



Cortland County Legislature

Legislative Session

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

~ Agenda ~

Thursday, May 22, 2025

6:00 PM

Board Room

Public Hearings

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 - Apr 24, 2025 6:00 PM

Privilege of the Floor

Proclamations & Recognitions

Presentation of Petitions, Communications, Presentations and Notices

1. Cortland County Cooperative Extension 4-H Member, Elise Donlick, Presentation

Reports of Standing, Special and Ad Hoc Committees

Receive and File

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

Referred from Public Works Committee

ON MOTION OF HEIDER

AGENDA ITEM NO. 1

Authorize Engineering Agreement for Snow Removal Equipment (SRE) Acquisition - Highway Department

WHEREAS, the County of Cortland owns Cortland County Airport, General Levi R. Chase Field, and as owner, is eligible for federal grant monies for Airport Improvement Projects (AIP funding), and has agreed to all federal grant assurances promulgated by the United States Government, as administered by the FAA; AND

WHEREAS, the FAA and NYSDOT have offered grants to the County of Cortland for the purchasing of Snow Removal Equipment (SRE) for the Cortland County Airport; AND

WHEREAS, the County of Cortland desires to:

- a) Support and maintain the Cortland County Airport; and
- b) Provide for the highest possible safety of users engaged in aviation operations at the Cortland County Airport

; AND

WHEREAS, the Legislature has entered into a term agreement with McFarland Johnson Inc., 49 Court St, Ste 240, Binghamton, NY 13901 to provide professional engineering services for the Cortland County Airport; AND

WHEREAS, the Public Works Committee desires to authorize the use of McFarland Johnson, Inc. to provide professional services for the Snow Removal Equipment (SRE) Acquisition; AND

WHEREAS, the fee for the engineering agreement for the administration services for said Snow Removal Equipment (SRE) Acquisition is \$24,233.00; AND

WHEREAS, the funds shall be appropriated in account A56105.54055; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and approves the Engineering agreement with McFarland Johnson, Inc. to perform the Administration Services for the Snow Removal Equipment (SRE) Acquisition at a cost not to exceed \$24,233.00; AND BE IT FURTHER

RESOLVED, that the County Administrator or the Chair of the County Legislature, upon review and approval as to form by the County Attorney or designee, is hereby authorized to sign Engineering Agreement with McFarland Johnson, Inc. to perform Administration Services for the Snow Removal Equipment (SRE) acquisition at the Cortland County Airport, Chase Field.

ON MOTION OF HEIDER

AGENDA ITEM NO. 2

Award Bid for Snow Removal Equipment (SRE) at Chase Field, Cortland County Airport - Highway Department

WHEREAS, the Cortland County Highway Department advertised for bids for Snow Removal Equipment (SRE) to be used at Chase Field, the Cortland County Airport; AND

WHEREAS, the Cortland County Highway Department publicly opened the bids in accordance with County policy and received the following bids:

BIDDERS

BID AMOUNT

WHEREAS, based upon the results of the bid, the bid is to be awarded to the lowest responsible bidder; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Public Works Committee, the Cortland County Legislature hereby awards the (SRE) Snow Removal Equipment to _____ for the bid price listed above; AND BE IT FURTHER

RESOLVED, that the County Administrator or the Chair of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized to sign an agreement with _____ for an amount not to exceed _____; AND BE IT FURTHER

RESOLVED, that the Cortland County Finance Director is hereby authorized and directed to make payment from Account A56105.52015 for the purchase of the snow removal equipment as approved.

ON MOTION OF HEIDER

AGENDA ITEM NO. 3

Reject Bids for HVAC at Cortland County Highway Department - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued March 24, 2025 for the Replacement of the Rooftop HVAC and System Controls at the Cortland County Highway Department, and such bids were due and received by Monday, April 28, 2025; AND

WHEREAS, four (4) requests for proposals were received as follows:

Vendor	Address	Price
Planet Pro Heating & Air	32 Putnam Ave. Valley Stream NY, 11508	\$62,500.00
Carrier	6304 Carrier Parkway PO Box4808 Syracuse NY, 13221	\$62,256.00
EMCOR Services	704 Clinton Ave. South Rochester NY, 14620	\$45,150.00
TRANE	15 Technology Place East Syracuse NY, 13057	\$66,900.00

WHEREAS, based upon the results of the bid, it has been determined that it is in the County's best interest to reject all bids; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby formally rejects the bid proposals received for the Replacement of the Rooftop HVAC and System Controls at the Cortland County Highway Department.

ON MOTION OF HEIDER

AGENDA ITEM NO. 4

**Reject Bid for the Replacement of the Sprinkler System at the Cortland County Recycling Center-
Buildings & Grounds**

WHEREAS, the County issued a Request for Proposal (RFP) on March 24, 2024 for the replacement of the sprinkler system at the Cortland County Recycling Center; AND

WHEREAS, all proposals were solicited in accordance with County policy; AND

WHEREAS, the County received one bid from the following:

Petcosky Companies
421 Commerce Road
Vestal, NY, 13850

; AND

WHEREAS, based upon evaluation of the bid it has been determined that it is in the County's best interest to reject all bids; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby formally rejects the bid proposal received for the replacement of the sprinkler system at the Cortland County Recycling Center.

ON MOTION OF HEIDER

AGENDA ITEM NO. 5

**Support for the New York State Assembly and Senate to Pass a Strong Law to Modernize the
Existing State Bottle Bill**

WHEREAS, according to the State Department of Environmental Conservation (DEC), New York is facing a growing solid waste disposal crisis as landfills are closing and incinerators pollute the environment; AND

WHEREAS, according to the DEC, the state's most successful litter reduction and recycling program is the Bottle Deposit Law, by reducing New York's roadside container litter by 70%, with 5.5 billion containers recycled statewide in 2020, a redemption rate of covered beverage containers of

approximately 68%; AND

WHEREAS, the state Bottle Deposit Law, which was adopted over 40 years ago in 1982, has not been significantly updated to reflect the changes in the types of new, non-carbonated beverage containers; AND

WHEREAS, the state's Bottle Deposit has been set at a nickel since 1982, which is worth a bit more than one penny today; AND

WHEREAS, the fee charged for the handling of redeemed containers has not been increased since 2009, while the costs of doing business have increased significantly; AND

NOW THEREFORE BE IT RESOLVED, that the Cortland County Legislature urges the New York State Legislature to pass and Governor Kathy Hochul to sign into law a strong and effective Beverage Container Refundable Deposit Law that is modernized to reflect the best practices found nationwide reflected in S.5684/A.6543; AND BE IT FURTHER

RESOLVED, further, that the Cortland County Legislature shall forward copies of this resolution to Governor Kathy Hochul, the New York Assembly Speaker and New York State Senate Majority Leader, the local State Assemblymembers, the local State Senator, and all others deemed necessary and proper.

ON MOTION OF HEIDER

AGENDA ITEM NO. 6

Award Courthouse Dome Repair and Painting

WHEREAS, the Cortland County Highway Department advertised for bids for the repair and painting of the Cortland County Courthouse Dome; AND

WHEREAS, sealed bids were opened on April 17, 2025 at 2:00 p.m. at the Highway Administration Building; AND

WHEREAS, the bids received are as follows:

BIDDERS	BID AMOUNT
Larrabee Painting, LLC 4450 Kiwanis Road Cincinnatus, NY 13040	\$307,500.00
Valley Restoration, LLC 254 South Lake Street Litchfield, CT 06759	\$309,000.00

; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Buildings and Grounds Committee, the Cortland County Legislature hereby awards the repair and painting of the Courthouse Dome Project to the lowest responsible bidder being; _____13040 for the bid price listed above; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or the Chair of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized to execute an agreement with _____ for an amount not to exceed \$_____; AND BE IT FURTHER

RESOLVED, that the Cortland County Finance Director is hereby authorized and directed to make payment from account HH16205.52320.CHEXT for the repair and painting of the courthouse dome to the lowest responsible bidder, _____.

ON MOTION OF HEIDER

AGENDA ITEM NO. 7

Authorize Agreement with Trane for Replacement of HVAC and Controls at County

WHEREAS, the heating, ventilation, and air conditioning ("HVAC") unit and controls at the Cortland County Highway Department Building has reached the end of life; AND

WHEREAS, the Public Works Committee of the Cortland County Legislature recommends replacing the unit and controls; AND

WHEREAS, Trane U.S. Inc. has submitted a proposal on OGS contract in the amount of \$66,686.59 per for the replacement of the HVAC unit and controls; NOW THEREFORE BE IT

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon approval of the County Attorney or designee, is authorized to execute an agreement with Trane U.S. Inc., of 15 Technology Place, East Syracuse, NY 13057, for an amount not to exceed \$66,686.59.

Referred from Government Operations Committee

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 8

Authorize Mortgage Tax Disbursement for October 2024 - March 2025

WHEREAS, in accordance with New York State Tax Law, Article 11, § 261, the Semi-Annual Mortgage Tax Report for October 1, 2024 - March 31, 2025, has been prepared and submitted by the Cortland County Clerk and has been approved by the New York State Department of Taxation and Finance; AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Director of Finance; AND

WHEREAS, the mortgage tax has been calculated to apportion the basic mortgage tax between the towns and villages; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the Cortland County Director of Finance to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by electronic bank deposit based on the request of the receiving municipality.

Cincinnatus	\$4,940.99
Cortland	\$166,324.38
Cortlandville	\$53,922.68
Cuyler	\$3,070.58
Freetown	\$2,145.75
Harford	\$2,241.09
Homer, Town	\$19,053.12
Homer, Village	\$14,114.45

Lapeer	\$1,846.53
Marathon, Town	\$7,331.37
Marathon, Village	\$3,873.26
McGraw, Village	\$1,484.86
Preble	\$4,997.11
Scott	\$11,262.82
Solon	\$5,790.12
Taylor	\$1,483.01
Truxton	\$7,647.70
Virgil	\$18,029.78
Willet	\$3,542.66
TOTAL	\$333,102.26

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 9

Endorsing State Legislation Amending Chapter 443 of the Laws of 2007 Amending the Tax Law Relating to Authorizing the County of Cortland to Impose an Additional Mortgage Recording Tax, in Cortland County Until December 1, 2027 (Senate Bill No. ____, Assembly Bill No. ____)

WHEREAS, the Cortland County Legislature approved Resolution No. 6-25 and 82-25, "A Home Rule Request For Special Legislation to Amend the Tax Law, in Relation to Extending the Authorization For Imposition of Mortgage Recording Tax in Cortland County" and "Amend Resolution No. 6-25 to Amend the Home Rule Request for Special Legislation to Amend the Tax Law, in Relation to Extending the Authorization for Imposition of Local Mortgage Recording Tax in Cortland County"; AND

WHEREAS, New York State Tax Law §253-v presently authorizes Cortland County to adopt and amend local laws imposing a mortgage recording tax of twenty five cents (\$.25) for each one hundred dollars (\$100.00) and each remaining major fraction thereof of principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated in Cortland County and recorded on or after the date upon which such tax takes effect, (beginning September 30, 2007 and ending December 1, 2025); AND

WHEREAS, in the current economic climate it would create a fiscal hardship for Cortland County if this source of revenue was to expire, and such a loss would result in a substantial burden on County property owners through increased property taxes or loss of essential services; NOW THEREFORE BE IT

RESOLVED, that this Legislature endorses and requests State approval of Senate Bill No. ____ and Assembly Bill No. ____, and urges its elected representatives in the Senate and Assembly to support this legislation extending the authorization through December 1, 2027; AND BE IT FURTHER

RESOLVED, that the Clerk of this Legislature be and hereby is directed to prepare the documentation necessary for the New York State Legislature to enact said Legislation; AND BE IT FURTHER

RESOLVED, that the Chairman of the Legislature and Clerk of the Legislature be and hereby are authorized to execute the appropriate Home Rule Request for the enactment of said special law.

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 10

Amend 2025 Budget/Authorize Agreement with CivicPlus for Agenda and Minutes Software and Live Streaming Services - Clerk of the Legislature

WHEREAS, the Cortland County Legislature recognizes the need for a centralized, efficient, and publicly accessible platform to manage legislative agendas, minutes, and live-streamed meetings; AND

WHEREAS, CivicPlus offers an integrated software solution for agenda and minutes management and meeting live streaming that will enhance transparency, accessibility, and internal workflows; AND

WHEREAS, the proposed agreement with CivicPlus includes an initial implementation and setup cost; AND

WHEREAS, funds are not currently budgeted for this expense in the 2025 Adopted Budget; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Legislature, upon review and approval by the County Attorney or designee, and subject to appropriation by the legislature, is hereby authorized to execute an agreement with CivicPlus for agenda and minutes software and live streaming services, with an initial implementation and setup cost not to exceed \$17,000; AND BE IT FURTHER

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

INCREASE

A10405.54015	Maint. Agreements	\$17,000
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INCREASE

A.359900	Appr.Fund Balance	\$17,000
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ON MOTION OF NAUSEEF

AGENDA ITEM NO. 11

Authorize 2026 - 2029 Cortland County Sheriff and the County Police Association of Cortland (CPAC) Contract

WHEREAS, the County of Cortland/Cortland County Sheriff and the County Police Association of Cortland (CPAC) negotiating committees have met to negotiate a new contract; AND

WHEREAS, the negotiating committees have agreed on a new contract; AND

WHEREAS, CPAC ratified the contract on April 28, 2025; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the Agreement by and between the County of Cortland/Cortland County Sheriff and the County Police Association of Cortland, for the time period of January 1, 2026 to December 31, 2029.

Referred from Judiciary & Public Safety Committee

ON MOTION OF PRICE

AGENDA ITEM NO. 12

Accept Next Generation 911 Grant Award - Department of Emergency Response & Communications

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded the Cortland County Department of Emergency Response and

Communications a Next Generation 911 Grant (NG911) grant for FY2025 in the amount of \$1,266,796, resulting in no new county costs, in support of Next Generation 911 operations; AND

WHEREAS the grant performance period for the Next Generation 911 grant is August 1, 2025 to July 31, 2030; NOW THEREFORE BE IT

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

RESOLVED, that the 2025 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A302043.43306.NG911 DHSES Grant	\$0	\$0	\$1,266,796
INCREASE EXPENDITURE BUDGET:			
A30205.54048.NG911 Dept Specific Equipment	\$0	\$0	\$1,266,796

; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with the New York State Department of Homeland Security and Emergency Services at an amount not to exceed \$1,266,796; AND BE IT FURTHER

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

ON MOTION OF PRICE

AGENDA ITEM NO. 13

Authorize Purchase Contract - RapidSOS Expansion - Emergency Response & Communications

WHEREAS, Cortland County's Department of Emergency Response & Communications previously purchased next generation 911 software for its 911 facility at 22 West Court Street from Frontier Communications for the ability to receive RapidSOS information from cellular devices; AND

WHEREAS, Cortland County's Department of Emergency Response & Communications is seeking to increase our services and resources from RapidSOS and grant funding is available to fully fund this project for the term of the proposed contract; AND

WHEREAS, RapidSOS has returned a proposal for \$33,199.99 per year starting in 2025, five (5) year contract total of \$165,999.95, and the Department has funding available in account A30205.54048.NG911 for the 2025 budget year; NOW THEREFORE BE IT

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon approval of the County Attorney or designee, is authorized to execute a purchase order and contract agreement with Rapid SOS, 3 Park Avenue, Floor 22, New York, New York 10016 for \$33,199.99 per year for a five (5) year term.

Referred from Agriculture/Planning/Environment Committee

ON MOTION OF HARBIN

AGENDA ITEM NO. 14

Appoint Member - 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 is and hereby appointed to serve as a member of the Soil and Water Conservation District Board of Directors:

Name	Address	Capacity	Term Expiration
Timothy Elliott	1272 Texas Valley Road Marathon, NY 13803	Farm Bureau Representative	12/31/27

Referred from Health & Human Services Committee

ON MOTION OF VAN DEE

AGENDA ITEM NO. 15

Authorize Agreement with New York State Department of Health for Data Sharing - Health Department

WHEREAS, Emergency Medical Services in New York State report prehospital care data to the New York State Department of Health (NYSDOH) including but not limited to, overdose and opioid use; AND

WHEREAS, the de-identified data elements will be provided to the Cortland County Health Department via the Biospatial platform and ImageTrend Elite Viewer for EMS ePCR responses within the Cortland County Health Department's authority for all EMS data elements; AND

WHEREAS, the Cortland County Health Department will be able to use contemporary Emergency Medical Services (EMS) electronic pre-hospital care report (ePCR) data as a contributing data set in the creation of an Aggregate Data Product to identify and assess public health concerns within the their authority; AND

WHEREAS, there would be no cost to the County; NOW THEREFORE BE IT

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or designee, are hereby authorized to sign agreements with the New York State Department of Health for Data Use for Emergency Medical Services (EMS) electronic pre-hospital care report (ePCR) data.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 16

Rescind Resolution No. 64-25 -Accept Funds HUD Healthy Homes Production Grant - Health Department

WHEREAS, Resolution No. 64-25 authorized the acceptance of Funds HUD Healthy Homes Production Grant; AND

WHEREAS, the requirements of this grant are not feasible; AND

WHEREAS, the Health and Human Services Committee of the Cortland County Legislature recommends not moving forward with this grant award, upon recommendation of the Public Health Director; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 64-25 be and hereby is rescinded.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 17

Authorize Agreement Healthy Alliance Foundation, Inc. Social Care Network/Healthy Alliance IPA, LLC - Health Department

WHEREAS, the Health Department recommends entering into an agreement with the Healthy Alliance Foundation, Inc. (“Healthy Alliance”) and the Healthy Alliance IPA, LLC (“IPA”) to collect data for social determinants of health; AND

WHEREAS, Healthy Alliance has recently been designated as a Social Care Network (“SCN”) Lead Entity to establish, contract and coordinate a network of Community-Based Organizations (CBOs) and other organizations providing or arranging for health-related social needs (HRSN) services as part of the New York Health Equity Reform (NYHER) 1115 Waiver Demonstration Amendment (the “1115 Demonstration Waiver”); AND

WHEREAS, IPA is an independent practice association approved by the New York State Department of Health to arrange for the provision of health and health related services to members of managed care organizations (MCOs) and other community members outside of the 1115 Demonstration Waiver; AND

WHEREAS, the Health Department wishes to participate in certain initiatives to advance the objectives of the 1115 Demonstration Waiver and other key aspects of the operations of the SCN and IPA including but not limited to collaboration and performance monitoring of SCN and IPA participants and data sharing; AND

WHEREAS, the data collected can assist on the scope of the Community Health Improvement Plan/Community Health Assessment by using the shared data in prevention strategies within the community; AND

WHEREAS, there would be no cost to the County; NOW THEREFORE BE IT

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or designee, is hereby authorized to sign agreements with Healthy Alliance Foundation, Inc. and the Healthy Alliance IPA, LLC to collect data for social determinants of health.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 18

Reject Bids for Opioid Settlement Funds RFP

WHEREAS, Cortland County advertised and received bids for the Utilization of Cortland County Opioid Settlement Funds for Prevention, Treatment, Recovery, and Harm Reduction Initiatives; AND

WHEREAS, the County received bids from the following:

Family & Children’s Counseling Services
165 Main Street, Suite B
Cortland, NY 13045

Access to Independence of Cortland County, Inc.
26 North Main Street
Cortland, NY 13045

I PRO
1979 Marcus Avenue
Lake Success, NY 11042

Cortland County Mobility
60 Central Ave, Suite 114
Cortland, NY 13045

Rural Health Institute of New York
45 Crandall Street
Cortland, NY 13045

National Opinion Research Center
55 East Monroe Street, 30th Floor
Chicago, IL 60603

; AND

WHEREAS, based upon evaluation of the bids it has been determined that it is in the County's best interest to reject all bids; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby formally rejects the bid proposals received for the Utilization of Cortland County Opioid Settlement Funds for Prevention, Treatment, Recovery, and Harm Reduction Initiatives.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 19

Authorize Adoption of Cortland County Indigent Burial Policy

WHEREAS, The Cortland County Department of Social Services pursuant to Section 141 of the Social Services Law of the State of New York is responsible to provide for the care, removal and burial of the body of any recipient of public assistance or care including stillborn infants, who shall die, or of any person found dead in the welfare district, if the deceased leaves no funds sufficient to pay the expense of burial and there are no known relatives or friends or personal representatives liable or willing to accept responsibility for such expense; AND

WHEREAS, the Cortland County Department of Social Services has established a limit on the amount of money that can be spent on the burial of indigent persons within Cortland county and the limits defined below constitute an "indigent burial"; AND

WHEREAS, Cortland County indigent burial rates have not been adjusted since April 2017 when Resolution No. 126-17 established such rates; AND

WHEREAS, local funeral homes are working with Cortland County to provide essential services at reduced rates; AND

WHEREAS, if money is spent above the limits established herein, the burial is not an indigent burial and the Cortland County Department of Social Services is prohibited from providing any money to the funeral directors of services rendered to a deceased indigent person; AND

WHEREAS, it is appropriate and necessary at this time to revise said rates; NOW THEREFORE BE IT

RESOLVED, Resolution No. 126-17 be and hereby is rescinded effective June 30, 2025 at 11:59 PM; AND BE IT FURTHER

RESOLVED, that this County Legislature hereby authorizes the following rates and procedures, with an effective date of July 1, 2025:

1. **General Policy:**

- A. Indigent burials must be prior approved by the Cortland County Department of Social Services (hereinafter Department) at the time funeral arrangements are made. If funeral arrangements need to be made on a holiday or a weekend, the Department must be contacted on the next business day. In no case will the Department be liable for more than the amounts listed below. A member of the family or a representative will be required to complete a written application and face to face interview with the Department to determine eligibility for a Social Services burial unless the Department waives this for good cause.
- B. Cortland County **will only authorize payment for direct burials or cremations with no services.** The only exception is for a Veteran's funeral for which Cortland County will pay an additional \$1,000 to the above rates for a one (1) hour service including sundry items either at the funeral home or graveside.
- C. All burials and cremations, as well as any ancillary services provided herein, are to be in compliance with all local and state laws governing such practices.
- D. No funeral home will charge the Department more than the rates charged to the public for any item or service. All funeral homes providing indigent burial services will submit a list of their public rates to the Department by January 31st of each year. Whenever rates are adjusted, the Department will be notified.
- E. Within 48 hours of receiving approval from the Department for an indigent burial, funeral homes will provide the Department with a copy of the contract signed by the family.
- F. If the decedent has a life insurance policy, the beneficiary of that policy is a responsible party of the deceased, and the value of the policy is greater than the cost of burial/cremation, the application will be denied.

2. **Base Rates:**

A. **Burials**

Stillborn to 6 months -	\$638
Seven months Adult -	\$2,169

B. **Cremations -** \$2,169

C. **Anatomical Donations -** \$2,169

The base rates shall be recalculated by February 1st of each subsequent year using the US Department of Labor Consumer Price Index (CPI-U Northeast) previous calendar year average up to a maximum annual increase of 4%. The Department shall issue a letter to the funeral home directors each year on or about February 1st outlining the adjusted rate amounts.

Included in the base rates are the following items:

- A. Preparation of remains
- B. Use of preparation room
- C. Transportation within 10 miles to cemetery
- D. One courtesy death notice in the newspaper

The Department will not pay for the vault, urn or grave opening/closing for a cremation. Cremains will be returned to family.

3. **Additional Allowances to Funeral Homes:**

The following incidental burial items will be reimbursed at actual cost with properly documented receipts when applicable:

- A. Minimum casket required
 - B. Minimum outer enclosure
 - C. Minimum oversized vault
 - D. Cemetery equipment
 - E. Cemetery grave opening/closing charges up to \$800
 - F. Winter vault storage
 - G. Crematory costs
 - H. Outside professional services up to \$500
 - I. One death certificate provided to the Department, if required
 - J. When determined necessary, a disaster pouch and a sealed metal casket
4. **Transportation:** Transportation of deceased from place of death to the funeral home or crematory and from the crematory to the funeral home shall be at the rate of \$2.00 per mile for those miles in excess of ten (10) miles from the funeral home not to exceed 30 miles. Transportation from the funeral home to crematory is not reimbursable. Transportation of deceased from funeral home to place of interment shall be at a rate of \$2.00 per mile for those miles in excess of ten (10) miles from the funeral home not to exceed 30 miles. When anatomical donation is chosen, transportation costs to the State University of New York at Upstate Health Science Center, Syracuse, New York will be paid. When it is necessary to transport a body back to Cortland County, mileage at the rate of \$2.00 per loaded mile will be allowed from place of removal to funeral home with prior approval and at the discretion of the Department. Mileage back to Cortland County applies only in those cases where a Cortland County resident has been placed in a nursing home or hospital outside of the County.
5. **Cemetery Plots:** The Department will not pay for cemetery plots. Exceptions may be considered with proper documentation that no indigent burial plots are available within Cortland County.
6. **Supplementation:** Family or friends may not supplement the cost of the burial/cremation in any manner. Relatives or friends assume responsibility for the entire cost of burial/cremation arrangements should they wish to arrange a more expensive funeral or upgrade merchandise for the deceased beyond amounts in this policy resolution.
7. **Headstones:** These are not to be placed on plots that are either donated or purchased by the Department unless they are prior approved by the Department. With prior approval, the family or arranging party will be allowed to place a flush grave marker on the plot, at their expense, provided that the grave marker falls within the following guidelines: granite gray, no larger than 24"x12"x4", includes deceased's name and dates of birth/death only, and cost does not exceed \$1,200 (not including installation if required). For approval, the family or arranging party must submit to the Department a purchase order indicating size, stone type, lettering and cost to the arranging party.
8. **Benefits Due:** If through Social Security, life insurance or other sources, there are funds available, the Department will pay the difference between the combined assets/resources and the above stated maximum burial allowances. If the decedent has assets/resources equal to or above the maximum rates as adjusted each year, the Department will not contribute toward the burial/cremation. Where the Department is eligible to claim assets/resources, such as bank accounts and Veteran's benefits, the Department will pursue these assets after paying funeral homes the maximum allowable burial expenses.

9. **Billing and Remittance:** Claims for burials approved by the Department must be billed to the Department on a Cortland County voucher accompanied by an itemized billing statement and receipted bills as applicable. Vouchers must be submitted to the Department within thirty (30) days of the date of services. In the event that circumstances delay the submission of vouchers beyond thirty (30) days, consideration will be given if the funeral director can submit appropriate documentation justifying the circumstances leading to the late submission. All burial allowances receiving prior approval from the Department will be paid to the funeral home within thirty (30) days of receipt of all required items.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 20

Authorize Agreement with Response4Help - Office for Aging

WHEREAS, the Expanded In-Home Services for the Elderly (EISEP) and the National Family Caregiver Support (Title III-E) programs provide critical services to frail older adults; AND

WHEREAS, the Office for Aging requires the services of outside service providers and private organizations to fulfill its charge; AND

WHEREAS, the Office for Aging wishes to enter into a contract with Response4Help medical alert services for the provision of Personal Emergency Response Systems (PERS); AND

WHEREAS, the total amount of all EISEP and Title III-E contracts shall not exceed the available funds allocated to each program:

Total Allocation for EISEP PERS units is \$10,800

Total Allocation for Title III-E PERS units is \$5,400

; NOW THEREFORE BE IT

RESOLVED, that the County Administrator and/or the Chair of the Legislature, upon review and approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, be and hereby is authorized to execute said agreement.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 21

Authorize Agreements for Advancing Tobacco Free Communities Program - Health Department

WHEREAS, the New York State Department of Health has awarded Cortland County funding of the Advancing Tobacco Free Communities Grant (ATFC), Contract C40621GM for \$1,675,000 for the contract period of 5/1/2025-4/30/2030; AND

WHEREAS, the ATFC grant requires Cortland County to provide funding to one or more community organizations within its catchment area (Cortland, Tompkins and Chenango Counties) in support of addressing work plan deliverables related to tobacco use and exposure in multi-unit housing and/or tobacco waste in the environment; AND

WHEREAS, that recipient organizations should serve individuals/communities most impacted by tobacco-related morbidity and mortality; AND

WHEREAS, \$35,000 will be allocated to one or more community organizations within the ATFC catchment area between 5/1/2025 to 4/20/2026; AND

WHEREAS, Cortland County will release an application seeking proposals from eligible organizations which will be reviewed with approval from the New York State Bureau of Tobacco

Control; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby accepts this grants funding and authorizes the Finance Director to accept the funding and modify the budget as appropriate; AND BE IT FURTHER;

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or designee, are hereby authorized to sign agreements with the approved agencies; AND BE IT FURTHER

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

Referred from Finance & Administration Committee

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 22

Authorize First Quarter 2025 Sales Tax Distribution - Finance Department

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 provide for quarterly; AND

WHEREAS, the 2024 first quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for first quarter 2025 to be \$9,900,920.39; AND

WHEREAS, the total amount available for distribution is \$9,525,920.39, 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 (\$635,000.00) is to be withheld from the quarterly distribution; AND

WHEREAS, Cortland County receives (55%), or \$5,239,256.21 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 first quarter of 2025 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	\$1,655,604.96	\$-0-	\$1,655,604.96	\$-0-

Cincinnati, Town of	\$70,033.07	\$-0-	\$70,033.07	\$-0-
Cortlandville, Town of	\$818,444.29	\$-0-	\$818,444.29	\$-0-
Cuyler, Town of	\$68,391.46	\$(28,750.00)	\$39,641.46	\$-0-
Freetown, Town of	\$56,270.62	\$-0-	\$56,270.62	\$-0-
Harford, Town of	\$80,257.34	\$(70,000.00)	\$10,257.34	\$-0-
Homer, Town of	\$275,202.45	\$-0-	\$275,202.45	\$-0-
Homer, Village of	\$192,606.02	\$-0-	\$192,606.02	\$-0-
Lapeer, Town of	\$105,961.17	\$(330,000.00)	\$-0-	\$(224,038.83)
Marathon, Town of	\$81,704.87	\$-0-	\$81,704.87	\$-0-
Marathon, Village of	\$41,527.23	\$-0-	\$41,527.23	\$-0-
McGraw, Village of	\$35,928.74	\$-0-	\$35,928.74	\$-0-
Preble, Town of	\$154,385.58	\$-0-	\$154,385.58	\$-0-
Scott, Town of	\$88,290.39	\$-0-	\$88,290.39	\$-0-
Solon, Town of	\$82,786.65	\$-0-	\$82,786.65	\$-0-
Taylor, Town of	\$41,385.68	\$(20,000.00)	\$21,385.68	\$-0-
Truxton, Town of	\$109,662.78	\$-0-	\$109,662.78	\$-0-
Virgil, Town of	\$256,482.55	\$(25,000.00)	\$231,482.55	\$-0-
Willet, Town of	\$71,738.33	\$-0-	\$71,738.33	\$-0-
Total	\$4,286,664.18	\$(473,750.00)	\$4,036,953.01	\$(224,038.83)

; AND BE IT FURTHER

RESOLVED, that the Cortland County Finance Director 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.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 23

Authorize Agreement with Pracademic Partners for Recruiting Services for the Position of County Administrator

WHEREAS, the current Cortland County Administrator has announced retirement effective May 29, 2025; AND

WHEREAS, the Cortland County Legislature recognizes the importance of an efficient and professional search process to identify qualified candidates for the position of County Administrator; AND

WHEREAS, Pracademic Partners, located at 6534 Florence Lane, Livonia, NY 14487, has been identified as a qualified recruitment agency specializing in public sector executive searches; AND

WHEREAS, the County Legislature finds it in the best interest of Cortland County to enter into an agreement with Pracademic Partners to conduct a comprehensive recruitment process; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Legislature, upon review and approval by the County Attorney or designee, is hereby authorized to enter into an agreement with Pracademic Partners, of 6534 Florence Lane, Livonia, NY 14487, for professional recruitment services to assist in the hiring of a County Administrator, for an amount not to exceed \$19,500, to be paid from Account No. A12305.54055; AND BE IT FURTHER

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

INCREASE

A12305.54055	Professional Services	\$19,500
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DECREASE

A12305.51005	Personnel Services	\$19,500
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ON MOTION OF BISCHOFF

AGENDA ITEM NO. 24

Authorize 2026 - 2035 Sales Tax Agreement with the City of Cortland

WHEREAS, the County currently imposes a sales tax on retail sales and other similar transactions and compensatory use taxes in Cortland County, all as authorized by Section 1202 of the Tax Law of the State of New York; AND

WHEREAS, the existing Sales Tax Agreement between Cortland County ("County") and the City of Cortland ("City"), entered into on August 9, 2018, commenced on January 1, 2019 and 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, the County of Cortland adopted Resolution No. 69-25 on March 27, 2025, effective March 28, 2025, authorizing 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

WHEREAS, the County and City have engaged in meaningful negotiations and have reached an agreement; AND

WHEREAS, it is the desire of the City not to exercise its right of preemption pursuant to Section 1224(b) of the Tax Law of the State of New York; AND

WHEREAS, it is the decision of the County to continue to impose all of the sales tax as described in Articles 28 and 29 of the Tax Law of the State of New York and pursuant to the provisions of section 1210(a) of said law and shall not set aside any part thereof for County purposes or educational purposes except as provided; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the Chair of the Legislature, upon review and approval by the County Attorney or designee, to execute an agreement with the City of Cortland, subject to the approval of the Comptroller of the State of New York, with the following provisions:

- (1) Term: This agreement shall commence on January 1, 2026 and shall continue until December 31, 2035. On or after January 1, 2031, either party, if authorized by a two-thirds majority of its total governing board, may give notice of its desire to renegotiate the terms of the Agreement and the parties will negotiate in good faith. If the parties are unable to reach

an agreement after the passage of six (6) months of good faith negotiations, either party may cancel this contract upon giving the other party notice of at least six (6) months so authorized by a two-thirds majority vote of the terminating party's total governing board; AND

(2) Sales Tax shall be distributed as follows:

January 1, 2026 - December 31, 2026:

For County Purposes- 60.43%

For City Purposes - 17.07%

For Towns and Village Purposes - 22.50%

January 1, 2027 - December 31, 2027:

For County Purposes- 62.00%

For City Purposes - 17.50%

For Towns and Village Purposes - 20.50%

January 1, 2028 - December 31, 2028

For County Purposes- 64.00%

For City Purposes - 17.75%

For Towns and Village Purposes - 18.25%

January 1, 2028 - December 31, 2035

For County Purposes- 65.75%

For City Purposes - 17.99%

For Towns and Village Purposes - 16.26%

Announcements

Adjournment