



Cortland County Legislature

Legislative Session

Legislative Chambers
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

~ Agenda ~

Thursday, March 27, 2025

6:00 PM

Board Room

Public Hearings

1. Local Law "A" of 2025 - Authorize Long-Term Lease Agreement for County-Owned Property at Dwyer Park
2. Local Law "B" of 2025 - a Local Law Establishing Term Limits and Appointment Procedures for the CSB
3. Local Law "C" of 2025 - Repeal Local Law 7 of 2024, Local Law Overriding Tax Levy Limit for 2025

Call to Order

Salute to the Flag

Roll Call

Attendee Name	Present	Absent	Late	Arrived
Legislator Douglas Bentley	☐	☐	☐	
Legislator Cathy Bischoff	☐	☐	☐	
Legislator Reed Cleland	☐	☐	☐	
Legislator Mitchel Eccleston	☐	☐	☐	
Minority Leader Beau Harbin	☐	☐	☐	
Majority Leader Paul Heider	☐	☐	☐	
Legislator Linda Jones	☐	☐	☐	
Legislator Dominick Mantella	☐	☐	☐	
Legislator William McGovern	☐	☐	☐	
Legislator Joseph Nauseef	☐	☐	☐	
Legislator Christopher Newell	☐	☐	☐	
Legislator Jason Prentice	☐	☐	☐	
Legislator Sandra Price	☐	☐	☐	
Legislator Ronald J. Van Dee	☐	☐	☐	
Legislator Keith VanGorder	☐	☐	☐	
Legislator Eugene Waldbauer	☐	☐	☐	
Chair of the Legislature Kevin Fitch	☐	☐	☐	

Approval of Minutes

1. Cortland County Legislature - Legislative Session - Feb 27, 2025 6:00 PM
2. Cortland County Legislature - Special Meeting - Mar 13, 2025 4:00 PM

Privilege of the Floor

Proclamations & Recognitions

Presentation of Petitions, Communications, Presentations and Notices

1. Transportation Training Presentation - Melissa Potter, Mobility Manager
2. Audit Overview Presentation - Stephen Trobert, Manager of Audit and Financial Projects

Reports of Standing, Special and Ad Hoc Committees

Receive and File

1. Annual Probation Report 2024

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

ON MOTION OF FITCH

AGENDA ITEM NO. 1

Appoint Members: Labor-Management Safety Committee

WHEREAS, Section 71 of the New York State Workers' Compensation Law directs the Chief Elected Official of a county electing to operate its Workers' Compensation Plan ("Plan") on an experience rating basis to create and appoint a Labor-Management Safety Committee ("Committee"); AND

WHEREAS, the purposes of the Committee shall be to educate public employees of the Plan participants in proper health and safety procedures in the work places of the participants, and to design such additional programs as may be appropriate to the development of a safe working environment in participants' facilities and job sites; AND

WHEREAS, the Committee shall accomplish these purposes by establishing and maintaining such employee safety and health programs as it deems appropriate and by publicizing the availability of such programs; AND

WHEREAS, the Committee, which shall be appointed by the Chief Elected Official, shall be comprised of an equal number of employer and employee representatives consisting of not less than three (3) nor more than five (5) representatives each of the employer and of the employees, respectively; AND

WHEREAS, the following employee candidates have been submitted by employee organizations recognized or certified to represent employees of the participants pursuant to Article Fourteen of the Civil Service Law:

Melissa Norton - CSEA #6550
Elisabeth Schmitt-Bacani - NYSNA
Michael Gates - Police Association
Scott Magee - Dispatch (DOERC)
Kyle Knickerbocker - Corrections

; AND

WHEREAS, the Chief Elected Official, or person designated by him, shall act as the chairperson of the committee, but shall not be entitled to vote on any Committee business; AND

WHEREAS, the members of the Committee shall serve without salary, but shall be entitled to reimbursement for reasonable and necessary expenses incurred in the performance of their official duties pursuant to this section; AND

WHEREAS, the Committee shall meet at least four (4) times a year, with at least one meeting in each calendar quarter; AND

WHEREAS, the chairperson shall designate the dates of the meeting, and shall give at least ten (10) days written notice to each Committee member of each meeting; AND

WHEREAS, the costs and expenses of the Committee and its health and safety programs shall be an administrative expense of the Plan; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby formally establishes a Labor-Management Safety Committee; AND BE IT FURTHER

RESOLVED, that the following be appointed in conformance with Workers' Compensation Law Section 71:

Name	Capacity	Term Expiration
Melissa Norton	CSEA #6550	12/31/2025
Elisabeth Schmitt-Bacani	NYSNA	12/31/2025
Michael Gates	Police Association	12/31/2025
Scott Magee	Dispatch (DOERC)	12/31/2025
Kyle Knickerbocker	Corrections	12/31/2025
Jason DeRaiche	Management (Safety Director)	12/31/2025
Pamela Abbott	Management (Deputy Personnel Officer)	12/31/2025
Wendy Canfield	Management (Executive Assistant to County Administrator)	12/31/2025
Chad Burhans	Management (Undersheriff)	12/31/2025
Ed Darling	Management (Highway Engineering and Maintenance Supervisor)	12/31/2025

; AND BE IT FURTHER

RESOLVED, that Pamela Abbott be and hereby is appointed as chairperson of the Labor-Management Safety Committee.

Appoint Member to the Central New York Regional Planning and Development Board

WHEREAS, Legislator Christopher Newell has resigned from the Central New York Regional Planning and Development Board as of March 27, 2025; NOW THEREFORE BE IT

RESOLVED, that Legislator Reed Cleland of 18 Nixon Ave, Homer NY 13077, be appointed in conformance with the Regional Planning and Development Board By-Laws to fill in and complete the term ending 12/31/25.

Referred from Building & Grounds Committee**Local Law "A" of 2025 - A Local Law to Authorize a Long-Term Lease Agreement for County-Owned Property at Dwyer Park Main Pavilion**

BE IT ENACTED, by the Cortland County Legislature, as follows:

SECTION 1. LEGISLATIVE INTENT

Cortland County is the owner of Dwyer Memorial County Park, located at 6799 Little York Lake Rd, Preble, NY 13141, which includes the building generally known as the Dwyer Park Pavilion (hereinafter referred to as the "Main Pavilion"). The County seeks to ensure that the Main Pavilion is utilized in a manner that benefits the public by supporting cultural, recreational, and community activities.

To achieve this goal, the County issued a Request for Proposals (RFP) for the lease of the Main Pavilion, including the management of the first-floor rentals. Following the competitive selection process, Cortland Repertory Theatre (CRT), of 24-26 Port Watson Street, Cortland, NY 13045, was determined to be the successful bidder.

SECTION 2. AUTHORIZATION OF LEASE AGREEMENT

The Chair of the Cortland County Legislature is hereby authorized to execute a long-term lease agreement with Cortland Repertory Theatre (CRT), of 24-26 Port Watson Street, Cortland, NY 13045, for the lease of the Main Pavilion at Dwyer Memorial County Park. The lease shall include provisions for CRT to manage the rental of the first floor for public use while utilizing the second floor for community-based arts, cultural, and recreational programming.

SECTION 3. LEASE TERMS

The lease agreement shall include, but not be limited to, the following terms:

- A lease term not to exceed ten (10) years, subject to renewal upon mutual agreement and legislative approval.
- A rental payment structure to be determined in accordance with fair market value and the County's financial policies.
- Requirements for maintenance, utilities, and upkeep of the facility.
- Compliance with all applicable laws, regulations, and safety standards.
- Provisions for public access to the facility's first-floor rental spaces.
- Performance expectations and periodic reviews to ensure compliance with lease obligations.

SECTION 4. REVENUE DEPOSIT

All proceeds from the lease payments shall be deposited into Account No. A71105.42410, Rental of Real Property.

SECTION 5. SEVERABILITY

If any clause, sentence, paragraph, section, or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 6. EFFECTIVE DATE

This local law shall take effect immediately upon filing with the New York State Secretary of State in accordance with the provisions of the Municipal Home Rule Law.

ON MOTION OF HEIDER

AGENDA ITEM NO. 4

Rescind Resolution No. 24-25 - Authorizing Agreement for Sprinkler System at Cortland County Recycling Center

WHEREAS, Resolution No. 24-25 authorized the entering into an agreement with Petcosky Fire Protection, Inc. for the repair or replacement of the sprinkler system at the Cortland County Recycling Center for an amount not to exceed \$55,000; AND

WHEREAS, it has been determined that there is a need to rescind the resolution and put out a Request for Proposals (RFP) for the project; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 24-25 be and hereby is rescinded.

ON MOTION OF HEIDER

AGENDA ITEM NO. 5

Authorize Agreement with Pathfinder, Now IMEG, for Cortland County Courthouse HVAC Project

WHEREAS, Cortland County has received, on behalf of Assemblymember Anna Kelles, \$2.2 Million in funding through the Community Resiliency, Economic Sustainability and Technology (CREST) Program; AND

WHEREAS, these funds will support capital costs associated with replacing the HVAC system in the Cortland County Courthouse; AND

WHEREAS, the County solicited for Statement of Qualifications (SOQ) from consultants for the Courthouse HVAC Project; AND

WHEREAS, upon evaluation of the submitted SOQ's, ratings and interviews, Pathfinder, now IMEG, was selected by a committee consisting of members of the Building and Grounds Committee, the Superintendent and Deputy Superintendent of Highways; AND

WHEREAS, the Buildings and Grounds Committee of the Cortland County Legislature recommends entering into an agreement with Pathfinder, now IMEG, to perform a feasibility study for a ground source heat pump system, alternate system(s), and provide an engineer's estimate; AND

WHEREAS, the fee for the feasibility studies and engineer's estimate for said project is \$67,840; AND

WHEREAS, the funds will be appropriated in Account No.HH16205.54055.CHINT; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and approves entering into an agreement with Pathfinder, now IMEG, to perform a feasibility study for a ground source heat pump system, alternate systems, and an engineer's estimate for a cost not to exceed \$70,000; AND BE IT FURTHER

RESOLVED, that the Cortland County Administrator, upon review and approval, by the County Attorney or designee, is hereby authorized to enter into an agreement with Pathfinder, now IMEG, to perform a feasibility study for a ground source heat pump System, alternate system(s), and provide an engineer's estimate, for a cost not to exceed \$70,000.

Referred from Highway Committee

ON MOTION OF NEWELL

AGENDA ITEM NO. 6

Adopting Safety Standards for Playgrounds Owned and Maintained by Cortland County

WHEREAS, the safety and well-being of children and families utilizing playgrounds owned and maintained by Cortland County is of the utmost importance; AND

WHEREAS, national safety standards for playgrounds, including those established by the Consumer Product Safety Commission (CPSC) and the American Society for Testing and Materials (ASTM), provide critical guidelines to ensure the design, installation, inspection, and maintenance of playgrounds meet the highest safety benchmarks; AND

WHEREAS, it is in the best interest of Cortland County to formally adopt these national safety standards, as may be amended in the future, to guide the development and oversight of playgrounds owned by Cortland County; AND

WHEREAS, any playground installed, owned, and maintained for or by Cortland County may also be subject to additional site-specific standards or requirements, which shall be maintained and upheld by Cortland County to ensure continued compliance and safety; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby adopts the national safety standards for playgrounds, including but not limited to those established by the CPSC and ASTM, as may be amended from time to time; AND BE IT FURTHER

RESOLVED, that any playground owned by Cortland County shall be subject to both these national safety standards and any site-specific standards that may be established, with the County responsible for ensuring compliance and enforcement of such standards; AND BE IT FURTHER

RESOLVED, that the appropriate County departments shall implement procedures to ensure ongoing adherence to these safety standards, including regular inspections, maintenance, and updates as necessary.

ON MOTION OF NEWELL

AGENDA ITEM NO. 7

Resolution Urging the Enactment of the Packaging Reduction and Recycling Infrastructure Act (S.1464/A.1749)

WHEREAS, New York State faces an imminent waste management crisis, with the state's largest landfill set to reach capacity in 2025, remaining landfills projected to have only 16 years of capacity, and municipalities struggling to maintain recycling programs due to increasing costs; AND

WHEREAS, over 860,000 tons of potentially recyclable materials are trashed annually in New York State due to confusion about what is recyclable and a lack of proper infrastructure; AND

WHEREAS, implementing comprehensive Extended Producer Responsibility (EPR) legislation for packaging and printed paper would provide multiple benefits to municipalities and residents, including:

- Providing approximately \$300 million in annual cost relief to local governments and taxpayers
- Creating dedicated funding for recycling infrastructure investments
- Establishing consistent statewide standards for recyclable materials to reduce consumer confusion
- Incentivizing producers to design packaging that is more recyclable and contains more recycled content
- Prohibiting toxic chemicals in packaging, including PFAS, phthalates, and heavy metals
- Boosting recycling rates from the current 18 percent to over 70 percent, as demonstrated in other jurisdictions with EPR
- Reducing contamination in recycling streams to improve material quality and marketability
- Creating green jobs in collection, processing, and manufacturing with recycled materials

; AND

WHEREAS, five (5) states have already enacted packaging EPR laws, and such programs have been successfully implemented for decades throughout Canada and Europe, achieving recycling rates as high as 78 percent; AND

WHEREAS, the Packaging Reduction and Recycling Infrastructure Act (PRRIA), S.1464 (Harckham)/A.1749 (Glick) establish an WPR program for packaging in New York State and should be expanded to include printed paper given its significant contribution to municipal recycling costs and material volume; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature commends Senator Pete Harckham and Assemblymember Deborah Glick for their steadfast leadership in sponsoring the Package Reduction and Recycling Infrastructure Act; AND BE IT FURTHER

RESOLVED, the Cortland County Legislature urges Senator Harckham and Assemblymember Glick to amend this legislation to include printed paper in recognition of its significant contribution to greenhouse gas emissions and municipal recycling costs; AND BE IT FURTHER

RESOLVED, the Cortland County Legislature calls on the Senate and Assembly to pass and the Governor to sign S.1464 (Harckham)/A.1749 (Glick) during the 2025 Legislative Session; AND BE IT FURTHER

RESOLVED, the Cortland County Legislature shall forward copies of this resolution to Governor Kathy Hochul, the New York State Legislature, the Commissioner of New York State Department of Environmental Conservation, and all others deemed necessary and proper.

ON MOTION OF NEWELL

AGENDA ITEM NO. 8

Authorize Memorandum of Understanding with Centro of Cortland, Inc. for the Utilization of the Cortland County Highway Fuel Farm

WHEREAS, Cortland County elected to become a participating member of the Central New York Regional Transportation Authority by Resolution No. 145-24; AND

WHEREAS, in order for Centro of Cortland, Inc. to provide cost efficient public transportation services they wish to utilize the Cortland County fuel farm located at the Highway Department to refill

vehicles and equipment used for the Centro of Cortland, Inc. public transportation; AND

WHEREAS Centro of Cortland Inc. will be billed and make payments in accordance with the agreement set forth; AND

WHEREAS, Centro of Cortland, Inc. will pay the price for fuel at the fuel farm including the \$0.25 per gallon increase per Resolution No. 152-24; NOW THEREFORE BE IT

RESOLVED, that Centro of Cortland, Inc. shall utilize the Cortland County Highway Fuel Farm located at 4267 Traction Drive, Cortland, NY 13045 for the period of one year from the approval of this agreement; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee, be and hereby is authorized to execute a Memorandum of Understanding with Centro of Cortland, Inc. for the utilization of the Cortland County Highway Fuel Farm.

Referred from Government Operations Committee

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 9

Establishing a Formal Proclamation Policy for Cortland County

WHEREAS, the Cortland County Legislature recognizes the importance of issuing proclamations to commemorate significant events, achievements, and contributions that positively impact the County and its residents; AND

WHEREAS, the issuance of proclamations should follow a uniform process to ensure fairness, transparency, and efficiency in granting such recognitions; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby establishes the following policy for the issuance of proclamations:

- 1. Purpose:** Proclamations are honorary, non-legally binding documents issued by the Cortland County Legislature to recognize individuals, organizations, events, or causes of countywide significance. **Proclamations shall not be issued for divisive political issues, personal, business, or political endorsements.**
- 2. Request Process:**
 - a) Requests for proclamations must be submitted in writing to the Clerk of the Legislature at least 14 days prior to the intended issuance date.
 - b) Requests should include the proposed text, the reason for recognition, and any supporting documentation.
 - c) Requests shall be reviewed by the Chair of the Legislature or their designee to determine eligibility.
 - d) Proclamations may only be requested by residents or organizations that have representation with Cortland County.
- 3. Approval Process:**
 - a) Proclamations deemed appropriate will be scheduled for presentation at a legislative session or an appropriate public event.
 - b) The Chair of the Legislature retains the discretion to approve, modify, or deny any request.
 - c) Proclamations do not require a vote by the full Legislature but shall be noted in the legislative record.

4. Format and Presentation:

- a) Proclamations shall follow a standard format as established by the Clerk of the Legislature.
- b) The document shall be signed by the Chair of the Legislature and may be co-signed by other legislators if deemed appropriate.
- c) Proclamations may be presented in person at an event held within Cortland County, in person at a legislative meeting, or picked up in the office of the Clerk of the Legislature.
- d) Requests for legislative attendance at events for presentation of Proclamations must be included in the submission to the Clerk of the Legislature, but does not guarantee attendance.

5. Restrictions:

- a) Proclamations shall not be issued for divisive political issues, personal, business, political endorsements, or personal milestones such as birthdays and weddings, except for those of exceptional public service.
- b) Proclamations should be aligned with the values and mission of Cortland County.

6. Public Access:

- a) Information about the proclamation policy and request procedures shall be made available to the public through the official Cortland County website and the Clerk of the Legislature's office.

; AND BE IT FURTHER

RESOLVED, that this policy shall take effect immediately upon adoption and shall be reviewed periodically for necessary amendments.

Referred from Judiciary & Public Safety Committee

ON MOTION OF PRICE

AGENDA ITEM NO. 10

Authorize HVAC Maintenance Contract - Emergency Response & Communications

WHEREAS, through competitive bidding Cortland County's Department of Emergency Response & Communications purchased an HVAC system for its 911 facility at 22 West Court Street; AND

WHEREAS, Cortland County's Department of Emergency Response & Communications is seeking to have preventative maintenance completed on the HVAC units twice a year in line with manufacturer recommendations, by a certified contractor and in keeping with the established warranty; AND

WHEREAS the Department has funding in account A30205.54015 for the 2025 budget year; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is authorized to execute a purchase order and contract agreement with Modular Mechanical Service, 5860 Belle Isle Road, Syracuse, NY 13209 in the amount of \$11,208.00.

ON MOTION OF PRICE

AGENDA ITEM NO. 11

A Resolution Calling on the Governor and State Legislature to Reconsider Executive Order 47.3, Repeal the HALT Act, and Support Fair Employment and Working Conditions for Corrections Officers

WHEREAS, corrections officers across New York State perform an essential and difficult job, maintaining safety and order in correctional facilities while facing increasing challenges in their work environment; AND

WHEREAS, the number of reported assaults on corrections officers has reached unprecedented levels, with over 1,700 incidents reported in 2023; more than double the number recorded a decade ago, while inmate-on-inmate violence has surged by 169% since 2021; AND

WHEREAS, the enactment of the Humane Alternatives to Long-Term Solitary Confinement (HALT) Act in 2022 has led to increased violence in state-run correctional facilities, restricting the ability of officers to discipline violent offenders and creating unsafe conditions for both staff and inmates; AND

WHEREAS, the chronic understaffing of correctional facilities has exacerbated these dangers, with some facilities reporting shortages of up to 30% of necessary staffing levels, forcing officers into mandatory overtime, extended shifts, and unsafe working conditions; AND

WHEREAS, the recent enactment of Executive Order No. 47.3 by the Governor of New York State imposes employment restrictions on former Department of Corrections and Community Supervision (DOCCS) employees, prohibiting them from being hired by county and local correctional facilities and other municipal agencies, further straining staffing shortages in correctional institutions; AND

WHEREAS, this executive order unfairly penalizes experienced corrections officers, preventing them from continuing their service in local facilities, while contradicting New York State's broader efforts to promote second chances through initiatives such as the Clean Slate Act; AND

WHEREAS, counties, including Cortland County, rely on the ability to recruit qualified and trained personnel to maintain safe and effective operations within their correctional facilities, and the combination of restrictive employment policies and understaffing poses significant risks to public safety; AND

WHEREAS, the cost of addressing staffing shortages through emergency measures, including the deployment of National Guard personnel, has imposed an unnecessary financial burden on taxpayers, with estimated costs reaching \$3.5 million per day; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature stands in support of corrections officers and all public employees who deserve fair treatment, safe working conditions, and continued employment opportunities within the public sector; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature strongly urges Governor Kathy Hochul to reconsider and rescind Executive Order 47.3 to ensure that qualified and experienced individuals are not arbitrarily barred from employment with local and county governments; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature urges the New York State Legislature and Governor Hochul to repeal the HALT Act, recognizing the urgent need to restore discipline and security within state correctional facilities; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature calls upon the Governor and State Legislature to take immediate action to address correctional facility staffing shortages by ensuring adequate hiring, reasonable overtime policies, and improved workplace protections for corrections officers; AND BE IT FURTHER

RESOLVED, that copies of this resolution be sent to the Honorable Kathy Hochul, Governor of New York State; members of the New York State Legislature; the New York State Department of Corrections and Community Supervision; and all others deemed necessary and proper.

Referred from Agriculture/Planning/Environment Committee

ON MOTION OF HARBIN

AGENDA ITEM NO. 12

Amend 2025 Budget/Accept New York State Operating Assistance (STOA) SFY 2024-25 Additional “Clean Up”

WHEREAS, the Public Transportation Bureau has sent vouchers to the New York State Comptroller that distributes the SFY 2024-2025 State Wide Mass Transportation Operating Assistance (STOA) “Clean Up” payments to the upstate formula bus systems; AND

WHEREAS, these payments distribute the remaining 2024-2025 STOA appropriation balances for the upstate formula bus systems; AND

WHEREAS, Resolution No. 245-24 authorized Cortland County to amend the 2024 budget to fund an agreement with First Transit, Inc., dba Transdev, to provide public transportation services during the County’s transition to Centro; AND

WHEREAS, Cortland County has received SFY 2024-2025 STOA “Clean-Up” funds in the amount of \$302,042.50 from the New York State Department of Transportation under the State Wide Mass Transportation Operating Assistance, which will go back into the fund balance; NOW THEREFORE BE IT

RESOLVED, the 2025 budget be amended as follows:

Increase:

A563044-43589	MISC STATE TRANSPORTATION	\$302,042.50
A390900	FUND BALANCE	\$302,042.50

ON MOTION OF HARBIN

AGENDA ITEM NO. 13

Authorization to Apply for Empire State Development (ESD) County Infrastructure Grant – Cortlandville Water Infrastructure Project – Planning Department

WHEREAS, Empire State Development (ESD) is offering a County Infrastructure Grant Program which provides funding to support infrastructure improvements that promote economic development, housing, and community well-being; AND

WHEREAS, Cortland County recognizes the importance of investing in critical infrastructure to support economic growth, housing, and public health; AND

WHEREAS, Empire State Development requires that the County apply for said grant funding directly or on behalf of any other municipalities within the County; AND

WHEREAS, the Town of Cortlandville has identified the need to develop a new groundwater supply well to enhance its water system’s capacity; AND

WHEREAS, the Town of Cortlandville has agreed to contribute all local match associated with the grant; AND

WHEREAS, Cortland County seeks to apply for \$1,000,000 in funding through Empire State Development County Infrastructure Grant Program on the Town of Cortlandville’s behalf to assist in financing the development of the proposed water infrastructure project; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Legislature, County Administrator and/or appropriate Department Head is hereby authorized and directed to file an application for the County Infrastructure Grant Program from Empire State Development.

Referred from Health & Human Services Committee

ON MOTION OF VAN DEE

AGENDA ITEM NO. 14

Local Law "B" of 2025 - a Local Law Establishing Term Limits and Appointment Procedures for the Cortland County Community Services Board

WHEREAS, the Section 41 (11) of the New York State Mental Hygiene Law states that “No person may serve as a member of a board of a subcommittee for more than two terms consecutively unless otherwise provided by local law”; AND

WHEREAS, it is the recommendation of the Health and Human Services Committee of the Cortland County Legislature to enact a local law to allow for an additional one-year term for Community Services Board members and/or its subcommittees, if approved and recommended by unanimous vote of the Community Services Board, upon a finding by the Cortland County Legislature that an extension is necessary for the effective operation of the Community Services Board; NOW THEREFORE

BE IT ENACTED by the Legislature of the County of Cortland as follows:

SECTION 1. LEGISLATIVE INTENT

Pursuant to the authority granted under the New York State Mental Hygiene Law, the Cortland County Legislature hereby establishes term limits and appointment procedures for the Cortland County Community Services Board to ensure effective governance and continuity of service.

SECTION 2. APPOINTMENTS AND TERMS OF SERVICE

- A. Following the initial staggered terms as provided by law, each member of the Cortland County Community Services Board shall be appointed for a four-year term.
- B. All terms shall commence on the first day of the year of the appointment.
- C. Any vacancies occurring on the Community Services Board shall be filled for the remainder of the unexpired term.

SECTION 3. TERM LIMITS

- A. No person may serve as a member of the Community Services Board or any of its subcommittees for more than two consecutive terms.
- B. A former member who has reached the term limit may be reappointed after a minimum one-year absence from the Board or subcommittee.
- C. Exceptions to the term limit may be made for one additional one-year term, if approved and recommended by unanimous vote of the Community Services Board, upon a finding by the Cortland County Legislature that an extension is necessary for the effective operation of the Community Services Board.

SECTION 4. EFFECTIVE DATE

This Local Law shall take effect upon filing with the Secretary of State in accordance with the provisions of the Municipal Home Rule Law.

SECTION 5. SEVERABILITY

If any clause, sentence, paragraph, subdivision, or part of this Local Law, or the application thereof to any person, firm, or corporation, or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part thereof directly involved in the controversy in which such order or judgment shall have been rendered.

Appoint/Reappoint Community Services Board and Subcommittee Members - 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 Disabilities (DD) and Substance Use Disorder (SUD) Subcommittees shall consist of nine (9) members each, appointed by the Cortland County Legislature; AND

WHEREAS, a typical full 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; AND

WHEREAS, individuals have been nominated to fill vacancies on the Community Services Board and all the Subcommittees; NOW THEREFORE BE IT

RESOLVED, that the following members be and hereby are appointed / reappointed to the Cortland County Community Services Board and three Subcommittees for terms beginning March 27, 2025, and ending as reflected below:

COMMUNITY SERVICES BOARD (CSB):

APPOINT:

Alaina Zapf, Psy.D.	9 Forrest Ave, Cortland NY, 13045	Medical - Psychologist	12/31/2028
Michele Gravel	16 Lora Lane, Homer NY, 13077	IDD Agency	12/31/2028

REAPPOINT:

Alexandra Mikowski	98 Owego St, Cortland NY, 13045	Advocacy Agency	12/31/2028
*Kathryn Reynolds	4385 Cosmos Hill Rd., Cortland NY, 13045	Ret. CSE/Therapy dog	12/31/2025

***Special Term - one year extension - 12/31/2025**

MENTAL HEALTH SUBCOMMITTEE (MH):

APPOINT:

Alaina Zapf, Psy.D.	9 Forrest Ave, Cortland NY 13045	Medical - Psychologist	12/31/2028
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REAPPOINT:

Christopher Bergene	795 Pheasant Run, Cortland NY, 13045	State Agency - Children	12/31/2028
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SUBSTANCE USE DISORDER SUBCOMMITTEE (SUD)

REAPPOINT:

Amanda Howlett	2719 State Route 26, Cincinnatus NY 13040	Agency and Works with Homeless Population	12/31/2028
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DEVELOPMENTAL DISABILITIES SUBCOMMITTEE (DD)

APPOINT:

Michele Gravel	16 Lora Lane, Homer NY, 13077	IDD Agency	12/31/2028
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ON MOTION OF VAN DEE**AGENDA ITEM NO. 16****Abolish Sr. Case Aide/Create Social Welfare Examiner - Department of Social Services**

WHEREAS, the needs of the Department of Social Services will be better served by abolishing one (1) position of Senior Case Aide, and creating one (1) position of Social Welfare Examiner; 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 Senior Case Aide (Grade 10, CSEA, \$20.1738-\$25.5349/hr, competitive class, full time with benefits) be abolished effective March 27, 2025; AND BE IT FURTHER

RESOLVED, that one (1) position of Social Welfare Examiner (Grade 12, CSEA \$21.4940-\$27.2060/hr, competitive class, full time with benefits) be created with permission to fill effective March 28, 2025.

ON MOTION OF VAN DEE**AGENDA ITEM NO. 17****Create Part Time Public Health Educator - Health Department**

WHEREAS, the needs of the agency will be better served by creating one part-time position of Public Health Educator; AND

WHEREAS, the Health and Human Services Committee recommends the creation of this position, which is 100% grant funded; NOW THEREFORE, BE IT

RESOLVED, that one part-time position of Public Health Educator (Grade 18, 26.3374-33.3363/hr, CSEA, non-competitive class, part-time, 17 hrs/week, no benefits), be created with approval to fill on March 27, 2025; AND BE IT FURTHER

RESOLVED, that the position shall be abolished upon termination of the grant funding for the position.

ON MOTION OF VAN DEE**AGENDA ITEM NO. 18****Authorize Agreement Hearing Officer Services - Health Department**

WHEREAS, Cortland County requires a Hearing Officer to preside in cases for enforcement of the NYS Public Health Law, NYS Sanitary Code and the Cortland County Sanitary Code; AND

WHEREAS, Johnathan Wood, of 170 Myers Road, Lansing, New York, and Robert Spitzer, of 5333 Center St., Williamsburg, VA 23188 14882, will provide the services as necessary to meet the needs at a fee of \$200 per hour; AND

WHEREAS, monies for the above services are budgeted in Contracted Agencies expenditure account A40125.54815.EH; AND

WHEREAS, the term for this agreement shall be from April 1, 2025 to March 31, 2027; AND

WHEREAS, this agreement shall include a ninety (90) day extension clause allowing the agreement to be extended until June 30, 2027 if a successor agreement is not executed by March 31, 2027; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, are hereby authorized to execute agreements for the provision of said services.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 19

Accept Funds HUD Healthy Homes Production Grant - Health Department

WHEREAS, The U.S. Department of Housing and Urban Development (HUD has awarded \$1,933,255.30 to the Cortland County Health Department; AND

WHEREAS, these funds will be used to address multiple childhood diseases and injuries in the home by focusing on housing-related hazards in a coordinated fashion. The program will expand the Health Department's efforts to address a variety of high-priority environmental health and safety hazards; AND

WHEREAS, the Cortland County Health Department will partner and contract with CAPCO and RHI to help facilitate the grant deliverables; NOW THEREFORE BE IT,

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute all documents related to the HUD Health Homes Production Grant; AND BE IT FURTHER

RESOLVED, that the 2025 Adopted County Budget is hereby amended as follows:

Increase Revenue:

A40115.44401.HUD	PUBLIC HEALTH - FEDERAL	\$1,933,255.30
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Increase Expenditure:

A40115.51005.HUD	PERSONAL SERV	\$62,131.48
A40115.54815.HUD	CONTRACTED SERVICES	\$1,843,148.77
A40115.58020.HUD	RETIREMENT	\$8,698.41
A40115.58030.HUD	FICA	\$4,753.06
A40115.58060.HUD	HEALTH INS	\$14,523.58

ON MOTION OF VAN DEE

AGENDA ITEM NO. 20

Amend 2024 Budget Pre-K Tuition Costs - Health Department

WHEREAS, Cortland County's Pre-K Program, a mandatory program in which the County is required to pay for preschool services to children ages 3-5 with developmental disabilities, requires a budget amendment to the 2024 County budget to cover the increased costs of these services; AND

WHEREAS, due to the increase in the NYS rate of tuition and an increase in children requiring higher needs and more services, our PREK budget accounts are short on funding in 2024 in the amount of \$124,924; AND

WHEREAS, the Health Department can reallocate \$36,505 of the required amount but will need an additional \$88,419 to cover the 2024 expenses; NOW THEREFORE BE IT

RESOLVED, the 2024 adopted budget is hereby amended as follows:

Increase Expenditure:

A40465.54445.PREK	PREK TUITION	\$124,924
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Decrease Expenditure:

A40465.51010.PREK	PART TIME PAY	(\$6,712)
A40465.54015.PREK	MAINT AGRMT	(\$2,832)
A40465.58020.PREK	RETIREMENT	(\$1,723)
A40465.58030.PREK	FICA	(\$4,027)
A40595.51005.4052	PERS SERV	(\$10,017)
A40595.54045.4052	TRAVEL	(\$2,283)
A40595.58060.4052	HEALTH INS	(\$3,745)
A40595.58020.4055	RETIREMENT	(\$2,623)
A40595.58030.4055	FICA	(\$2,543)

ON MOTION OF VAN DEE

AGENDA ITEM NO. 21

Accept Funds Performance Incentive Initiative 2024-Health Department

WHEREAS, the New York State Dept. of Health has awarded the Cortland County Health Dept. \$20,286 for the 2024 Article Six Year 12 Performance Incentive; AND

WHEREAS, these funds will be used to support costs associated with chronic disease prevention focusing specifically on implementation of active community strategies for promoting physical activity; NOW THEREFORE BE IT

RESOLVED, the 2025 adopted budget is hereby amended as follows:

Increase Expenditure:

A40105.54060.4000	Advertising	\$20,286
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Increase Revenue:

A40105.43401.4000	Public Health State Aid	\$20,286
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Referred from Finance & Administration Committee

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 22

Amend 2025 Budget - Retiree Health Insurance

WHEREAS, in reviewing the 2025 Budget, it has been noted that the estimated County share of retiree health insurance is under budgeted; AND

WHEREAS, after reviewing the 2025 budget, it has been determined the County share of retiree health insurance needs to be increased; NOW THEREFORE BE IT

RESOLVED, the 2025 Cortland County Budget be and hereby is amended as follows:

Increase:

A90605.58060	Health Ins	\$2,300,000
A.359900	Appropriated Fund Balance	\$2,300,000

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 23

Local Law "C" of 2025 - a Local Law to Repeal Local Law 7 of 2024, a Local Law Overriding Tax Levy Limit for Fiscal Year 2025

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 2025 property tax cap override with Resolution No. 212-24 (Local Law No. 7 of 2024) on October 24, 2024; AND

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 March 27, 2025; NOW THEREFORE

BE IT ENACTED, by the Cortland County Legislature, Local Law "C" of 2025 - a Local Law to Repeal Local Law 7 of 2024, a Local Law Overriding Tax Levy Limit for Fiscal Year 2025, effective upon filing with the Office of the Secretary of State as provided by Section 27 of the Municipal Home Rule Law.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 24

Resolution Authorizing the County to Issue Notice of Termination of Sales Tax Agreement with the City of Cortland

WHEREAS, the existing Sales Tax Agreement between Cortland County and the City of Cortland, entered into on August 9, 2018, is set to continue through December 31, 2028, with an allowance for either party to terminate the agreement after June 1, 2023, upon providing six (6) months' notice and obtaining a two-thirds (2/3) majority vote of its governing board, as stated in the agreement; AND

WHEREAS, the City of Cortland Common Council previously adopted Resolution No. 62 on May 21, 2024, issuing notice of intent to terminate the existing sales tax agreement effective November 21, 2024, for the purpose of renegotiating a new agreement with the County of Cortland, but later rescinded that notice through Resolution No. 125 of 2024, adopted on October 15, 2024; AND

WHEREAS, Cortland County bears the responsibility of providing numerous state-mandated services, placing a significant financial burden on the County, and seeks a more equitable distribution of sales tax revenue that better reflects the needs and obligations of the County government; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 37-24 authorizing the creation of and appointment of members to the Cortland County Sales Tax Review Sharing Committee; AND

WHEREAS, the Cortland County Sales Tax Sharing Review Committee has recommended that the County issue a formal six-month notice of termination of the existing Sales Tax Agreement in accordance with the contractual provisions, in order to facilitate meaningful negotiations with the City of Cortland regarding a new agreement; AND

WHEREAS, the Sales Tax Sharing Review Committee further recommends that two members of the Committee be designated to participate in discussions with the City of Cortland as part of the negotiation process; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the formal six-month notice of termination of the existing Sales Tax Agreement between Cortland County and the City of Cortland, as permitted under the contract, in order to facilitate meaningful negotiations with the City of Cortland regarding a new agreement; AND BE IT FURTHER

RESOLVED, that the following two members of the Cortland County Sales Tax Sharing Review Committee shall be designated and are hereby authorized to engage in discussions with the City of Cortland and take all necessary steps to facilitate these negotiations:

Paul Heider & Cathy Bischoff

; AND BE IT FURTHER

RESOLVED, that this Resolution be and hereby is effective March 28, 2025; AND BE IT FURTHER

RESOLVED, that a copy of this resolution be provided to the Mayor of the City of Cortland, the City Common Council, and all relevant County and municipal officials.

Announcements

Adjournment