of Agriculture, Planning & Environmental Committee)
Brendan O'Bryan	Executive Director, Cortland County Business Development Corporation and Industrial Development Agency
Michelle Enright	Executive Director, Cortland County Convention & Visitor's Bureau
Bob Haight	President/CEO, Cortland Area Chamber of Commerce
Amy Buggs	Workforce Development Director, Cortland County

AGENDA ITEM NO. 10 – Appoint Members to the Cortland County Industrial Development Agency Board of Directors

Mr. Harbin MADE A MOTION TO AMEND the resolution to remove "at the end of the two years" from the end of the first RESOLVED clause; Mr. Heider SECONDED THE MOTION; and, upon unanimous voice vote of members present, MOTION CARRIED.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH**RESOLUTION NO. 20-24****Appoint Members to the Cortland County Industrial Development Agency Board of Directors**

WHEREAS, pursuant to General Municipal Law 856, the Cortland County Legislature, on recommendation of the Chair of the Cortland County Legislature, is required to appoint the members of the Industrial Development Agency Board of Directors; NOW THEREFORE BE IT

RESOLVED, that the following individuals are appointed to the Industrial Development Agency Board of Directors effective immediately for a two-year term to expire 12/31/25 or until such time that the Cortland County Legislature make new appointments by Resolution:

Stephen Compagni, 1657 Lighthouse Hill Road Homer, New York 13077
 Donald Richards, 692 Hatchers Run Cortland New York, 13045
 Michael McMahon, 5005 Creal Road Homer New York 13077
 Deborah Hayden, 6271 State Route 281 Preble New York 13141
 Johanna Ames, 972 Beechwood Lane Cortland New York 13045
 Clint Brooks, 6438 East Homer Baltimore Road Homer New York 13077
 Dr. Kathleen Burke, 16 Lansing Avenue Cortland New York 13045

; AND BE IT FURTHER

RESOLVED, that Michael McMahon shall serve as Chair of said Board.

AGENDA ITEM NO. 11 – Appoint Members - Soil and Water Conservation District Board of Directors

Ms. Bischoff MADE A MOTION to suspend the Rules of Order to entertain a resolution to appoint members to the Soil and Water Conservation District Board of Directors; Mr. Harbin SECONDED THE MOTION; and, upon unanimous voice vote of members present, MOTION CARRIED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF FITCH**RESOLUTION NO. 21-24****Appoint Members - Soil and Water Conservation District Board of Directors**

WHEREAS, according to the Soil and Water Conservation District Law as passed by the legislature of the State of New York, "When a county has been declared a soil and water conservation district, a board of directors consisting of five members shall be appointed by the county board. This board of directors shall consist of two members of the county board and three persons not members of the

county board... two of whom shall be practical farmers. One of these farmers shall be appointed from a list submitted by the county grange, one of these farmers shall be appointed from a list submitted by the county farm bureau.", AND

WHEREAS, the terms of members is one year for Legislative Representatives and three years for other members of the Board, NOW THEREFORE BE IT

RESOLVED, that the following be and hereby are appointed to serve as members of the Soil and Water Conservation District Board of Directors:

Name	Address	Capacity	Term Expiration
Linda Jones	2087 E. River Road Homer, NY 13077	Legislative Representative	12/31/2024
William McGovern	28 West Main Street Marathon, NY 13803	Legislative Representative	12/31/2024
John Phelps	5878 Dillon Road Homer, NY 13077	Grange Representative	12/31/2026

Referred from Building & Grounds Committee

Referred from Highway Committee

AGENDA ITEM NO. 12 – Abolish One Position of Fiscal Manager/Create One Position of Executive Administrative Officer - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF NEWELL

RESOLUTION NO. 22-24

Abolish One Position of Fiscal Manager/Create One Position of Executive Administrative Officer - Highway Department

WHEREAS, the needs of the Highway Department will be better served by abolishing one (1) Fiscal Manager position and creating one (1) Executive Administrative Officer position; AND

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

RESOLVED, that one (1) position of Fiscal Manager (Grade 11, Management Compensation Plan, \$53,514-71,227, competitive class, full time with benefits) be and hereby is abolished effective January 25, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Executive Administrative Officer (Grade 11, Management Compensation Plan, \$53,514-71,227, competitive class, full time with benefits) be created with permission to fill effective January 26, 2024 at 12:01 am.

Referred from Government Operations Committee

AGENDA ITEM NO. 13 – Authorize Creation of the Cortland County Legislature's Rules of Order Citizen's Advisory Committee

Mr. Nauseef MADE A MOTION TO AMEND the resolution to change "five" to "six" and add "Cathy Bischoff" in the third RESOLVED clause; Mr. Harbin SECONDED THE MOTION; and, upon unanimous voice vote of members present, MOTION CARRIED.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF NAUSEEF

RESOLUTION NO. 23-24

Authorize Creation of the Cortland County Legislature's Rules of Order Citizen's Advisory Committee

WHEREAS, Article XIV (1) of the Cortland County Legislature's Rules of order states that it is the intent of this Legislature to determine the rules of its own proceedings pursuant to County Law §153 and Local Law No. 2 for year 1972 establishing the County Legislature with the power to enact local laws or rules governing the conduct of the members at such sessions and the manner of transaction business thereat; AND

WHEREAS, the Cortland County Legislature's Rules of Order were last adopted on October 26, 2023 per Resolution No. 183-23; AND

WHEREAS, Article XII (12)(C) of those rules task the Legislature's Government Operations Committee with all matters concerning operation and revision of these rules; AND

WHEREAS, Article XII (11) of those rules state that special committees shall be created by resolution for a period not to exceed the term of the Legislature adopting the resolution; AND

WHEREAS, there is a need to examine those rules periodically to recognize various procedural and operational changes; AND

WHEREAS, the County will benefit from having a dedicated group specifically focused on reviewing and recommending potential changes to those rules; AND

WHEREAS, the Government Operations Committee recommends the creation of a Citizen's Advisory Committee consisting of legislators and key personnel to review and recommend changes to those rules; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby creates a Rules of Order Citizen's Advisory Committee; AND BE IT FURTHER

RESOLVED, that the Committee shall be tasked with reviewing the Cortland County Legislature's Rules of Order and providing recommendations to the Government Operations Committee; AND BE IT FURTHER

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RESOLVED, that the Committee shall be comprised of the following six individuals:

Paul Heider, Chair
Sandra Price
Mitchel Eccleston
Victoria Monty
Savannah Hempstead
Cathy Bischoff

; AND BE IT FURTHER

RESOLVED, that the term of the Committee shall be until December 31, 2027, unless discharged by Resolution of the Cortland County Legislature prior to that date.

AGENDA ITEM NO. 14 – Authorize Authority Deputy County Administrator - Personnel Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Mitchel Eccleston, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF NAUSEEF

RESOLUTION NO. 24-24

Authorize Authority Deputy County Administrator - Personnel Department

WHEREAS, the position of Deputy County Administrator was created in the 2023 budget; AND

WHEREAS, the Cortland County Legislature wishes this position to have a civil service classification of exempt with the authority to act on behalf of and in the absence of the County Administrator; NOW THEREFORE BE IT

RESOLVED, that Cortland County Legislature authorizes the duties of the Deputy County Administrator to include acting on behalf of and in the absence of the County Administrator effective immediately.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 15 – Abolish One Position of Assistant Public Defender/Create One Position of Associate Assistant Public Defender/Assistant Public Defender - Public Defender's Office

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF PRICE

RESOLUTION NO. 25-24

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

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

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

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

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

AGENDA ITEM NO. 16 – Authorize Annual Salary Increases for Special Patrol Officers

Mr. Harbin MADE A MOTION TO AMEND the resolution to add the following language:

WHEREAS, the four (4) part-time Special Patrol Officers (School Resource Officers) are paid for by the school districts which they serve; AND

Mr. Heider SECONDED THE MOTION; and, upon unanimous voice vote of members present, MOTION CARRIED.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Mitchel Eccleston, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF PRICE

RESOLUTION NO. 26-24

Authorize Annual Salary Increases for Special Patrol Officers

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

WHEREAS, the four (4) part-time Special Patrol Officers (School Resource Officers) are paid for by the school districts which they serve; AND

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

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

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

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AGENDA ITEM NO. 17 – Authorize Annual Stipend for Additional Duties STOP DWI Coordinator and Administrative Assistant - Sheriff's Department

A roll call vote was taken as follows:

	Votes	AYE	NAY	Total
Bentley (LD1)	2744	1		2744
Bischoff (LD3)	2743	1		2743
Cleland (LD10)	2995	1		2995
Eccleston (LD17)	3379	1		3379
Harbin (LD2)	2747	1		2747
Heider (16)	3192	1		3192
Jones (LD9)	2989		1	0
Mantella (LD6)	2740	1		2740
McGovern (LD 15)	2734	1		2734
Nauseef (LD12)	2819	1		2819
Newell (LD11)	2837	1		2837
Price (LD14)	3344	1		3344
VanDee (LD4)	2743	1		2743
VanGorder (LD7)	2743	1		2743
Waldbauer (LD13)	2853	1		2853
Wilson (LD5)	2744	1		2744
Chairman Fitch (LD8)	2990	1		2990
Total	49336	16	1	46347
		Majority	24669	
		2/3rd	32892	

RESULT: ADOPTED [16 TO 1]
MOVER: Sandra Price, Legislator
SECONDER: Cathy Bischoff, Legislator
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch
NAYS: Linda Jones

ON MOTION OF PRICE

RESOLUTION NO. 27-24

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

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

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

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

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

WHEREAS, the STOP DWI 2024 Plan submitted to the state and the Cortland County 2024 Budget both include compensating the STOP DWI Coordinator and the STOP DWI Administrative

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

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

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

Referred from Agriculture/Planning/Environment Committee

Referred from Health & Human Services Committee

AGENDA ITEM NO. 18 – Appoint Members - Older Americans Act Advisory Council

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 28-24

Appoint Members - Older Americans Act Advisory Council

WHEREAS, the By-Laws of the Older Americans Act Advisory Council of the Cortland County Area Agency on Aging state membership shall be 15-25 voting members with at least fifty percent of the membership to be at least sixty years of age that represent target group seniors according to the Older Americans Act of 1965, as amended, and shall also include representatives of health care provider organizations, including veterans and supportive services provider organizations, be broadly representative of all aspects of the county, and include local elected official and the general public; AND

WHEREAS, Article 4, Section 4, states the term shall be for three years, or appointed to complete a term of a person who has resigned, the new person's length of term is defined as the period of the original member's term, with a maximum of two consecutive terms; NOW THEREFORE BE IT

RESOLVED that the following appointments be appointed/reaffirmed:

Name	Capacity	Term Number	Term Expiration
Jan Dempsey	Community Member	2 nd Term	12/31/2026
Mary Ellen Bloodgood	Community Member	2 nd Term	12/31/2026
Jane Hall	Community Member	1 st Term	12/31/2026
Karen Knauerhase	Community Member	1 st Term	12/30/2026
Chris Newell	Cortland County Legislator	n/a	12/31/2027

AGENDA ITEM NO. 19 – Amend Resolution No. 229-22 - Lease Agreement with 91-101 Main Street LLC - Workforce Development

Mr. Harbin MADE A MOTION TO AMEND the resolution to add the following language:

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RESOLVED, that the lease amount for the period December 1, 2022 to November 30, 2023 was \$122,844 payable in monthly installments of \$10,237; AND BE IT FURTHER

RESOLVED, that the lease amount for the period December 1, 2023 to November 30, 2024 shall be \$126,529.32 payable in monthly installments of \$10,544.11; AND BE IT FURTHER

Ms. Price SECONDED THE MOTION; and, upon unanimous voice vote of members present, MOTION CARRIED.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 29-24

Amend Resolution No. 229-22 - Lease Agreement with 91-101 Main Street LLC - Workforce Development

WHEREAS, the Cortland County Legislature adopted Resolution No. 229-22 authorizing a lease agreement with 91-101 Main Street, LLC from December 1, 2022 to November 30, 2024; AND

WHEREAS, Resolution No. 229-22 included the authorization of a 1.5% annual increase in rent; AND

WHEREAS, the annual increase in rent was negotiated to 3% and not reflected in the resolution; NOW THEREFORE BE IT

RESOLVED, that the lease amount for the period December 1, 2022 to November 30, 2023 was \$122,844 payable in monthly installments of \$10,237; AND BE IT FURTHER

RESOLVED, that the lease amount for the period December 1, 2023 to November 30, 2024 shall be \$126,529.32 payable in monthly installments of \$10,544.11; AND BE IT FURTHER

RESOLVED, that Resolution No. 229 be and hereby is amended to allow for an annual increase of 3% percent over the preceding year's rent in the lease agreement with 91-101 Main Street, LLC from December 1, 2022 to November 30, 2024.

AGENDA ITEM NO. 20 – Appoint Members of Community Services Board and Chemical Dependence Subcommittee - Mental Health

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Mitchel Eccleston, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 30-24

Appoint Members of Community Services Board and Chemical Dependence Subcommittee - Mental Health

Minutes Acceptance: Minutes of Jan 25, 2024 6:00 PM (Approval of Minutes)

WHEREAS, the By-Laws of the Cortland County Community Services Board (CSB), Article 3, Section 1 states that the membership of the organization shall consist of fifteen (15) members, AND Article 7, Section 1 states that membership of the Mental Health (MH), Developmental Disability (DD) and Chemical Dependence (CD) Subcommittees shall consist of nine (9) members appointed by the Cortland County Legislature; AND

WHEREAS, there is a need to fill a Legislative representative position on the Community Services Board and an ex-officio position liaison on the Chemical Dependence Subcommittee; NOW THEREFORE BE IT

RESOLVED that the following appointments be made:

NAME/ADDRESS

TERM EXP

Appoint to Community Services Board:

Douglas Bentley
128 Groton Avenue
Cortland NY 13045

12/31/2027

Appoint Liaison to Chemical Dependence Subcommittee:

Douglas Bentley
128 Groton Avenue
Cortland NY 13045

12/31/2027

AGENDA ITEM NO. 21 – Appoint Members - Community Services Board and Subcommittees - Mental Health Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 31-24

Appoint Members - Community Services Board and Subcommittees - Mental Health Department

WHEREAS, the Bylaws of the Cortland County Community Services Board (CSB), Article 3, Section 1 states that membership of the organization shall consist of (15) fifteen members appointed by the Cortland County Legislature, and Article 7, Section 1 states that the membership of the Mental Health (MH), Developmental Disability (DD) and Chemical Dependence (CD) Subcommittees shall consist of nine (9) members appointed by the Cortland County Legislature; AND

WHEREAS, the term of each member of the Board and Subcommittees shall be four years except when completing the term created by a member resignation or death; AND

WHEREAS, members may serve for a maximum of two consecutive terms unless no recruitment is available; NOW THEREFORE BE IT

RESOLVED, that the following members be and hereby reappoint to the Cortland County Community Services Board and three Subcommittees for second terms beginning February 2024 and

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ending December 31, 2027.

REAPPOINT SECOND TERM (TERM EXPIRATION 12/31/2027):

Community Services Board (CSB)

Julie Partigianoni	5365 Fairlane Rd, Homer NY 13077 - Certified Peer Professional
Timothy Lockwood	721 Lime Hollow Rd., Cortland NY 13045 - Agency Executive

Chemical Dependence Subcommittee (CD)

Timothy Lockwood	721 Lime Hollow Rd., Cortland, NY 13045 - Agency Executive
Jackie Leaf	189 Green Lake Rd., Little York Lake, NY 13087 - Coalition Director
Nicholas Lynch	54 Greenbush St., Cortland NY 13045 - Law Enforcement

Development Disability Subcommittee (DD):

Renee Hettich	25 Floral Ave., Cortland NY 13045 - Parent, Advocate
Gwendolyn Barbato	10 Circle Dr., Cortland NY 13045 - School System, Special Ed

Mental Health Subcommittee (MH)

Julie Partigianoni	5365 Fairlane Rd., Homer NY - Certified Peer Professional
Crystol Benedict	31 Burgett Dr., Homer, NY 13077 - Parent/Family
Amanda Hudson	3914 Highland Rd., Cortland, NY 13045 - School SEC

Mental Health Subcommittee (MH)

Jeanette Dippo	2444 Ridge Rd., McGraw, NY 13101 - Parent/Family
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AGENDA ITEM NO. 22 – Appointment of Youth Board Members - Health Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 32-24

Appointment of Youth Board Members - Health Department

WHEREAS, the members of the Cortland County Youth Board are appointed by the Cortland County Legislature; AND

WHEREAS, the term of the legislative representatives expired on December 31, 2023; NOW THEREFORE BE IT

RESOLVED, that the following be and hereby are appointed as members of the Cortland County Youth Board, to serve without compensation for a term beginning immediately and ending December 31, 2025:

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NAME/REPRESENTING	ADDRESS
Doug Bentley, County Legislator	128 Groton Ave. Cortland, NY 13045
Reed Cleland, County Legislator	18 Nixon Ave. Homer, NY 13077

AGENDA ITEM NO. 23 – Appoint Member - Cortland County Board of Health

RESULT: ADOPTED [UNANIMOUS]
MOVER: Ronald J. Van Dee, Legislator
SECONDER: Reed Cleland, Legislator
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 33-24

Appoint Member - Cortland County Board of Health

WHEREAS, there is a vacancy on the Cortland County Board of Health to be filled with the current Chair of the Health and Human Services Committee, or their designee; NOW THEREFORE BE IT

RESOLVED, that Ronald VanDee of 7 Taylor Street, Cortland, New York 13045, be and hereby is appointed to the Cortland County Board of Health for a term to expire December 31, 2025.

Referred from Finance & Administration Committee

AGENDA ITEM NO. 24 – Local Law 3 of 2024 - a Local Law to Repeal Local Law 10 of 2023, a Local Law Overriding Tax Levy Limit for Fiscal Year 2024

RESULT: ADOPTED [UNANIMOUS]
MOVER: Cathy Bischoff, Legislator
SECONDER: Ronald J. Van Dee, Legislator
AYES: Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF BISCHOFF

RESOLUTION NO. 34-24

Local Law 3 of 2024 - a Local Law to Repeal Local Law 10 of 2023, a Local Law Overriding Tax Levy Limit for Fiscal Year 2024

WHEREAS, the New York State Legislature enacted General Municipal Law §3-c, which establishes a limit upon real property tax levies by local governments; AND

WHEREAS, pursuant to General Municipal Law §3-c (5), a local government may adopt a budget in excess of the tax levy limit only if the governing body of such local government first enacts a local law to override the tax levy limit for the coming fiscal year only; AND

WHEREAS, the Cortland County legislature adopted the 2024 property tax cap override with Resolution No. 189-23 (Local Law No. 10 of 2023) on October 26, 2023; AND

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WHEREAS, New York State law requires the repealing of said override if the County is under the property tax cap to assure that county residents receive a Property Tax Cap refund check; AND

WHEREAS, the proposed Local Law has sat on Legislator's desks for seven days, and a public hearing was held on January 25, 2024; NOW THEREFORE

BE IT ENACTED, by the Cortland County Legislature, Local Law 3 of 2024 - a Local Law to Repeal Local Law 10 of 2023, a Local Law Overriding Tax Levy Limit for Fiscal Year 2024, effective upon filing with the Office of the Secretary of State as provided by Section 27 of the Municipal Home Rule Law.

AGENDA ITEM NO. 25 – Resolution Urging the New York State Governor and Legislature to Include the Empire State Community College Workforce Guarantee in the FY 2025 New York State Budget

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF BISCHOFF

RESOLUTION NO. 35-24

Resolution Urging the New York State Governor and Legislature to Include the Empire State Community College Workforce Guarantee in the FY 2025 New York State Budget

WHEREAS, Tompkins Cortland Community College serves the educational and workforce needs for residents and businesses in Cortland County through high quality, affordable academic and workforce development programs; AND

WHEREAS, the College offers associate degrees, microcredential certifications, early college programs, and non-credit workforce development coursework, serving more than 5,000 students annually; AND

WHEREAS, the State of New York and Cortland County have a need for individuals with the skills and credentials necessary for careers in high-demand sectors including healthcare, advanced manufacturing, IT/cybersecurity, skilled trades and green jobs; AND

WHEREAS, the Empire State Community College Workforce Guarantee is focused on boosting workforce and economic development statewide, delivering a skilled workforce and 20,000 career-ready students annually; AND

WHEREAS, workforce programs in high-demand sectors are also high-cost, and additional funding is necessary for community colleges to hire and retain experienced, specialized faculty to teach; acquire modernized equipment and resources to expand enrollment and programs; and provide crucial wrap-around services, coaching, and career services necessary for student success; AND

WHEREAS, New York's community colleges are requesting \$97 million in additional base state operating support to expand workforce development programs in high-demand, high-cost industries that lead to thriving wage jobs in Cortland County and improved economic sustainability for local families; NOW THEREFORE BE IT

RESOLVED, on the recommendation of the Finance and Administration Committee, that the Cortland County Legislature expresses its full support and urges Governor Hochul and the members of

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the New York State Legislature to include the Empire State Community College Workforce Guarantee and the requested \$97 million in additional base state operating support for New York's community colleges in the FY 2025 New York State Budget to increase the capacity necessary to meet New York State and Cortland County's formidable workforce needs both now and in the future; AND BE IT FURTHER

RESOLVED, that certified copies of this resolution be sent to the New York State Governor Kathy Hochul, Senate Majority Leader Stewart-Cousins, Assembly Speaker Heastie, State Senator Lea Webb, Assemblymember Dr. Anna Kelles and Assemblymember Jeff Gallahan.

AGENDA ITEM NO. 26 – Appoint Member - Cortland County Convention and Visitors Bureau Board of Directors

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF BISCHOFF

RESOLUTION NO. 36-24

Appoint Member - Cortland County Convention and Visitors Bureau Board of Directors

WHEREAS, the Cortland County Convention and Visitors Bureau Board of Directors includes a seat designated for a County Legislator or designee; NOW THEREFORE BE IT

RESOLVED, that Savannah Hempstead, of 9 South Williams Street, Homer, New York 13077, be and hereby is appointed to said Board for a term expiring December 31, 2025.

AGENDA ITEM NO. 27 – Appointing Members - County Sales Tax Sharing Review Committee

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF BISCHOFF

RESOLUTION NO. 37-24

Appointing Members - County Sales Tax Sharing Review Committee

WHEREAS, the current Cortland County Sales Tax Agreement between the County of Cortland and the City of Cortland was adopted June 21, 2018 by Resolution No. 221-18; AND

WHEREAS, the City of Cortland sent a letter on December 28, 2022 notifying the County of the City's intent to enter into negotiations with Cortland County relative to the current sales tax allocations; AND

WHEREAS, the Legislature will benefit from having a committee review the current sales tax sharing agreement in order to negotiate changes to the sales tax sharing agreement with the City; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby establishes a County Sales Tax

Minutes Acceptance: Minutes of Jan 25, 2024 6:00 PM (Approval of Minutes)

Sharing Review Committee; AND BE IT FURTHER RESOLVED

RESOLVED, that, upon recommendation of the Chair of the Legislature and the Finance and Administration Committee, Legislators Kevin Fitch, Paul Heider, Cathy Bischoff, Ronald VanDee and Linda Jones be and hereby are appointed to serve on this committee; AND BE IT FURTHER

RESOLVED, that Legislator Heider is hereby appointed as Chair of the Committee; AND BE IT FURTHER

RESOLVED, the term of committee will expire upon completion of a new Sales Tax Sharing Agreement or December 31, 2027, whichever comes sooner.

AGENDA ITEM NO. 28 – Award Bid - County-Wide Cost Allocation Plan

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF BISCHOFF

RESOLUTION NO. 38-24

Award Bid - County-Wide Cost Allocation Plan

WHEREAS, a Request for Proposals (RFP) was issued on September 26, 2023 for Annual Consolidated County-wide Cost Allocation Plans for FYE 2023, 2024 and 2025 and such bids were due and received by October 26, 2023; AND

WHEREAS, bids were received from the following:

Maximus US Services, Inc. 808 Moorefield Park Dr., Suite 205 Richmond, VA 23236	\$9,500
Venesky & Company 6114 State Route 31 Cicero, NY 13039	\$14,000

; AND

WHEREAS, the bids were evaluated to determine whether they met the specifications of the RFP and compared to identify the company that represents the lowest responsible bidder; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature awards the contract to Venesky & Company as the bid was determined to be in the best interest of the County based on the evaluation performed; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, be and hereby is authorized to enter into an agreement with Venesky & Company, 6114 State Route 31, Cicero, NY 13039, effective January 1, 2024 for a one year term in the amount of \$14,000 with an option to extend for an additional two one-year terms at the same rate of compensation.

Minutes Acceptance: Minutes of Jan 25, 2024 6:00 PM (Approval of Minutes)

AGENDA ITEM NO. 29 – Delegate Authority to the Director of Finance to Approve Payment of Real Property Tax Errors and Omissions

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Wilson, Fitch

ON MOTION OF BISCHOFF

RESOLUTION NO. 39-24

Delegate Authority to the Director of Finance to Approve Payment of Real Property Tax Errors and Omissions

WHEREAS, Section 554 of the New York State Real Property Tax Law provides a mechanism for the correction of errors on Real Property Tax Rolls by the County Legislature based upon the recommendation of the Cortland County Director of Real Property Tax Services pursuant to an application by an entitled person in cases involving clerical errors, unlawful entries or certain errors in essential fact; AND

WHEREAS, Section 554 of the New York State Real Property Tax Law authorizes the County Legislature to delegate to the Director of Finance the authority to approve such corrections in cases where the correction sought does not exceed twenty-five hundred dollars (\$2,500); AND

WHEREAS, Section 556 of the New York State Real Property Tax Law provides a mechanism for the refunding of certain real property taxes by the County Legislature based upon the recommendation of the Cortland County Director of Real Property Tax Services pursuant to an application by a taxpayer in cases involving clerical errors, unlawful entries upon the assessment rolls and certain errors in essential fact; AND

WHEREAS, said Section 556 of the New York State Real Property Tax Law was amended to authorize the County Legislature to delegate to the Director of Finance the authority to approve such refunds in cases where the refund sought does not exceed twenty-five hundred dollars (\$2,500); AND

WHEREAS, both sections also provide that the Director of Finance will report to the County Legislature, on a monthly basis, those refund applications which have been approved during the previous month and further provides that all applications which have been denied by the Director of Real Property Tax Services, in whole or in part, shall be forwarded to the County Legislature for disposition; NOW THEREFORE BE IT

RESOLVED, that pursuant to Sections 554 and 556 of the New York State Real Property Tax Law, the County Legislature does hereby delegate to the Director of Finance the authority to approve corrections to the Real Property Tax Rolls and approve certain refunds of real property taxes as outlined in said Sections 554 and 556 of the New York State Real Property Tax Law, in cases where the refund sought does not exceed the amount of twenty-five hundred dollars (\$2,500); AND BE IT FURTHER

RESOLVED, that pursuant to section 554 and 556 of the New York State Real Property Tax Law that the Director of Finance shall provide a report on or before the 15th day of each month indicating the name of each recipient, location of the property and the amount of the correction and the amount of the refund or credit; AND BE IT FURTHER

RESOLVED, that this delegation of authority shall remain in effect through December 31, 2024.

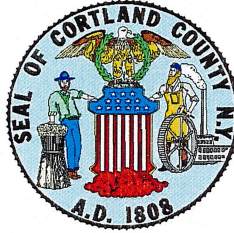
Minutes Acceptance: Minutes of Jan 25, 2024 6:00 PM (Approval of Minutes)

Announcements

Adjournment

The meeting was closed at 6:39 PM

Cortland County Proclamation



Recognizing Retiring Cortland County Employee Ruth Stanton for her Time and Service

WHEREAS, Ruth Stanton is ending her distinguished career with Cortland County and moving into retirement; and

WHEREAS, Ruth Stanton has dedicated 30 years of outstanding service to the Cortland County community; and

WHEREAS, Ms. Stanton served as the Fiscal Officer for the Cortland County Highway Department; and

WHEREAS, Ms. Stanton has demonstrated unwavering commitment and professionalism throughout her tenure, displaying exceptional financial acumen, leadership, and integrity; and

WHEREAS, Ms. Stanton's shoes may be filled, but her knowledge and expertise could never be replaced; and

WHEREAS, the Cortland County Legislature wishes to express its appreciation to Ms. Stanton for her 30 years of dedicated service to the residents of Cortland County; now therefore be it

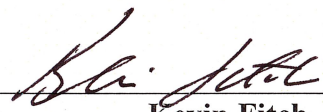
RESOLVED, that the Cortland County Legislature extends its deepest gratitude and appreciation to Ruth Stanton for her outstanding service and leadership as the Fiscal Officer of Cortland County Highway Department; and be it further

RESOLVED, that the Legislature acknowledges Ms. Stanton's experience and knowledge will be greatly missed; and be it further

RESOLVED, that I, Kevin Fitch, Chair of the Legislature, on behalf of the entire Cortland County Legislature, hereby expresses our sincere appreciation to Ruth Stanton for her loyalty to the County of Cortland and wish her much happiness as she begins this exciting new chapter in her life.

IN WITNESS WHEREOF, I have hereunto set my hand this 22nd day of February, 2024.




Kevin Fitch, Chair
Cortland County Legislature

Dwyer Memorial Park Citizen's Advisory Board By-Laws

Article I: Name

The name of this Citizen's Advisory Board shall be the Dwyer Memorial Park Citizens Advisory Board (hereinafter referred to as the "Advisory Board").

Article II: Purpose

Section 1:

The purpose of the Advisory Board is to provide recommendations and guidance to the Superintendent of Highways, or designee, on matters relating to the operation, development, and enhancement of Dwyer Memorial Park.

Article III: Membership

Section 1: Composition

- a) The Advisory Board shall consist of 5 to 7 at-large members appointed by the Cortland County Legislature.
- b) The members shall serve for a term of four years.

Section 2: Qualifications

- a) Members should be residents of the County of Cortland; and
- b) Members should be familiar with Dwyer Memorial Park.

Section 3: Meetings

- a) The Advisory Board shall meet at least 2 times per year.

Article IV: Officers

Section 1: Chairperson

- a) The Advisory Board shall elect a Chairperson from its membership annually; and
- b) The Chairperson shall preside over meetings, communicate with Highway Superintendent or designee, and represent the Advisory Board to county officials and the public.

Section 2: Vice-Chairperson

- a) The Advisory Board shall elect a Vice-Chairperson from its membership annually; and
- b) The Vice-Chairperson shall assume the Chairperson's responsibilities in their absence and perform other duties as assigned.

Article V: Duties and Responsibilities

Section 1: Advisory Role

- a) Provide advice and feedback to the Superintendent of Highways, or designee, on matters related to park operation, maintenance, programming, and improvements;
- b) Review and provide recommendations on proposed park policies, plans, and budget allocations; and
- c) Advocate for the park's preservation, enhancement, and accessibility to all community members.

Section 2: Community Engagement

- a) Serve as a conduit for communication between the Superintendent of Highways, or designee, county officials, and the community.

Article VI: Amendments

Section 1: Amendment Process

- a) These bylaws may be amended by a majority vote of the Advisory Board members and adoption by the Cortland County Legislature.
- b) Proposed amendments shall be provided in writing to all members at least seven (7) days prior to the meeting where the vote will take place.

Article VII: Dissolution

Section 1: Dissolution

- a) The Advisory Board may be dissolved upon a majority vote of the Cortland County Legislature.

Article VIII: Effective Date

These by-laws are effective upon adoption by the Cortland County Legislature.



Personnel Change Justification Form

Requested Change: ☒ Abolish/Create ☐ Reallocation ☐ Abolish ☐ Create

Position Name (s): Create Project Manager Abolish Senior Engineer

Bargaining Unit: CSEA

Purpose and Background:

Create a job title that is appropriate for the actual duties of or current Senior Engineer position.

Fiscal Impact: ☒ County Funded 100 % ☐ Grant Funded _____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 25 Salary Range \$ 33.11-41.90

Requested Grade/Salary of Position: Grade 25 Salary Range \$ 33.11-41.90

Annual Increase: \$ 0 County Share: \$ _____ # of Positions Affected: 1

Goals:

Fill position with a qualified Project Manager.

Operational Impact:

Position is crucial to ensure conformity to contract requirements including quantity and quality of work performed.

Requested By:

Charles Sudbrink

Signature of Requesting Department Head

1/23/2024

Date

Personnel Officer Approval

Signature of Personnel Officer

Signature of Personnel Officer

1/23/24

Date

County Administrator Budget Impact Statement:

County Administrator Approval

Signature of County Administrator

Signature of County Administrator

1/23/2024

Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Signature of Committee Chair after Committee Vote

2/4/24

Date

St. Pauly Textile, Inc.



Clothing Drop-off Shed



Attachment: Textile Recycling - St Paulys (49-24 : Authorize Agreement with St. Pauly Textile, Inc. - Textile Recycling at Recycling Center)

Introduction

St. Pauly Textile, Inc. currently partners with over 1,300 organizations, collecting clothing donations in a uniquely clean and community friendly way. We collect clothing by setting up a beautifully constructed, wood frame, clothing drop-off shed with a single organization (like yours!) in a community or neighborhood. The organization hosting the shed receives funding for all the clothing donated to the shed and benefits from the added community exposure.

Our sheds attract huge amounts of clothing donations through a combination of strict cleanliness, convenience, community partnership, and promotion. As a result, we're able to successfully redistribute clothing all across the U.S. and world.

- We collect over **175,000 pounds** of clothing per day
- In 2022 we shipped over **68 million garments**, which clothed an estimated **8.3 million people**
- In the last 10 years we were able to send over **\$13.5 million dollars** to the organizations that host our clothing sheds

Where Does St. Pauly Textile, Inc. Fit In?

A variety of clothing donation options exist in most communities, including thrift stores, clothing closets, and metal drop-off bins. Despite all these donation options, an EPA study says that 85% of clothing in the U.S. is ultimately thrown away instead of donated. This indicates a very low donation rate (15%).

The three biggest factors that affect donation rates are convenience, cleanliness, and community affiliation. While thrift stores and clothing closets are usually very clean and have a clear community affiliation, many people find them less convenient; this is often because they don't want to haul their donations inside a store front, or they don't want to talk with somebody in order to donate, or the location isn't close to home. Metal drop-off bins, on the other hand, are far more convenient, but they often don't have a direct community affiliation and many of them have a tendency to become unsightly when donations are left outside (due to over-filling and lack of monitoring).

Our clothing shed program bridges the gap by providing a very convenient *and* very clean donation environment, which is also hosted by a local organization (like yours!) that benefits directly from the partnership. These factors will be explained in detail over the next few pages. Our goal is to reach the majority of people that are statistically not donating or are rarely donating. Our experience, history, and reputation as a company show that we are very good at doing this!

Finally, please keep in mind that ***donations to our shed can be used locally.*** You have direct access to the shed if your organization hosts it. Therefore, you have the option of providing clothing to someone in need if the opportunity arises.

Hosting a Clothing Shed – The Basics

Our Responsibility:

1. We supply an attractive, wood frame donation shed
 - Includes an attached sign informing people how and what to donate
 - Includes a sign that can be set up near the road, advertising the shed
 - We provide advanced promotional support
 - We cover the shed under our own liability insurance policy
 - We maintain the shed regularly with paint, repairs, etc.
2. We empty and clean the shed once per week
3. We send you 4 cents per pound of clothing donated (paid monthly)

Your Responsibility:

We ask that a volunteer from your organization regularly access the shed, using keys that we've provided, to move donations away from the donation chute within the shed. This ensures that the donation chute is never obstructed, which means that people will be able to donate easily without ever having to leave anything outside the shed.

This volunteer work usually takes about 15-20 minutes and should be done once or twice per week. At some very high-volume locations, it may need to be done more frequently. These specific volunteer instructions are posted inside the shed:

Volunteer Instructions

1. *Tie off any untied bags that people have donated.*
2. *Bag any clothing that's loose or in boxes, using bags that we keep stocked in the shed for you.*
3. *Move all donations to the other end of the shed (away from the donation chute).*

Frequently Asked Questions

Will there be a mess if I host a shed?

Absolutely not. Our program is specially designed so that our donation sheds remain clean at all times. Not only do our teams empty the shed frequently (**weekly** at most locations), but your volunteer also spends 15-20 minutes once or twice per week moving donations away from the donation chute (as outlined on the previous page) so the donation chute remains unobstructed. This eliminates the possibility that someone donating will ever have to leave donations outside the shed. This is facilitated by our use of an attractive, wood frame shed with plenty of storage space, rather than a small metal bin. Also, people are generally more likely to want to use a donation structure properly if it's hosted by a non-profit organization like yours, as opposed to a business, gas station, restaurant, or plaza. This unique combination of factors has always kept our sheds from becoming dump sites, regardless of what region and community we're operating in.

What kind of items should be donated?

We ask for usable clothing, shoes, belts, purses, blankets, sheets, curtains, pillowcases and stuffed animals. We ask people not to donate electronics, books, household items, toys, garbage, pillows, rags, or fabric scraps.

What if a community member donates an unwanted item?

Statistically, 1 out of every 75 donations through the donation chute is something we're not asking for. You should know that our team is trained to completely empty and clean the shed at each pickup, regardless of what's been donated. We dispose of or recycle any extraneous items.

It's very rare that a community member will leave any sort of large item outside of one of our sheds, due to all the factors detailed above (*Will there be a mess if I host a drop-off?*). If this were to happen, however, we would ask that you notify us right away so that our pick-up team can stop by to remove it immediately. Strict cleanliness is one the most important aspects of our business model.

How often is the shed emptied?

As mentioned previously, most of our sheds are emptied once per week by our pickup teams. A few lower volume sheds, which sometimes include brand new sheds, are

emptied once every two weeks. We closely monitor all our locations for any changes in donation volume.

Where does all the clothing go?

We primarily sell clothing, in bulk, to sorting and shipping companies, who in turn contract with U.S. government agencies, foreign government agencies, relief organizations, and private companies. This is the most cost-effective way for these types of organizations to get large quantities of used clothing for redistribution. The geographic destinations for the clothing are changing constantly, depending upon what is happening in the world at any given time.

Is the clothing shredded or cut up?

Absolutely not. All the usable clothing that we collect is shipped whole-garment so that it can be worn by someone, somewhere in the world. The only exception to this rule is the small percentage of clothing donated by the public that is un-wearable (having holes or stains). This small percentage of clothing is typically sorted out and recycled somewhere down the line.

What if my organization hosts an annual rummage sale or clothing giveaway, or occasionally supports another organization with clothing donations?

You are always welcome to use clothing donations from the shed for your event, or to serve individual needs.

How is my organization compensated?

We send your organization 4 cents for every pound of clothing collected (paid monthly).

The average organization we work with typically receives somewhere between \$50-\$200 per month once the program is well established.

Because it's not feasible for us to weigh bags of clothing at pickups, we use an average bag weight, which is just over 11 lbs. We multiply the average bag weight by the number of bags we collect from your shed every week in order to calculate the total weight.

What can I do to promote the shed locally?

We provide fliers, laminated posters, a digital press release, advertising, and social media support, all at no cost to your organization. If you're willing to make use of these promotional tools, we're excited to provide them.

Is there insurance on the shed?

We have \$10,000,000 of liability insurance covering all our clothing sheds. This is for your protection and for ours. Proof of this insurance can be made readily available if you request it.

Does a contract need to be signed in order to host a shed?

We do not ask for any contracts to be signed. If you need anything from us in writing, however, we're more than happy to provide it. The shed can be easily removed at any time, if requested.

Is St. Pauly Textile, Inc. a for-profit company?

Yes, it is. The company was incorporated in 1996. We currently have over 75 employees and are steadily growing. We're an A+ rated member of the Better Business Bureau, and in the 26 years we've been in operation there has never been a single complaint filed against us. You can read our Better Business Bureau review by searching "St. Pauly BBB" online. The first search engine hit that pops up should be the review.

Where did the name St. Pauly Textile, Inc. come from?

St. Pauly was the nickname of one of the founders of the company, Paul Callerame, who was known for doing a lot of charity work in the city of Rochester, NY. The business adopted that nickname when it was founded.

Where can the shed be placed on our property, and how is it set up?

The shed can be placed anywhere on your property, including behind your building, and it will generally receive a high volume of donations if it's advertised properly. It can be placed on any surface, including grass, gravel, and pavement. If it's placed on grass, it should be placed next to pavement or gravel so that it's easily accessible.

Your local zoning office or building department may require a permit, or at the very least will have restrictions dictating how far the shed must be “set back” from property lines. St. Pauly Textile, Inc. representatives have extensive experience with building, planning, zoning, permits, etc., and will take care of this process from start to finish.

If I host a shed, how many more will I see pop up in my community?

We place clothing drop off sheds far enough apart so they don’t compete with each other. In a small town, we typically seek out only one organization to host a shed. Often in urban/suburban areas there will be a couple of organizations hosting a shed, in order to serve different neighborhoods. However, it’s not cost-effective for us to put sheds on every street corner, particularly because we want to maximize the donation volume as much as possible at each location.

Can people get a tax deduction for donating to the shed?

Yes. There is a sign attached to the shed with a QR code that community members can scan when they donate, which leads to a downloadable receipt form. As per IRS guidelines, they can fill out the estimated value of their donation and turn it in with their taxes for a deduction.

Reviews & Letters of Recommendation

Pastor Bryan Burrell - Community Bible Church

"St Pauly is an amazing blessing to me and to our church. They are attentive to detail, quick to provide assistance and a caring ear. So many people that have dropped things off at our shed have indicated what a blessing it is to them. I cannot recommend them any more highly than this review does. If you have an opportunity to be a blessing and to be blessed don't hesitate to allow one of their sheds in a place for which you have responsibility."

Sheila Bender - Venturing Crew 461 and Cub Scout Pack 106

"Both our BSA Venturing Crew 461 and Cub Scout Pack 106 have clothing sheds, and we love them!! St. Pauly Textile is an awesome company to work with. These sheds allow us the opportunity to offset some of the expenses our scouts incur giving them more opportunities for scouting fun! We also love that we are doing our part to help others and the environment. Thank You St. Pauly Textile Inc."

Pastor Charles Eduardos - All Saints Evangelical Lutheran Church

"We have been so blessed to be affiliated with St Pauly. We love the way the community has responded with clothing donation. The crew has to come weekly to collect all of the clothing, and St Pauly even had to provide us with a larger shed a few weeks ago. We love you St Pauly and appreciate being a small part of the great work you are doing!"

Father Tokarz - St. Joseph the Good Provider

"The St. Pauly Textile shed has been a wonderful addition for our parish. Parishioners and members of our community have been very responsive and supportive of their mission. It always amazes me how quickly the shed fills up and that the truck rolls in on a regular basis to gather all the donations. They even spruced up the shed with a new paint job this past spring. One of the best decisions we've made was to sponsor a shed!"

Cathy Ellis - New Durham Meetinghouse

“Handsome shed and always clean! Great support from the company - they are helpful and wonderful to deal with. The public is glad to have a place to bring clothes, and our group is grateful for the income.”

Barbara Totman - St. Christopher's Parish

“We have had a Saint Pauly clothing shed in our Church parking lot for over 10 years. This is a wonderful company to work with and the work that they do is so valuable!”

Gary Shaffrick - Wethersfield United Methodist Church

“St. Pauly Textile is very easy to work with. The clothing shed has brought in a steady supply of clothing. Our community has embraced it and its mission. I would highly recommend your church establish this program. It's a mission that helps not only other countries but helps our environment by recycling clothes instead of throwing them into our landfills. It's a win-win proposition.”

Anthony Camino - St. Noel Church

“Love having a St. Pauly shed at our church. The company is responsive, and the shed is well maintained. Our community appreciates having a reliable option for their excess clothing. Highly recommend!!”

Monika Katzel - JCC of Greater Rochester

“For us it is truly a WIN/WIN situation. Folks in need of the donated items have access to them and Hadassah and the JCC get a financial reward to help us maintain services to our members and the community. It's a feel-good program - they do the work and we get to feel good that we're not just discarding the items we don't need or want anymore, but donating to those in need.”

Please Google ‘St. Pauly Textile’ to see all the amazing 5-star reviews our shed partners have left for us!

Also, visit our website:
www.StPaulyTextile.com



49 West Avenue Dansville NY 14437 585-335-7707

Dear Joe & Paul,

We appreciate the quality relationship that we have had since you constructed the clothing collection shed on our property. The donations we have received from your organization have helped to offset the ever-increasing expenses of our Kid's Café & Community Soup Kitchen. We have received many positive comments and words of appreciation from members of our community in reference to the availability of a quality place to donate clothing.

Another benefit we have received from having the clothing shed is the increase in community awareness of all the community services we provide through our church and youth center.

Your commitment to cleanliness, consistent and friendly service, as well as the concern you have expressed for our community has made our partnership a pleasant experience.

We look forward to working with you at new locations as we expand our services to other communities in Western New York.

Sincerely,

Rev. Jim Hunt

THE LUTHERAN CHURCH OF MADISON, LCMS

“Serving the Lord and Serving our Community”

9 Britton Lane, Madison, CT 06443

www.lutheranchurchofmadison.com

A Congregation of the Lutheran Church – Missouri Synod

Pastor Volker S. Heide

Dear friends in Christ:

I am writing to recommend St. Pauly Textile and their used clothing drop off shed. Our shed has been very well received by our congregation and community. We are excited that we are able to fulfill our Lord's command in Matthew 25 to give clothing to those who are in need. We are also thankful that everything we collect will be able to help the poor, both here in the United States and around the world.

St. Pauly was very helpful in working with our town to obtain all the permits required. They really did all the work for us. The shed that they delivered is attractive and inviting. They come each week to pick-up the clothing we collect. They also provided us with publicity materials to help promote our project.

Having the used clothing shed has really raised the identity of our congregation in our community. Dozens of people drive into our parking lot each week. I have had contact with several people who have happened to come while I was checking the shed. They have all said that they appreciate having a resource to donate their used clothing for a good cause. They are glad that what they donate will be given to someone who is in need.

I highly recommend St. Pauly Textile and their used clothing collection effort. I am thankful for their service to others and their commitment to help people in need.

In Christ,

Pastor Volker S. Heide

Pastor Volker S. Heide

Home of the 2006, 2007, 2008 NYS Girls' Basketball and 2007 NYS Girls' Bowling Champions

Athletic Office

Thomas Stewart

649 Erie Station Road
West Henrietta, New York 14586
Fax 585-359-7939



Director of Physical Education & Athletics
tstewart@rhnet.org
Phone 585-359-7937



Dear Friends:

I would like to take this opportunity to extend my sincere appreciation to St. Pauly Textile! Our athletic department has been fortunate enough to be supported by this organization. St. Pauly has donated a significant amount of funding to our program.

We have had a St. Pauly clothes shed at Rush-Henrietta High School for over five years. Our varsity teams receive funds each month from the amount of clothes collected in the box. The total amount has been well over \$15,000!

We are very appreciative of this support and look forward to maintaining this relationship in the future. It gives us great satisfaction to be able to help people from around the world with the clothing, while at the same time raising much needed funds for our athletic program. I highly recommend for any organization to take full advantage of this outstanding opportunity.

Sincerely,

Thomas Stewart
Director of Athletics

J. Kenneth Graham, Jr., Ph.D., Superintendent of Schools

Crane Elementary • Fyle Elementary School • Leary Elementary School • Sherman Elementary School • Winslow Elementary School
Burger Middle School • Roth Middle School • Rush-Henrietta Ninth Grade Academy • Rush-Henrietta Senior High School

**Upton Grange #125
26 School Street
Upton, MA 01568
Richard Perkins, President**

To: The St. Pauly Textile Team

Dear Friends,

I am writing to you on behalf of members of Upton Grange #125. We have had a shed from St. Pauly on our property for a few years now and it has been a great asset to our community. It doesn't take up a lot of room but fits a lot of clothes. We fill it just about every month! We are a family fraternal organization who does community service for our town and surrounding towns. The shed allows us to offer an opportunity to Upton residents to donate their clothing at a convenient location. It is also very simple for us to upkeep and doesn't take a lot of our member's time. We have someone go up a couple times a week just to make room in the shed as people drop off bags and to make sure no items are in there that shouldn't be. It is a very easy way to give back to the community and to those in need.

We also make money every month just for having the shed which is an added bonus. It is a win win for everyone in our opinion! We would highly recommend this program to any organization/business who are looking to give back in their community. Thank you for contacting us to take part in your efforts.

Sincerely,

Tracee Perkins
Secretary of Upton Grange # 125

St. Richard's Parish + Sterling, Massachusetts

4 Bridge Street, P.O. Box 657, 01564

978-422-8881

To Whom It May Concern:

I am writing this letter to express my thanks to the St. Pauly Textile company for the clothing shed that we have been using now for over a year.

The people of my parish have responded very well and use the shed regularly. They like the idea that the clothing will not be shredded but used by people who need it. They also like the idea that the monies that we receive go directly to our Youth Ministry Program!

The clothing shed which they provided is first rate and looks great on the parish grounds. It sounded like a good idea and has proven itself to be a great idea. Even though we were the only church in our county to be part of this, St. Pauly was happy to drive here regularly to do the pick up, far from most of their other churches in New York State! The hope is to gather more churches into this program.

I highly recommend this to pastors and I hope it spreads. I am sure it will because it is easy, neat and clean, and efficient.

Gratefully,



(Rev.) James M. Steuterman
Pastor
Diocese of Worcester

Amherst Church of the Nazarene

849 N. French Rd, Amherst, NY 14228

pastor@amherstnaz.org (716) 691-7795 www.amherstnaz.org

Patrick A. Fleming, Pastor

Then Jesus came to them and said, "All authority in heaven and on earth has been given to me. Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age."

Matthew 28:18-20

Dear Joe and Team:

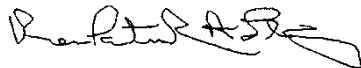
We would like to thank you for the opportunity to be part of this awesome ministry. It is so rewarding to know that we are contributing to the efforts of clothing people around the world by collecting used apparel that might otherwise be thrown away or shredded for other usage.

Our partnership continues to be a tremendous blessing to my congregation. We average approximately \$300-\$400 a month through the placement of the clothing shed on our property. The check we received for June was almost \$800! These funds have helped to pay off our mortgage and now provide the necessary resources for a variety of ministries in and around the community.

To our surprise, the shed has proved to be a strategic instrument of contact with the general public. We are known as the "church with the clothing shed" by those that frequent our neighborhood. We also find many opportunities to have personal contact with individuals that normally would not come to our church. They come to drop off clothing and a simple "thank you" from one of the congregation often opens a conversation that builds a bridge with a neighbor.

Your continued support of this ministry and our community is greatly appreciated. Together we are making a difference!

Sincerely,



Rev. Patrick A. Fleming

Hope Hall SCHOOL

Mr. Joe DeGeorge
St. Pauly Textile, Inc.
1067 Gateway Dr.
Farmington, NY 14425

Dear Joe:

Thank you so much for your on-going support of Hope Hall and for the generous \$433.00 donation. We are so thrilled to learn that 10,825 pounds of clothing was collected from our drop-off box in October. This shows what a valuable service you are supplying to our community and we are very pleased to be in partnership with you for this worthwhile project.

We would also like to thank you for understanding that an education that truly meets the needs of the children at Hope Hall will be the key that empowers them to support themselves and contribute to the good of our society. Your continued efforts will help us to continue this most valuable work. On behalf of these precious children and their families, I thank you.

Please know that you are always most welcome to visit Hope Hall and meet the children whom you are helping. You and your intentions will remain in my daily prayers.

Sincerely,



Sister Diana Dolce, S.S.J.
Founder & Executive Director



St. Pauly Textile,

I personally am very thankful for your organization. We had been approached at the church a few years ago about placing one of your clothing sheds on our property, however, I could not convince my co-workers to go with the shed. The immediate picture was a yellow bin overflowing with clothing and items.

In the meantime, I had seen one of your sheds, placed at another location in Rhode Island, that I passed everyday into work. It was a beautiful structure and I never saw the shed overflowing.

A few years passed and we were looking for a way to meet the needs of our parishioners and their many requests to donate clothing. I brought up the shed again. I searched online and found they had many new locations. I called St. Pauly and asked for a representative to revisit our site. I received a very prompt response and this time I was able to convince the church to allow the shed.

First off, the shed is beautiful! There is no liability. There is no contract. They pay you monthly for clothing pick ups. They provide tax deductible receipts right on the shed. They pick up weekly. If we no longer want the shed here, they will take it away. They allow us to access the shed and encourage it. We have the right to go through the clothing and use it for our own rummage sale or our food pantry clothing rack. There is no mess and if the shed needed repair, they will send someone out to repair it. What is there not to like about this shed? I believe it is a win-win for everyone.

I firmly believe this is a good company and the clothing sheds are strategically placed with non-profits and it is a benefit to many people in need throughout the US and the world. Plus, it is a benefit to our environment to recycle clothing.

We are seeing a monthly check. Our parishioners readily started bringing bags of clothing. We were provided with materials to promote the shed to our community. It has become a very busy shed. I believe I speak for the church and we are truly pleased. I consider myself one of their biggest fans.

Sincerely,

MaryAnn DeRestie
Business Manager

48 St. Paul Street † Blackstone, MA 01504-2291
Rectory: (508) 883-6726 † Fax: (508) 883-2079
Email: stpaulblackstone@comcast.net † www.stpaulblackstone.org



Our company President, Ben DeGeorge, snapped this photo during a visit to Ghana, Africa in 2007



Nickie Farrow (left) with her mother (right) at an open air used clothing vendor in Zimbabwe

Nickie Farrow, one of the administrators at St. Bridget Church in West Rutland, Vermont, was born and raised in Zimbabwe, where much of her family still lives. Nickie often dreams of returning to live in Zimbabwe, but her husband and children also now have strong roots in Vermont.

In early 2022, Nickie arranged to have a St. Pauly Textile, Inc. clothing shed installed at St. Bridget Church. In the month prior to the clothing shed installation, Nickie returned to Zimbabwe for her mother's 80th birthday. She sent back this picture of the two of them shopping at a used clothing vendor.

We thought it would be interesting to imagine the journey of the white blouse (which she brought back to Vermont with her) - this blouse is probably very well-traveled!



Commission of Correction

ALLEN RILEY
Chairman

YOLANDA CANTY
Commissioner

January 24, 2024

Sheriff Mark E. Helms
Cortland County Sheriff's Office
54 Greenbush Street
Cortland, NY 13045

**RE: Cortland County Jail – Section 3 Security Door Replacement
SCOC Construction # 23-C-122**

Dear Sheriff Helms:

This is to advise that at its January 24, 2024 meeting, the Commission of Correction signified approval of the above project, as submitted with the following condition:

- The facility shall immediately notify the Commission once the renovations are completed to ensure the appropriate revisions to the maximum facility capacity are initiated.

This approval will expire 18 months from the date of this letter. If the project does not commence within this time frame, it must be resubmitted to the Commission for approval. The Commission's approval extends, in this instance, only to those matters within its jurisdiction as set forth in Article 3 of the Correction Law and does not mean in any manner, actual or as may be implied, that the subject matter of this approval complies with any other applicable code, rule, regulation, ordinance or law to which the structure herein is subject.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Sincerely,

Allen Riley
Chairman

cc: Captain Nick Lynch



Cortland County
Transit Passenger and Visitor Standards of Conduct

Transit Passenger and Visitor Standards of Conduct

Policy/Procedure Number:

Organization Date (s):

Resolution No.:

Effective Date:

Next Review:

Objective: The Cortland County Public Transportation goal is to provide a welcoming, safe, clean and affordable public transportation to the community. This policy is to help ensure the safety, health, and welfare of transit staff, passengers, and the general public.

Reference:

Legislative Policy Statement:

Responsible Department: The Planning Department is responsible for overseeing and making changes to this policy.

General Information:

1. Description of Services:

Cortland County offers fixed route and dial-a-ride services within Cortland County. Alternative modes of transportation may become available in the future.

Deviated fixed route is defined as buses that travel along a specified or fixed path; riders can board and exit the bus at designated bus stops or flag down the bus along this predetermined path. Flag down is defined by a passenger standing on the side of the road waving their hand to signal the bus to stop for them. All fixed routes are able to deviate up to three-quarters of a mile around the fixed route. Specific time and route information can be found on our website way2gocortland.org, or by calling the County Mobility Management Office at 607-756-3416.

Dial-a-ride service is defined as a curb-to-curb transportation service. The service will pick up at a designated address within Cortland County and take passengers to their destination within Cortland County. Trips must be scheduled at least 24 hours in advance.



Cortland County Transit Passenger and Visitor Standards of Conduct

2. Passenger Policies:

A. Passenger Behavior

Cortland County recognizes its obligation to transport the public in a safe and efficient manner, and to provide a pleasant and clean atmosphere in which to ride.

Accordingly, Cortland County Transit has put into effect the following passenger behavior guidelines.

- No eating or drinking.
- No smoking, using tobacco or vaping.
- No consuming alcohol or illegal drugs.
- No spitting.
- No unruly, disruptive, or unsafe behavior.
- No gambling.
- No foul language.
- No soliciting/loitering of any kind.
- No destruction or vandalism of property, County or otherwise.
- No throwing items on or from the bus.
- No playing music in a manner that would bother other passengers or the Bus Operator.
- No blocking pedestrian traffic or the aisle unnecessarily.
- Shirt and shoes must be worn.
- Passengers must pay the appropriate fare or show the proper pass in order to ride.

To ensure the safety of all passengers, the Cortland County Transit reserves the right to remove and/ or deny service to any passenger who poses a threat to the safety of themselves or others.

B. What Passengers May or May Not Bring Onto The Bus

MAY BRING:

- Bags/Grocery Bags
- Luggage
- Portable respirators, concentrators, and oxygen tanks
- Skateboards and Scooters
- Walkers and other mobility devices



Cortland County Transit Passenger and Visitor Standards of Conduct

The items are allowed onto the bus if they can fit between their feet, on their lap, and/or in the seat next to them and the item does not obstruct the aisle. All items **MUST** be under the control of the owner at all times and not obstruct the Driver's view of the interior of the bus.

Wheelchairs

All Cortland Transit Buses are equipped to accommodate wheelchairs or other mobility devices. All buses are equipped with mobility lifts to assist customers in boarding the vehicle.

Under the Americans with Disabilities Act (ADA), mobility device passengers do not have to wear a seatbelt or shoulder harness restraints. They do have to allow the transit entity to restrain the mobility device to the floor of the bus. It is Cortland County Transit's policy that the Bus Operator must offer to help and recommend the passenger wear the shoulder/seatbelt harness for their own safety. However, the passenger is allowed to refuse the offer.

Strollers and Carts

Passengers may board Cortland County Transit buses with a stroller or collapsible cart as follows:

- *Prior to boarding*, children may be removed from strollers OR
- Children may remain in strollers **ONLY** if the ramp/lift is used to board the bus. The parent **MUST** ride the lift with the stroller.

Cortland County Transit does **NOT** allow customers to lift strollers (with a child in the stroller) or carts containing items onto or off its buses.

Once on board the bus, children **MUST** be removed from their strollers and held in the laps or on the seat next to the passengers responsible for those children.

All strollers and/or carts **MUST**:

- Be folded up and stowed under or between seats.
- Not block the aisle.
- Grocery items in the cart must be bagged and removed from the cart, so the cart can be folded and stowed under or between seats.
- Be under the control of the owner at all times.



Cortland County Transit Passenger and Visitor Standards of Conduct

Service Animals & Pets

Service animals and guide dogs are allowed on the bus at all times. Cortland County Transit bus operators are authorized to ask customers if the boarding animal is a pet. If the passenger responds that it is not a pet and indicates that it is a service animal, the passenger will be allowed to board with their animal without further question or delay.

For safety and convenience, small domestic pets are allowed on Cortland County Transit buses, provided they are contained in an enclosed animal carrier.

However, if the pet is disruptive or acts aggressive then the bus operator may ask the passenger to exit the bus with their pet.

Bikes on Buses

Bikes are not allowed inside Cortland County Transit buses. Most buses are equipped with bicycle racks on the front of the bus that can hold up to two (2) bicycles simultaneously. Bike racks on Cortland County Transit buses will accommodate bicycles with tires up to 2 and 1/4" wide by 27" high.

MAY NOT BRING:

- Firearms of all types; real, toy and replica
- Items with exposed sharp points
- Hazardous chemicals
- Explosives or flammable substances
- Gasoline, diesel, kerosene and other similar types of fuel or containers containing fuel.
- Items of Large Size and Quantity
 - Any item(s) brought on the bus must be of size or quantity as to fit on that riders lap, under the seat or if space allows, in the seat next to them. Items brought on the bus cannot obstruct the aisle, and must be secured by the owner at all times, so that if the bus operator must stop quickly, they will not fly forward.



**Cortland County
Transit Passenger and Visitor Standards of Conduct**

3. Procedures:

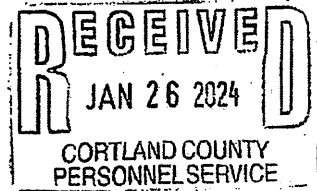
The Bus Operator will give one (1) warning to a passenger who violates any of the above rules. If the passenger refuses to comply with the violated rule, the Bus Operator will contact dispatch for the safety manager and general manager, who will evaluate and resolve the situation.

If the situation cannot be resolved to the satisfaction of both Bus Operator and passenger, the general manager will contact Cortland County Mobility Manager or related personnel to assess and at that time, may deny service to the passenger. If the passenger refuses to leave, Cortland County personnel will call the appropriate agency to have that passenger removed.

This policy will be viewed and updated annually.



Personnel Change Justification Form



Requested Change: ☒ Abolish/Create ☐ Reallocation ☐ Abolish ☐ Create

Position Name (s): Create Programs Coordinator Abolish Principal Account Clerk and Per Diem SLP

Bargaining Unit: Management Contract

Purpose and Background:

This is a responsible administrative position involving the application of management principles, workflows and efficiencies and policies to the operation of the Health Department. This position assists the Director, Deputy Director, and division Supervisors of the Health Department in the management and oversight of programs and staff. An employee in this position manages and reviews current systems and procedures, and recommends additions and/or changes that will have a positive impact upon the department's budget, staff and program efficiencies, accounting and overall departmental operation. The work also involves responsibility for planning and directing systems analysis, design, and implementation of electronic data projects and software. Considerable latitude is allowed in carrying out the primary directives of the organization. Assignments are received verbally or in writing from Supervisors, Deputy Director, and/or Director. Work is reviewed through internal discussions, written reports and review of operational results. Supervision is exercised over a number of professional and clerical personnel. Please see attached for job duties and requirements.

Fiscal Impact: ☒ County Funded 64 % ☒ Grant Funded 36 % Grant Exp. Date Article 6 funding-no end date

Current Grade/Salary of Position: Grade N/A Salary Range \$ N/A

Requested Grade/Salary of Position: Grade 11 Salary Range \$ \$53,514-71,227

Annual Increase: \$ _____ County Share: \$ 34,249 # of Positions Affected: 3 (1 new/2 abolish)

Goals:

Please see attached document for job duties and requirements.

Operational Impact:

This position more accurately reflects the level of skills necessary for the work being done at the health department today. We are required to use increasingly complicated technology and a variety of computer software programs to meet the regulatory requirements of our programs. Given this, we are ensuring that our health department positions align with the work we are doing in 2024 and should not only be trying to hire into positions that reflected the work being done 10 or 20 years ago. This position will ensure accurate oversight of our support staff positions, enhance our compliance program particularly as it relates to Early Intervention and PreK where we have significant regulatory responsibilities that include Medicaid billing requirements and ensure we can carry on the work started by one of our Public Health Fellows that allowed us to be more accurate and more efficient with the use of technology. This position does not affect the 2024 budget, no additional funds are required for this position, and will be starting 3/1/24.

Requested By:

Nicole Ajajicki Jan 26, 2024 14:45 EST

Signature of Requesting Department Head

Jan 26, 2024

Date

Personnel Officer Approval

Zamir Zaman
Signature of Personnel Officer

1/26/24
Date

County Administrator Budget Impact Statement:

County Administrator Approval

Robert Hay
Signature of County Administrator

1/29/2024
Date

Statutory Committee Approval

Robert Hay
Signature of Committee Chair after Committee Vote

2-8-24
Date

Programs Coordinator – Health Department (Management)

DISTINGUISHING FEATURES OF THE CLASS

This is a responsible administrative position involving the application of management principles, workflows and efficiencies and policies to the operation of the Health Department. This position assists the Director, Deputy Director, and division Supervisors of the Health Department in the management and oversight of programs and staff.

An employee in this class manages and reviews current systems and procedures, and recommends additions and/or changes that will have a positive impact upon the department's budget, staff and program efficiencies, accounting and overall departmental operation. The work also involves responsibility for planning and directing systems analysis, design, and implementation of electronic data projects and software. Considerable latitude is allowed in carrying out the primary directives of the organization. Assignments are received verbally or in writing from Supervisors, Deputy Director, and/or Director. Work is reviewed through internal discussions, written reports and review of operational results. Supervision is exercised over a number of professional and clerical personnel.

TYPICAL WORK ACTIVITIES

Workflows

Evaluates, develops, implements, oversees and revises systems, practices and administrative policies to provide for the efficient operation of the department to attain desired outcomes and program objectives;

Identifies key department inefficiencies and assists in the development of strategies and implementation plans to address them; Establishes production procedures and controls to insure adequate volume and accuracy in operations;

Maintains continuity in the analysis of activities, documentation of information and data, and follows up to improve quality of care and completion of new processes implementation

Works with staff and vendors to define/develop the architecture necessary to automate current work flow and processes; Manages and coordinates the implementation and initial and ongoing staff training for the electronic record project and other Department wide initiatives;

Administers, initiates and manages workgroups and assigned projects conducting process mapping and work flow analyses

Supervises work groups and projects aimed at improving Departmental efficiency and customer service; Leads special projects and/or workgroups, brainstorms best solutions, collaborates with internal and external staff, and plans timelines and meeting coordination;

Technology

Provides technical advice and assistance to department staff in identification and solution of a variety of data processes and technical problems. Provide training on office operation, with emphasis on computer-related usage and database maintenance

Surveys the existing automated and manual systems within a user department prior to the design of a new automated system. Determines need for new or additional equipment and recommends type and/or capacity and assist in the coordination and technology for all necessary training for staff.

Is responsible for and participates direct contact with department users concerning in design of a new computerized system or redesign of an existing system. Trains, oversees and participates in the programming and documentation of current and new computer applications

Designs or edits forms, flow charts, schedules, operational instructions and procedures. May be required to edit and update a variety of web pages.

May write specifications or interview vendors to discuss product lines, quality levels and product availability based on requests for supplies, services and equipment;

Directs the operation of the filing, storing and managing of records utilizing all current and future technologies (both manual and computerized);

Compliance

Interprets and implements laws and regulations governing the provision of program services

Assist in the performance of departmental or procedural audits through supervision of compilation of information and through review of specific program records

Assist in the development and implementation of performance standards for quality assurance control and conducts periodic program reviews for quality assurance control; Assists in monitoring agency operations to ensure compliance with Federal, State and local regulatory guidelines;

Oversees the electronic record internal processes, such as work flow and documentation, ensuring the meeting of all HIPAA, Compliance and State regulations;

Assist in the communication with employees and make sure everyone is aware of what they need to do to comply with internal and external laws and regulations.

Researches state and federal regulations and interacts with regulatory agencies to clarify requirements or to discuss potential deficiencies

General Admin

Provides assistance in the daily direction and communication to employees on program technologies, workflows, and processes.

Supports the Department in accreditation, strategic planning, and quality improvement and performance management.

Attends staff and other departmental and committee meetings affecting the quality assurance program and attempts to explain and resolve problems and activities related to monitoring and resolution of quality

Assists in the development, review, assessment of policies and procedures within Health Department guidelines, and recommends changes in program organization, methods and procedures, as required; as well as economic projections which can impact on the administration of the department;

Works with supervisor and or coordinators on the development of long range plans, policies and procedures. Works closely with other members of a small administrative team for the purpose of short and long term planning and general agency operation.

Prepares reports, forms, vouchers, work orders, and specialized documents from drafts, notes, brief instructions, or corrected copy; proofreads materials for accuracy, completeness, compliance with departmental policies, formatting

Coordinates activities between separate units to ensure uniform application of standards;

Utilizes appropriate methods for interacting effectively and professionally with persons of all ages and from diverse cultural, socioeconomic, educational, racial and ethnic backgrounds, sexual orientations, lifestyles and physical abilities.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Good knowledge of the modern principles and practices of management techniques, methods and procedures.

Good knowledge of the principles and practices of public administration with emphasis on effective organization, administration and management;

Good knowledge of current public health issues, problems and concerns existing in the community.

Good knowledge of the principles and practices of budget preparation and administration.

Good knowledge of Agency program operations, goals and objectives.

Ability to effectively plan, assign and supervise the work of staff in a manner conducive to full performance and high morale. Ability to direct and supervise the work of others; Ability to analyze and resolve complex problems;

Comprehensive knowledge of systems analysis with special emphasis in project management, user relations, data gathering techniques, written and oral communications, and management information systems.

Thorough knowledge of current electronic data processing equipment involving its utilization and potential. Ability to establish and maintain essential records and files; Ability to operate a computer terminal and other related office equipment;

Good knowledge of software facilities such as data communications, data base management and system documentation. Good knowledge of data processing techniques and their applications;

Good knowledge of the functions of local government and of the character of relationships between departments and between public and private agencies;

Ability to secure facts through observation, interview and investigation, and to analyze and evaluate information secured;

Ability to evaluate and prepare reports with recommendations concerning human service programs, delivery of service, and the impact on participants; Ability to plan and coordinate activities to improve and integrate services offered to the general public;

Ability to establish and maintain effective working relationships; Ability to establish and maintain cooperative working relationships with citizens, public officials, and associates; Ability to empathize with the characteristics, needs and problems of the clients of the program;

Ability to read, write, speak, understand, and communicate sufficiently to perform the duties of this position; Ability to express oneself clearly and concisely both orally and in writing; Ability to communicate effectively both orally and in writing and prepare accurate and informative reports and correspondence;

Ability to prepare records and reports, compile statistics, and analyze data; Ability to analyze and evaluate pertinent data, identify problem areas, and provide suitable solutions;

Ability to negotiate and monitor program compliance;

Ability to organize assigned work and develop effective work methods;

MINIMUM QUALIFICATIONS

A. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Master's degree in public health, public administration or a closely related field **and** one (1) year of professional-level work experience, or its part-time equivalent, in public administration or public health; or,

B. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with any Bachelor's degree **and** two (2) years of professional-level work experience, or its part-time equivalent, in public administration or public health.



Personnel Change Justification Form

Requested Change: ☒ Abolish/Create ☐ Reallocation ☐ Abolish ☐ Create

Position Name (s): Create 2 MH Pract. increase to 40hrs Abolish Part Time MH Practitioner (NPP)

Bargaining Unit: Management (off-scale)

Purpose and Background:

Abolish the Part Time MH Practitioner (NPP) title.
Increase from 35hrs to 40hrs/week the two (2) FT MH Practitioners (NPP) titles.
Budget neutral.
Extra hours for clients in need and will be revenue generated.

Fiscal Impact: ☐ County Funded _____ % ☒ Grant Funded 100 % Grant Exp. Date On-going Revenue

Current Grade/Salary of Position: Grade offsc Salary Range \$ \$70.2312/hr

Requested Grade/Salary of Position: Grade offsc Salary Range \$ \$70.2312/hr

Annual Increase: \$ 18,400/yr County Share: \$ zero # of Positions Affected: 2

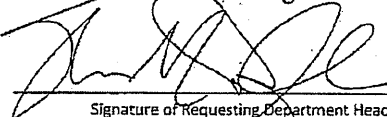
Goals:

Increase total hours for medical and prescribing clinical staff available to our clients in need.
Increased hours will increase billing revenue.
Increase to 40 hours will increase total annual salary; making this position comparable to other regional positions. Increase MH Dept. ability to fill and retain this high demand healthcare position and avoid vacancy.
Abolishing the PT MH Practitioner title will make this budget neutral.

Operational Impact:

Positive impact for increased availability to our clients.
Positive impact for retention of staff by making the hours and compensation comparable and competitive to region.
Maintain budget neutral - MH Dept. budget will absorb increase in compensation - no negative impact to 2024 budget. Extra revenue will also be generated.

Requested By:


Signature of Requesting Department Head

1/26/24
Date

Personnel Officer Approval


Signature of Personnel Officer

1/24/24
Date

County Administrator Budget Impact Statement:

County Administrator Approval


Signature of County Administrator

1/29/2024
Date

Statutory Committee Approval


Signature of Committee Chair after Committee Vote

2-8-24
Date



**CORTLAND COUNTY
REAL PROPERTY TAX SERVICES**

60 CENTRAL AVENUE, ROOM 129
CORTLAND, NY 13045

Laura Fox
Director

Telephone: (607)753-5040
FAX: (607) 597-2064

February 6, 2024

Mr. Kevin Fitch, Chairman
Cortland County Legislature
60 Central Avenue
Cortland, NY 13045

Dear Mr. Fitch:

I have received an application from Creative Enterprises Owego LLC for a correction of a 2024 Preble Town/County Tax bill that included a Homer School tax re-levy. The tax map identification number is 17.00-01-20.000.

The application is asking to remove the school tax re-levy and included a copy of the cashed check make payable to Homer CSD Tax Collector. As a result of my investigation I have determined that this check was never received or endorsed by the school district and could possibly be a case of fraudulent activity in the cashing of this check. The taxpayer must follow-up with her banking institution.

Two copies of the correction are attached. Please note Part III. This will need to be filled out by the "Tax Levying Body" or "Official Designated" with your determination. If your determination is to reject this application, you should make a notation on the application and on the copy that the application is rejected and the reasons for the rejection and mail an application that has been rejected to the owner. This application should be kept on file for auditing purposes.

Please feel free to call my office at (607) 753-5040 if you have any questions.

Sincerely,

Laura Fox, Director
Cortland County Real Property Services

Enclosure

Attachment: Creative Enterprises COE (57-24 : Reject Application for the Correction of Certain Errors on Tax Bills Over \$2,500 - Real Property



Application for Corrected Tax Roll

13.18.a

RP-554

RECEIVED (12/19)

FEB 02 2024

Part 1 – General information: To be completed in duplicate by the applicant.

Names of owners Creative Enterprises Owego LLC					
Mailing address of owners (number and street or PO box) 92 Genung Cir			Location of property (street address) OOTisco Valley Road		
City, village, or post office Ithaca		State NY	ZIP code 14850		City, town, or village Preble
Daytime contact number 607-341-0079		Evening contact number 607-341-0079		Tax map number of section/block/lot: Property identification (see tax bill or assessment roll) 113600 17.00-01-20.000	
Account number (as appears on tax bill) 4317			Amount of taxes currently billed 7,808.11		
Reasons for requesting a correction to tax roll: School tax for 2023/2024 was paid on time but it is now a re-levy on our Town/County tax bill received in Jan 2024. I have attached the cancelled check along with both tax bills.					

I hereby request a correction of tax levied by Preble Town/County for the year(s) 2024.
(County, city, village, etc.)

Signature of applicant 	Date 2/02/24
----------------------------	-----------------

Part 2 – To be completed by the County Director or Village Assessor. Attach a written report including documentation and recommendation. Specify the type of error and paragraph of subdivision 2, 3, or 7 of Section 550 under which the error falls.

Date application received 2/2/24	Period of warrant for collection of taxes 1/1/24
Last day for collection of taxes without interest 1/31/24	Recommendation Approve application ☐ Deny application ☒
Signature of official 	Date

If approved, the County Director must file a copy of this form with the assessor and board of assessment review of the city/town/village of _____ who must consider the attached report and recommendation as equivalent of petitions filed under section 553.

Part 3 – For use by the tax levying body or official designated by resolution _____: (insert number or date, if applicable)

Application approved (mark an X in the applicable box):

Clerical error ☐ Error in essential fact ☐ Unlawful Entry ☐

Amount of taxes currently billed	Corrected tax
Date notice of approval mailed to applicant	Date order transmitted to collecting officer

Application denied (reason):

Signature of chief executive officer, or official designated by resolution	Date
--	------

2696

CREATIVE ENTERPRISES OWEGO LLC

STEVEN SCHAEFFER
LESLIE D. WAGNER
4060 GASKILL RD
OWEGO, NY 13827
(607) 687-5362

CHEMUNG CANAL
TRUST COMPANY
OWEGO OFFICE
OWEGO, NEW YORK 13827
50-111/213

9/24/2023

PAY TO THE

ORDER OF Homer CSD Tax Collector

\$7,084.76

Seven Thousand Eighty-Four and 76/100

DOLLARS

Homer CSD Tax Collector
PO Box 488
Albany, NY 12201-0488

MEMO

Lai C M
AUTHORIZED SIGNATURE

⑈002696⑈ ⑆021301115⑆ 193004208⑈

Security features. Details on back.

ED

ENDORSE HERE

Carpine Nelson

☐ CHECK HERE AFTER MOBILE OR REMOTE DEPOSIT

DATE

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE
RESERVED FOR FINANCIAL INSTITUTION USE *

0910515758
2023-10-05

* FEDERAL RESERVE BOARD OF GOVERNORS REG. CO

2024 PREBLE TOWN/COUNTY TAX BILL

address

13.18.a

MAKE/CHECKS PAYABLE TO: **BILL NO: 290**
 Town of Preble Tax Collector **113600 17.00-01-20.000**
 PO Box 234 **SEQ NO: 256**
 1968 Preble Road **BANK NO.:**
 Preble, NY 13141 **ACCT NO:**
ROLL SEC.: 1

IN PERSON PAYMENT:
 Wednesdays 5:00pm - 9:00pm
 Thursdays 8:00am - 1:00pm
 Saturdays in January 8:00am - 12:00pm
 Questions (607) 749-3199
 View Your Tax Bill Online at www.taxlookup.net
 GIVE NEW OWNER THIS NOTICE IF PROPERTY HAS BEEN SOLD.

FISCAL YEAR	WARRANT DATE	ESTIMATED STATE AID:
1/1/2024-12/31/2024	12/31/2023	COUNTY: \$24,726,485.00 TOWN: \$154,500.00

OWNERS NAME AND ADDRESS:

Creative Enterprises Owego LLC
 Attn: Steven Schaeffer
 92 Genung Cir
 Ithaca, NY 14850

PROPERTY DESCRIPTION AND LOCATION: EXEMPTIONS APPLIED:

TAX MAP #: 113600 17.00-01-20.000
 TOWN NAME: Preble
 LOCATION: Otisco Valley Rd
 ACRES: 541.95
 PROP CLASS: 910 Priv forest
 SCHOOL: Homer Central

McEay

APPLY FOR SENIOR CITIZENS TAX EXEMPTION BY 3/1/2024. APPLICATIONS AVAILABLE FROM YOUR ASSESSOR AT 607-842-6289.

LEVY DESCRIPTION	TOTAL TAX LEVY	%CHANGE FROM PRIOR YEAR LEVY	TAXABLE VALUE	TAX RATE	TAX AMOUNT
County Taxes	\$39,270,000.00	2.0%	\$339,800.00	\$18.110202	\$6,153.85
Town of Preble	\$152,202.00	0.0%	\$339,800.00	\$1.565767	\$532.05
School Rellevy					\$7,808.11
Preble Fire	\$101,000.00	0.0%	\$339,800.00	\$0.937354	\$318.51
					7004.41

PROPERTY TAX PAYER'S BILL OF RIGHTS

The assessor estimates the FULL MARKET VALUE of this property as of 7/1/2022 was:

\$507,164.00

The ASSESSED VALUE of this property on the 2023 assessment roll is:

\$339,800.00

The UNIFORM PERCENTAGE OF VALUE used to establish assessment was:

67%

If you feel your assessment is too high, you have the right to seek a reduction in the future. A publication entitled "Contesting Your Assessment in New York State" is available at the assessor's office and online at www.tax.ny.gov. Please note that the period for filing complaints on the above assessment has passed.

FULL PAYMENT - OPTION 1

SEND STUB 1 WITH FULL PAYMENT

DATE TAXES ARE DUE	INTEREST %	INTEREST AMOUNT	TOTAL TAX DUE	TAXES PAID BY CHECK ARE SUBJECT TO COLLECTION*
1/1/2024 - 1/31/2024	0%	\$0.00	\$14,812.52	**APPLY FOR THIRD PARTY NOTICE BY 12/31/2024**
2/1/2024 - 2/29/2024	1%	\$148.13	\$14,960.65	***SEE REVERSE FOR PENALTY, EXEMPTION AND THIRD PARTY NOTIFICATION***
3/1/2024 - 4/1/2024	2%	\$296.25	\$15,108.77	
4/2/2024 - 4/30/2024	3%	\$444.38	\$15,256.90	

IF YOU WISH TO RECEIVE A RECEIPT FOR PAYMENT OF THIS BILL, PLACE A CHECK MARK IN THIS BOX ☐ AND RETURN ENTIRE BILL.

PARTIAL PAYMENT - OPTION 2

TO PARTICIPATE IN THE PARTIAL PAYMENT PLAN, YOU MUST MAKE FIRST PAYMENT BY JANUARY 31st

BILL #: 290	BILL #: 290	BILL #: 290
SWIS: 113600	SWIS: 113600	SWIS: 113600
TAX MAP #: 17.00-01-20.000	TAX MAP #: 17.00-01-20.000	TAX MAP #: 17.00-01-20.000
OWNER: Creative Enterprises Owego LLC	OWNER: Creative Enterprises Owego LLC	OWNER: Creative Enterprises Owego LLC
2024	2024	2024
3	2	1

PAYMENT 3 DUE:
 3/16/2024 - 4/30/2024

PAYMENT 2 DUE:
 2/1/2024 - 3/15/2024

PAYMENT 1 DUE:
 1/1/2024 - 1/31/2024

25% of Total Due: \$3,703.13
 3% Interest: \$111.09
 TOTAL DUE: \$3,814.22

25% of Total Due: \$3,703.13
 1.5% Interest: \$55.55
 TOTAL DUE: \$3,758.68

50% of Total Due: \$7,406.26
 OR
 FULL PAYMENT DUE: \$14,812.52

Taxes paid by: _____

Taxes paid by: _____

Taxes paid by: _____

Cash: _____ Check#: _____

Cash: _____ Check#: _____

Cash: _____ Check: _____

2023/2024 HOMER CENTRAL SCHOOL TAX BILL

13.18.a

MAKE CHECKS PAYABLE TO: BILL NO: 4317
 Tax Collector 113600 17.00-01-20.000
 Homer Central School SEQ NO: 4317
 PO Box 488 BANK NO.:
 Albany, NY 12201-0488 ACCT NO:
 ROLL SEC.: 1

IN PERSON PAYMENT:
 TAX PAYMENTS CAN BE MADE ONLINE, BY MAIL OR KEYBANK DROP
 FOR ONLINE PAYMENT: www.homercentral.org Click on tax link
 BY MAIL: Homer Central School P.O. Box 488, Albany, NY 12201-0488
 KEY BANK DROP BOX: 25 S. Main St, Homer, NY 13077
 (607) 749-7241 X5027 Melissa Meriwether

FISCAL YEAR	WARRANT DATE	ESTIMATED STATE AID:
7/1/2023-6/30/2024	8/8/2023	COUNTY: SCHOOL: \$28,832,266.00

OWNERS NAME AND ADDRESS: CREATIVE ENTERPRISES OWEGO LLC
 Attn: Steven Schaeffer
 92 Genung Cir
 Ithaca, NY 14850

PROPERTY DESCRIPTION AND LOCATION: TAX MAP #: 113600 17.00-01-20.000
 TOWN NAME: Preble
 LOCATION: Otisco Valley Rd
 ACRES: 541.95
 PROP CLASS: 910 Priv forest
 SCHOOL: Homer Central
 NYS TAX FINANCE CODE: 281

EXEMPTIONS APPLIED:

LAST DAY TO APPLY FOR 2024 EXEMPTIONS IS 3/1/2024. APPLICATIONS AVAILABLE FROM YOUR ASSESSOR.

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE FROM PRIOR YEAR LEVY	TAXABLE VALUE (BEFORE STAR)	TAX RATE	TAX AMOUNT
School Taxes	\$17,027,266.00	0.0%	\$339,800.00	\$20.597487	\$6,999.03
Library Tax	\$208,605.00	2.3%	\$339,800.00	\$0.252307	\$85.73
NOTE: This year's STAR exemption benefit cannot exceed last year's benefit. (See RPTL Sec 1306-a)					

PROPERTY TAX PAYER'S BILL OF RIGHTS

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\$507,164.00

The ASSESSED VALUE of this property on the 2023 assessment roll is:

\$339,800.00

The UNIFORM PERCENTAGE OF VALUE used to establish assessment was:

67%

If you feel your assessment is too high, you have the right to seek a reduction in the future. A publication entitled "Contesting Your Assessment in New York State" is available at the assessor's office or online at www.tax.ny.gov. Please note that the period for filing complaints on the above assessment has passed.

DATE TAXES ARE DUE	PENALTY %	PENALTY AMOUNT	TOTAL TAX DUE
9/1/2023 - 9/30/2023	0%	\$0.00	\$7,084.76
10/1/2023 - 10/31/2023	2%	\$141.70	\$7,226.46

TAXES PAID BY CHECK ARE SUBJECT TO COLLECTION

APPLY FOR THIRD PARTY NOTICE BY 8/1/2023

SEE REVERSE FOR PENALTY, EXEMPTION AND THIRD PARTY NOTIFICATION

TOTAL \$7,084.76
 DUE BY 9/30/2023