



Cortland County Legislature

Legislative Session

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

~ Agenda ~

Thursday, May 23, 2024

6:00 PM

Board Room

Watch the Livestream of the Meeting at:

<https://cortlandcountyny.igmp2.com/Citizens/default.aspx>

Public Hearings

1. Local Law "C" of 2024, a Local Law Authorizing 12 and 13 Year Old Licensed Hunters to Hunt Deer with a Firearm or Crossbow During Hunting Season with the Supervision of an Adult Licensed Hunter

Salute to the Flag

Call to Order

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 Sandra Price	☐	☐	☐	
Legislator Ronald J. Van Dee	☐	☐	☐	
Legislator Keith VanGorder	☐	☐	☐	
Legislator Eugene Waldbauer	☐	☐	☐	
Legislator Susan Wilson	☐	☐	☐	
Chair of the Legislature Kevin Fitch	☐	☐	☐	

Approval of Minutes

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

Privilege of the Floor

Proclamations & Recognitions

Presentation of Petitions, Presentations, Communications, and Notice

1. Students Inside Government Presentation

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

ON MOTION OF FITCH

AGENDA ITEM NO. 1

Appoint Member - 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 term indicated below:

Name	Address/Designation	Capacity	Term to Expire
John Phelps	5878 Dillon Rd. Homer, NY 13077	Soil & Water Conservation District Chair	Duration of Term

Referred from Building & Grounds Committee

Referred from Highway Committee

Referred from Government Operations Committee

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 2

Amend 2024 Cortland County Legislative Calendar - Legislature

WHEREAS, Article VIII, Number 1 of the Cortland County Legislature Rules of Order state, "The Legislature may, at any meeting, by resolution, change the time and place of the next regularly scheduled meeting....."; AND

WHEREAS, it is to the benefit of the Legislature to recess during the month of July 2024 and cancel all standing committee meetings and legislative session; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the legislative calendar and cancels all legislative meetings for the month of July 2024.

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 3

Adopt Amended County Purchasing Policy

WHEREAS, the County's purchasing and procurement policy has been revised and updated to include an addendum with written consequences of non-compliance with the requirements of the County's purchasing policy; AND

WHEREAS, the amended purchasing policy is intended to supersede the County's current purchasing policy as well as any previously adopted changes to the current policy; AND

WHEREAS, the amended purchasing policy has been reviewed for content by the County Administrator, Clerk of the Legislature, Director of Finance and Manager of Audit and Financial Projects; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby adopts the amended purchasing policy; AND BE IT FURTHER

RESOLVED, that this policy shall supersede all previously adopted purchasing policies, as well as any previously adopted amendments to those policies; AND BE IT FURTHER

RESOLVED, that this policy will be effective May 24, 2024 for all County departments.

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 4

Authorize Mortgage Tax Disbursement - October 2023 - March 2024 - County Clerk

WHEREAS, in accordance with New York State Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for October 1, 2023-March 31, 2024, 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, Town of	\$5,197.26
Cortland, City of	\$91,977.01
Cortlandville, Town of	\$103,569.27

Homer, Village of	\$286.89
McGraw, Village of	\$2,881.31
Cuyler, Town of	\$5,094.45
Freetown, Town of	\$6,270.36
Harford, Town of	\$101,502.50
Homer, Town of	\$23,224.06
Homer, Village of	\$17,315.60
Lapeer, Town of	\$7,170.85
Marathon, Town of	\$8,265.31
Marathon, Village of	\$4,421.12
Preble, Town of	\$9,210.99
Scott, Town of	\$8,498.31
Solon, Town of	\$6,741.07
Taylor, Town of	\$2,426.99
Truxton, Town of	\$2,501.20
Virgil, Town of	\$23,145.04
Willet, Town of	\$5,409.15
Total	\$435,108.74

Referred from Judiciary & Public Safety Committee

ON MOTION OF PRICE

AGENDA ITEM NO. 5

Authorize Use of County Vehicle Repair/Replacement Reserve for Sheriff Vehicle - Sheriff's Office

WHEREAS, the Cortland County Legislature adopted Resolution No. 107-15, which established the County Vehicle Repair/Replacement Reserve for the purpose of vehicle related costs; AND

WHEREAS, funds are required for the repair of a Sheriff Road Patrol vehicle damaged in an accident; AND

WHEREAS, the County Vehicle Repair/Replacement Reserve balance at December 31, 2023 was \$109,839; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature be and hereby approves the use of the County Vehicle Repair/Replacement Reserve for the repair of a damaged Sheriff Road Patrol vehicle; AND BE IT FURTHER

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

Increase:

A31205.54765	Vehicle Accident & Repair	\$2,500.00
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A351100	Appropriated Reserves	\$2,500.00
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Referred from Agriculture/Planning/Environment Committee

ON MOTION OF HARBIN

AGENDA ITEM NO. 6

Appoint Member to the Transportation Advisory Committee

WHEREAS, Resolution No. 289-19 authorized the formalization of the Transportation Advisory Committee as a Citizen's Advisory Committee, AND

WHEREAS, the Transportation Advisory Committee, as a formal subcommittee of the Agriculture, Planning, and Environmental Committee, will consist of a membership from a wide variety of community service agencies and government agencies, AND

WHEREAS, the Cortland County Legislature approved changes to the Bylaws of the Transportation Advisory Committee, which include staggering terms of members, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby appoints the following to the Transportation Advisory Committee:

NAME	AGENCY/CAPACITY	TERM ENDING
Beau Harbin	Legislative Representative	12/31/2024

Referred from Health & Human Services Committee

ON MOTION OF VAN DEE

AGENDA ITEM NO. 7

Authorize Expanded In-Home Services for the Elderly (EISEP) and Caregiver Respite Programs - Office for Aging

WHEREAS, the Expanded In-Home Services for the Elderly and Caregiver Respite 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 Stafkings Healthcare Systems, Inc. for the provision of non-medical personal care, chore/housekeeping services, and caregiver respite; AND

WHEREAS, the total amount of all EISEP and Caregiver Respite contracts shall not exceed the available funds allocated to each program as follows:

Total Allocation for EISEP Services is \$130,652
Total Allocation for Caregiver Respite is \$2,500

; NOW THEREFORE BE IT

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

ON MOTION OF VAN DEE

AGENDA ITEM NO. 8

Appoint Members - Older Americans Act Advisory Council

WHEREAS, the By-Laws of the Older Americans Act Advisory Council of the Cortland County Office for 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 be and hereby is appointed to the Older Americans Act Advisory Council of the Cortland County Office for Aging:

Name	Capacity	Term Number	Term Expiration
Regina B. Grantham	Community Member	1 st Term	12/31/2026
Fan Zhang	Community Member	1 st Term	12/31/2026

ON MOTION OF VAN DEE

AGENDA ITEM NO. 9

Amend 2024 Daycare Budget - Department of Social Services

WHEREAS, expenditures for Daycare cases are continuing to increase this year and are expected to exceed the amount appropriated in our 2024 budget; NOW THEREFORE BE IT

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

INCREASE:

Daycare Expenditures

A60105.56055 current \$900,000.00 INCREASE \$450,000.00 new = \$1,350,000.00

Daycare Revenues

A601043.43655 current \$846,578.00 INCREASE \$450,000.00 new = \$1,296,578.00

ON MOTION OF VAN DEE

AGENDA ITEM NO. 10

Authorize Agreement for Enhanced Non-Residential Services for TANF Domestic Violence Funds with Cortland YWCA- Department of Social Services

WHEREAS, the New York State Office of Children and Family Services has allocated Temporary Assistance for Needy Families (TANF) funds for Non-Residential Domestic Violence Services; AND

WHEREAS, the Young Women's Christian Association (YWCA) Aid to Victims of Violence (AVV) program is an authorized provider of such services; AND

WHEREAS, the funding needed for this agreement is provided through a State allocation of Federal TANF money and will be paid from Account A60105.54800.4693, Enhanced Non-Residential Domestic Violence, and the revenue will be posted in Account A601044.44689.4693; NOW THEREFORE BE IT

RESOLVED, the County Administrator, 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 enter into an agreement for the time period of July 1, 2024, through September 30, 2025, for an amount not to exceed \$31,250 with the YWCA of Cortland.

Authorize Agreement with Eves Digital, a Division of Eves Broadcasting Inc. to Provide Website Design and Social Media Concierge Services Under the National Children's Alliance Domestic Trafficking Victims Fund Grant – Child Advocacy Center

WHEREAS, the Cortland County Child Advocacy Center was awarded Domestic Trafficking Victims Funds to develop a system response for commercial sexual exploitation of children and child sexual abuse material including the creation and maintenance of a Cortland Safe Harbour website, Facebook and Instagram Pages; AND

WHEREAS, the Cortland County Child Advocacy Center desires to contract with Eves Digital, a Division of Eves Broadcasting Inc., Advertising of New York, Inc., of 12 South Main Street, Homer, New York 13077 for the Website Design and Maintenance and Social Media Concierge Services; AND

WHEREAS, the cost of the Website (creation and maintenance) is \$5,400.00; AND

WHEREAS, the cost of the Social Media Concierge Service is \$2,100.00; AND

WHEREAS, this contract shall be for the term January 1, 2024 through December 31, 2024 for a total cost not to exceed \$7,500; AND

WHEREAS, these expenses are budgeted in account Professional Services A40505-54015-DTVF; NOW THEREFORE BE IT

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

Appoint 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 Disability (DD) and Substance Use Disorder (SUD) 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; 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 to the Cortland County Community Services Board and three Subcommittees for terms beginning May 24, 2024 and ending as December 31, 2028:

APPOINT FIRST TERM (TERM EXPIRATION 12/31/2028) except as listed:

Community Services Board (CSB)

Lisa Roos	134 Homer Ave, Cortland, NY - Hospital Rep
Felicia Outlaw	3727 Westvale Dr., Cortland, NY - Advocate versed in multiple disciplines
Amanda Hudson	3914 Highland Rd., Cortland, NY - School SEC

Substance Use Disorder Subcommittee (SUD)

Brittany VanWinkle	21 Sears Rd., Groton, NY 13073 - Hands on experience SUD community
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Development Disability Subcommittee (DD):

Felicia Outlaw	3727 Westvale Dr., Cortland NY - Advocate with DD experience
Kathryn Reynolds	4385 Cosmos Hill Rd., Cortland, NY - Retired School CSE - Current advocate and owner of Sadie the therapy dog!

Mental Health Subcommittee (MH)

Pearl Reed-Klein	122 Indian Brook Rd., Greene, NY 13778 - Psychologist
Brittany VanWinkle	21 Sears Rd., Groton, NY 13073 - Agency rep and advocate

ON MOTION OF VAN DEE

AGENDA ITEM NO. 13

Authorize Intern Agreements for Cortland County - Mental Health Department

WHEREAS, Cortland County Mental Health Department desires to enter into an agreement with the following colleges to allow students to obtain training and experience; AND

WHEREAS, the colleges with potential interns that would benefit the county include:

Binghamton University
Broome Community College
Cornell University
Fordham University
Houghton College
Ithaca College
Keuka College
LeMoyne College
Marywood University
Onondaga Community College
Rutgers University
State University of New York at Cortland
State University of New York at Upstate
Syracuse University
St. Bonaventure University
St. John Fisher University
Tompkins-Cortland Community College
Utica College

; AND

WHEREAS, the Cortland County Mental Health Department is willing to accept said students for such purposes; AND

WHEREAS, this list and agreements may stay in effect for up to five years unless otherwise

terminated; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to sign agreements for internship placements.

Referred from Finance & Administration Committee

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 14

Authorize First Quarter 2024 Sales Tax Distribution - Finance

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 2024 to be \$9,641,447.14; AND

WHEREAS, the total amount available for distribution is \$9,266,447.14, 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 (55%), or \$5,096,545.93 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 2024 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	\$1,610,508.51	\$-0-	\$1,610,508.51	\$-0-
Cincinnatus, Town of	\$70,171.03	\$-0-	\$70,171.03	\$-0-
Cortlandville, Town of	\$782,860.35	\$-0-	\$782,860.35	\$-0-
Cuyler, Town of	\$64,555.53	\$(28,750.00)	\$35,805.53	\$-0-
Freetown, Town of	\$52,371.18	\$-0-	\$52,371.18	\$-0-
Harford, Town of	\$71,352.36	\$(70,000.00)	\$1,352.36	\$-0-
Homer, Town of	\$283,052.42	\$-0-	\$283,052.42	\$-0-
Homer, Village of	\$199,899.11	\$-0-	\$199,899.11	\$-0-

Lapeer, Town of	\$106,350.38	(\$82,500.00)	\$23,850.38	\$-0-
Marathon, Town of	\$81,943.06	\$-0-	\$81,943.06	\$-0-
Marathon, Village of	\$42,018.16	\$-0-	\$42,018.16	\$-0-
McGraw, Village of	\$34,846.40	\$-0-	\$34,846.40	\$-0-
Preble, Town of	\$145,160.67	\$-0-	\$145,160.67	\$-0-
Scott, Town of	\$83,293.94	\$-0-	\$83,293.94	\$-0-
Solon, Town of	\$78,604.36	\$-0-	\$78,604.36	\$-0-
Taylor, Town of	\$41,215.70	(\$20,000.00)	\$21,215.70	\$-0-
Truxton, Town of	\$103,374.45	(\$90,000.00)	\$13,374.45	\$-0-
Virgil, Town of	\$253,396.73	(\$25,000.00)	\$228,396.73	\$-0-
Willet, Town of	\$64,926.87	\$-0-	\$64,926.87	\$-0-
Total	\$4,169,901.21	(\$316,250.00)	\$3,853,651.21	\$-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. 294-20.

Announcements

Adjournment