



Cortland County Legislature

Legislative Session

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

~ Minutes ~

Thursday, May 26, 2022

6:00 PM

Board Room

Salute to the Flag

Public Hearings

1. Local Law "E" of 2022 - a Local Law to Adopt Amendments to the New York State Open Meetings Law for the Expanded Use of Videoconferencing

RESULT:	CLOSED [UNANIMOUS]
MOVER:	Ann Homer, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

2. Community Development Block Grant (CDBG) Submission of One or More Applications for the 2022 Program Year

RESULT:	CLOSED [UNANIMOUS]
MOVER:	Ann Homer, Legislator
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

Call to Order

The meeting was called to order at 6:03 PM by Chair of the Legislature Kevin Fitch

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Legislator	Present	
Beau Harbin	Cortland County, NY	Minority Leader	Present	
Cathy Bischoff	Cortland County, NY	Legislator	Present	
Ronald J. Van Dee	Cortland County, NY	Legislator	Present	
Susan Wilson	Cortland County, NY	Legislator	Present	
Richard Stock	Cortland County, NY	Legislator	Present	
Ann Homer	Cortland County, NY	Legislator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Linda Jones	Cortland County, NY	Legislator	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Legislator	Present	
Christopher Newell	Cortland County, NY	Legislator	Remote	
Joseph Nauseef	Cortland County, NY	Legislator	Present	
Eugene Waldbauer	Cortland County, NY	Legislator	Present	
Sandra Price	Cortland County, NY	Legislator	Present	
George Wagner	Cortland County, NY	Majority Leader	Present	
Paul Heider	Cortland County, NY	Legislator	Present	
Mitchel Eccleston	Cortland County, NY	Legislator	Present	

Approval of Minutes

1. Cortland County Legislature - Special Meeting - Apr 21, 2022 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ann Homer, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

2. Cortland County Legislature - Legislative Session - Apr 28, 2022 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ann Homer, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

Privilege of the Floor

Proclamations & Recognitions

1. Proclamation for Mahlon Irish for 61 Years of Service

RESULT:	COMPLETED
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2. Proclamation for Gary Mceuen for 50 Years of Service

RESULT:	COMPLETED
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3. Proclamation for Elder Abuse Prevention Month 2022

RESULT:	COMPLETED
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4. Aphasia Awareness Month 2022

RESULT:	COMPLETED
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5. Proclamation for June Dairy Month 2022

RESULT:	COMPLETED
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6. Proclamation for Pride Month 2022

RESULT:	COMPLETED
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Presentation of Petitions, Communications, and Notice

Receive and File

Reports of Standing, Special and Ad Hoc Committees

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

AGENDA ITEM NO. 1 – Local Law “D” for the Year 2022 – a Local Law Redistricting the County of Cortland

A roll call vote was taken as follows:

	Votes	AYE	NO	Total
Bentley (LD1)	2744		1	0
Bischoff (LD3)	2743		1	0
Eccleston (LD17)	3379		1	0
Fitch (LD8)	2990		1	0
Harbin (LD2)	2747		1	0
Heider (16)	3192		1	0
Homer (LD7)	2743		1	0
Jones (LD9)	2989		1	0
Nauseef (LD12)	2819		1	0
Newell (LD11)	2837		1	0
Preston (LD10)	2995		1	0
Price (LD14)	3344		1	0
Stock (LD6)	2740		1	0
VanDee (LD4)	2743		1	0
Wagner (LD 15)	2734		1	0
Waldbauer (LD13)	2853		1	0
Wilson (LD5)	2744		1	0
Total	49336			0
		Majority	24669	
		2/3rd	32892	

RESULT: FAILED [0 TO 17]
MOVER: Kevin Fitch, Chair of the Legislature
SECONDER: Cathy Bischoff, Legislator
NAYS: Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF FITCH

RESOLUTION NO.

Local Law “D” for the Year 2022 – a Local Law Redistricting the County of Cortland

WHEREAS, Local Law 2 of 1972 - A Local Law Reapportioning the County of Cortland, established the legislative form of government and the legislative districts for the County of Cortland, AND

WHEREAS, pursuant to Section 206 of Local Law No. 2 of 1972, the Cortland County Legislature shall appoint a commission to evaluate the existing County legislative districts for equity and representation in relation to population within six months after the publication of the results of the regular census taken in Cortland County, AND

WHEREAS, the Chairman of the Legislature formed the Redistricting Commission and a citizen’s advisory committee to prepare a Local Law for presentation to the Cortland County Legislature, AND

WHEREAS, the Redistricting Commission recommends Local Law “D” of 2022 be presented to the full legislature, AND

WHEREAS, the Cortland County legislative election districts, as established in 2012 by Local Law 6 of 2012, are required to be modified to meet legislative district population requirements, AND

WHEREAS, the United States Census Bureau has established Census Blocks utilized in the 2020 Federal Census, AND

WHEREAS, the census tract numbers have been incorporated in setting the boundaries for the Cortland County legislative districts, AND

WHEREAS, Local Law “D” for the Year 2022 - a Local Law Redistricting the County of Cortland has been in its final form upon the desks of the members of the Legislature at least seven calendar days prior to this date, AND

WHEREAS, a Public Hearing for Local Law “D” of 2022, was held May 19, 2022, before this Legislature, following the publication of notice thereof required by law, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby directs the Board of Elections to make the necessary modifications to the election districts established in 2012 as described in Article 2, AND BE IT FURTHER

RESOLVED, that Local Law “D” for 2022 be passed and enacted as follows:

Local Law “D” for the Year 2022 - A Local Law Redistricting the County of Cortland

CONTENTS

Article 1.	Purpose
Article 2.	Reapportionment of districts
Article 3.	Effect on Local Laws and Resolutions
Article 4.	Effective date

ARTICLE 1.

This Local Law sets forth revised Legislative districts which have been developed based upon the 2020 federal census with the conformity of the “one person-one vote” concept as its objective.

ARTICLE 2.

Reapportionment of Districts: For the purpose of electing legislators, Cortland County will be divided into seventeen (17) legislative districts the population of which shall be based on the Two Thousand Twenty (2020) federal census. The territorial boundaries and population of these districts are as follows:

Districts: With the passage of this Local Law the districts from which legislators in Cortland County will be elected effective with the November 2023 Election and their respective populations are as follows:

LEGISLATIVE DISTRICT NO. 1

City of Cortland (Census Blocks 360239707001000, 360239707001001, 360239707001002, 360239707001003, 360239707001004, 360239707002000, 360239707002001, 360239707002002, 360239707002003, 360239707002004, 360239707002005, 360239707002006, 360239707002007, 360239707002008, 360239707002009, 360239707002010, 360239707002011, 360239707002012, 360239707002013, 360239707002014, 360239707002015, 360239707002016, 360239707002017, 360239707002018, 360239707002019, 360239707002020, 360239707003002, 360239707003003, 360239707003004, 360239707003005, 360239707004000, 360239707004001, 360239707004002, 360239707004003,

360239707004004, 360239707004005, 360239707004006, 360239707004007,
360239707004008, 360239707004009, 360239707004010, 360239707004011,
360239707004012, 360239707004013)
Town of Cortlandville (Census Blocks 360239710001023, 360239710001028,
360239710002001, 360239710002003, 360239710002004)

Population: 2,722

LEGISLATIVE DISTRICT NO. 2

City of Cortland (Census Blocks 360239705003007, 360239706002000,
360239706002001, 360239706002002, 360239706002003, 360239706002004,
360239706002005, 360239706002006, 360239706002007, 360239706002008,
360239706004004, 360239706004005, 360239707001008, 360239707003008,
360239707003009, 360239707005000, 360239707005001, 360239707005002,
360239707005003, 360239707005004, 360239707005005, 360239707005006,
360239707005007, 360239707005008, 360239707005009, 360239707005010,
360239708001000, 360239708001001, 360239708001005, 360239708001006,
360239709003003, 360239709003004, 360239709003005, 360239709003006,
360239709004001, 360239709004002)

Population: 2,700

LEGISLATIVE DISTRICT NO. 3

City of Cortland (Census Blocks 360239707001005, 360239707001006,
360239707001007, 360239708001002, 360239708001003, 360239708001004,
360239708001007, 360239708001008, 360239708001009, 360239708001010,
360239708001011, 360239709004003, 360239709004004, 360239709004005)
Town of Cortlandville (Census Blocks 360239710002017, 360239710002018,
360239710002019, 360239710002021, 360239710002028, 360239710002029,
360239710002030, 360239710002031)

Population: 2,757

LEGISLATIVE DISTRICT NO. 4

City of Cortland (Census Blocks 360239709002001, 360239709002002,
360239709002003, 360239709002004, 360239709002005, 360239709002008,
360239709002009, 360239709002010, 360239709003007, 360239709004000,
360239709004006, 360239709004007, 360239709004008, 360239709004009,
360239709004010, 360239709004011, 360239709004012, 360239709004013,
360239709004014, 360239709004015, 360239709004016, 360239709004017,
360239709004018)
Town of Cortlandville (Census Blocks 360239704003021, 360239704003022,
360239710004000, 360239710004001, 360239710004002, 360239710004003,
360239710004004, 360239710004005, 360239710004006, 360239710004007,
360239710004023, 360239710005000, 360239710005001, 360239710005002)

Population: 2,716

LEGISLATIVE DISTRICT NO. 5

City of Cortland & (Census Blocks 360239706003000, 360239706003001,
360239706003002, 360239706003003, 360239706003004, 360239706003005,
360239706003006, 360239706003007, 360239706003008, 360239709001000,
360239709001001, 360239709001002, 360239709001003, 360239709001004,

360239709001005, 360239709001006, 360239709001007, 360239709001008,
360239709001009, 360239709001010, 360239709001011, 360239709001012,
360239709002000, 360239709002006, 360239709002007, 360239709003000,
360239709003001, 360239709003002, 360239709003008 ,360239709003009,
360239709003010)

Town of Cortlandville (Census Block 360239704003011)

Population: 2,812

LEGISLATIVE DISTRICT 6

City of Cortland (Census Blocks 360239705001000, 360239705001001,
360239705001002, 360239705001003, 360239705001004, 360239705001005,
360239705001006, 360239705001007, 360239705001008, 360239705001009,
360239705001010, 360239705001011, 360239705001012, 360239705001013,
360239705001014, 360239705001015, 360239705001016, 360239705004003,
360239705004005, 360239705004006, 360239706001000, 360239706001001,
360239706001002, 360239706001003, 360239706001004, 360239706001005,
360239706001006, 360239706001007, 360239706001008, 360239706001009,
360239706001010, 360239706001011, 360239706001012)

Population: 2,717

LEGISLATIVE DISTRICT 7

City of Cortland & (Census Blocks 360239705002000, 360239705002001,
360239705002002, 360239705002003, 360239705002004, 360239705002005,
360239705002006, 360239705002007, 360239705002008, 360239705002009,
360239705002010, 360239705002011, 360239705002012, 360239705003000,
360239705003001, 360239705003002, 360239705003003, 360239705003004,
360239705003005, 360239705003006, 360239705004000, 360239705004001,
360239705004002, 360239705004004, 360239706004000, 360239706004001,
360239706004002, 360239706004003, 360239707003000, 360239707003001,
360239707003006, 360239707003007)

Town of Cortlandville (Census Blocks 360239710001000, 360239710001001,
360239710001002, 360239710001025, 360239710001026, 360239710001027,
360239710001029)

Population: 2,685

LEGISLATIVE DISTRICT NO. 8

Town of Preble (All Census Blocks)

Town of Scott (All Census Blocks)

Town of Homer (Census Blocks 360239702021007, 360239702022000,
360239702022001, 360239702022008, 360239702022009, 360239702022010,
360239702022011, 360239702022012, 360239702022013, 360239702022014,
360239702022015)

Population: 2,689

LEGISLATIVE DISTRICT NO. 9

Town of Truxton (All Census Blocks)

Town of Homer (Census Blocks 360239702021000, 360239702021001,
360239702021002, 360239702021003, 360239702021004, 360239702021005,

360239702021006, 360239702021008, 360239702021009, 360239702021010, 360239702021011, 360239702021012, 360239702021013, 360239702021014, 360239702021015, 360239702021016, 360239702021017, 360239702021018, 360239702021019, 360239702021020, 360239702021021, 360239702021024, 360239702021025, 360239702021026, 360239702021028, 360239702021029, 360239702021030, 360239702021031, 360239702021032, 360239702021033, 360239702021036, 360239702021037, 360239702021038, 360239702021039, 360239702021040, 360239702021041, 360239702021042, 360239702021043, 360239702021044, 360239702021045, 360239702021046, 360239702021047, 360239702021048, 360239702021050, 360239702021051, 360239702021052, 360239702021053, 360239702021054, 360239702021055, 360239702021056, 360239702021057, 360239702021058, 360239702021059, 360239702021060, 360239702021061, 360239702021062, 360239702021063, 360239702021064, 360239702021065, 360239702021066, 360239702021067, 360239702021068, 360239702021069, 360239702021070, 360239702022002, 360239702022003, 360239702022004, 360239702022005, 360239702022006, 360239702022007, 360239702022016, 360239702022017, 360239702022018, 360239702022019, 360239702022022, 360239702022024, 360239702022056, 360239702022057, 360239702022058, 360239702022064, 360239702022065, 360239702022075)

Population: 2,755

LEGISLATIVE DISTRICT NO. 10

Town of Homer (Census Blocks 360239702021022, 360239702021023, 360239702021027, 360239702021034, 360239702021035, 360239702021049, 360239702022020, 360239702022021, 360239702022023, 360239702022025, 360239702022026, 360239702022027, 360239702022028, 360239702022029, 360239702022030, 360239702022031, 360239702022032, 360239702022033, 360239702022034, 360239702022035, 360239702022036, 360239702022037, 360239702022038, 360239702022039, 360239702022040, 360239702022041, 360239702022042, 360239702022043, 360239702022044, 360239702022045, 360239702022046, 360239702022047, 360239702022048, 360239702022049, 360239702022050, 360239702022052, 360239702022059, 360239702022060, 360239702022063, 360239702022073, 360239703001000, 360239703001001, 360239703001002, 360239703001003, 360239703001015, 360239703001016, 360239703001017, 360239703002000, 360239703002001, 360239703002002, 360239703002003, 360239703002004, 360239703002005, 360239703002006, 360239703002007, 360239703002008, 360239703002009, 360239703002010, 360239703002011, 360239703002012, 360239703002013, 360239703002014, 360239703003000, 360239703003001, 360239703003002, 360239703003003, 360239703003004, 360239703003005, 360239703003006, 360239703003007, 360239703003008, 360239703003009, 360239703003010, 360239703003011, 360239703003012, 360239703003013, 360239703003014, 360239703003015)

Population: 2,812

LEGISLATIVE DISTRICT NO. 11

Town of Cortlandville (Census Blocks 360239703001004, 360239703001005, 360239703001006, 360239703001007, 360239703001008, 360239703001009, 360239703001010, 360239703001011, 360239703001012, 360239703001013, 360239703001014, 360239703004000, 360239703004001, 360239703004002, 360239703004003, 360239703004004, 360239703004005, 360239703004006, 360239703004007, 360239703004008, 360239703004009, 360239703004010, 360239703004011, 360239703004012, 360239710001003, 360239710001004,

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Town of Homer (Census Blocks 360239702022051, 360239702022053, 360239702022054, 360239702022055, 360239702022061, 360239702022062, 360239702022066, 360239702022067, 360239702022068, 360239702022069, 360239702022070, 360239702022071, 360239702022072, 360239702022074)

Population: 2,809

LEGISLATIVE DISTRICT NO. 12

Town of Cortlandville (Census Blocks 360239704001003, 360239704001004, 360239704001005, 360239704001006, 360239704001007, 360239704001008, 360239704001009, 360239704001010, 360239704001011, 360239704001012, 360239704001013, 360239704001014, 360239704001015, 360239704001016, 360239704001017, 360239704001018, 360239704001019, 360239704001020, 360239704001021, 360239704001022, 360239704001025, 360239704001026, 360239704001027, 360239704001028, 360239704001029, 360239704001030, 360239704001031, 360239704001032, 360239704001033, 360239704001034, 360239704001035, 360239704001036, 360239704001037, 360239704001038, 360239704001039, 360239704001040, 360239704001041, 360239704001042, 360239704001044, 360239704001045, 360239704001046, 360239704001047, 360239704001048, 360239704002003, 360239704002004, 360239704002005, 360239704002006, 360239704002007, 360239704002008, 360239704002009, 360239704002010, 360239704002011, 360239704002012, 360239704002013, 360239704002014, 360239704002018, 360239704002019, 360239704002020, 360239704002021, 360239704002022, 360239704002023, 360239704002024, 360239704002025, 360239704002026, 360239704002027, 360239704002028, 360239704002029, 360239704002030, 360239704002031, 360239704002032, 360239704002033, 360239704002034, 360239704002035, 360239704002036, 360239704002037, 360239704002038, 360239704002039, 360239704002040, 360239704002041, 360239704002042, 360239704002043, 360239704003000, 360239704003001, 360239704003002, 360239704003003, 360239704003004, 360239704003005, 360239704003006, 360239704003007, 360239704003008, 360239704003009, 360239704003010, 360239704003012, 360239704003013, 360239704003014, 360239704003015, 360239704003016, 360239704003018, 360239704003019, 360239704003020, 360239704003023, 360239704003024, 360239704003025, 360239704003026, 360239704003027, 360239704003028, 360239704003030, 360239704003031, 360239704003032, 360239704003033)

Town of Virgil (Census Blocks 360239712001000, 360239712001001, 360239712001002, 360239712001021, 360239712001022, 360239712001023, 360239712001024, 360239712001025, 360239712001026, 360239712001029, 360239712001030, 360239712001087, 360239712002000, 360239712002001, 360239712002002, 360239712002003, 360239712002004, 360239712002016, 360239704003017, 360239704003029)

Population: 2,694

LEGISLATIVE DISTRICT NO. 13

Town of Cortlandville (Census Blocks 360239710002013, 360239710002014,

360239710002015, 360239710002016, 360239710002020, 360239710002022,
360239710002023, 360239710002024, 360239710002025, 360239710002026,
360239710002027, 360239710002032, 360239710002033, 360239710002034,
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360239710005005, 360239710005006, 360239710005007, 360239710005008,
360239710005009, 360239710005010, 360239710005011, 360239710005012,
360239710005013, 360239710005014, 360239710005015)

Population: 2,822

LEGISLATIVE DISTRICT NO. 14

Town of Harford (All Census Blocks)

Town of Virgil (Census Blocks 360239712001018, 360239712001027,
360239712001028, 360239712001031, 360239712001032, 360239712001033,
360239712001034, 360239712001043, 360239712001081, 360239712001088,
360239712002005, 360239712002006, 360239712002007, 360239712002008,
360239712002009, 360239712002010, 360239712002011, 360239712002012,
360239712002013, 360239712002014, 360239712002015, 360239712002017,
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360239712002022, 360239712002023, 360239712002024, 360239712002025,
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360239712002030, 360239712002031, 360239712002032, 360239712002033,
360239712002034, 360239712002035, 360239712002038, 360239712002039,
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360239712004032, 360239712004033, 360239712004034, 360239712004035,
360239712004036, 360239712004037, 360239712004038, 360239712004039,
360239712004040, 360239712004041, 360239712004042, 360239712004043,
360239712004044, 360239712004045, 360239712004046, 360239712004047,
360239712004048, 360239712004049, 360239712004050, 360239712004051,
360239712004052)

Population: 2,820

LEGISLATIVE DISTRICT NO. 15

Town of Lapeer (All Census Blocks)

Town of Marathon (Census Blocks 360239712001036, 360239712001044, 360239712001045, 360239712001046, 360239712001047, 360239712001048, 360239712001049, 360239712001050, 360239712001051, 360239712001054, 360239712001055, 360239712001056, 360239712001057, 360239712001058, 360239712001059, 360239712001060, 360239712001061, 360239712001062, 360239712001063, 360239712001064, 360239712001065, 360239712001066, 360239712001067, 360239712001068, 360239712001069, 360239712001070, 360239712001071, 360239712001072, 360239712001073, 360239712001074, 360239712001075, 360239712001076, 360239712001077, 360239712001078, 360239712001079, 360239712001080, 360239712001082, 360239712001083, 360239712001084, 360239712001085, 360239712002036, 360239712002037, 360239712002041, 360239712002042, 360239712002043, 360239712002045, 360239712002046, 360239712002047, 360239712002048, 360239712002049, 360239712002050, 360239712002051, 360239712002052, 360239712002053, 360239712002054, 360239712002055, 360239712002056, 360239712002057, 360239712002058, 360239712002059, 360239712002060, 360239712002061, 360239712002062, 360239712002063, 360239712002064, 360239712002065, 360239712002066, 360239712002067, 360239712002068, 360239712002069, 360239712002070, 360239712002071, 360239712002072, 360239712002076, 360239712002077, 360239712002078, 360239712002079, 360239712002080, 360239712002083, 360239712002084, 360239712002085, 360239712002090, 360239712002091)

Population: 2,822

LEGISLATIVE DISTRICT NO. 16

Town of Cuyler (All Census Blocks)

Town of Solon (All Census Blocks)

Town of Taylor (All Census Blocks)

Town of Cortlandville (Census Blocks 360239704001000, 360239704001001, 360239704001002, 360239704001023, 360239704001024, 360239704001043, 360239704002000, 360239704002001, 360239704002002, 360239704002015, 360239704002016, 360239704002017)

Population: 2,687

LEGISLATIVE DISTRICT NO. 17

Town of Cincinnatus (All Census Blocks)

Town of Freetown (All Census Blocks)

Town of Willet (All Census Blocks)

Town of Marathon (Census Blocks 360239711003003, 360239711003005)

Town of Virgil (Census Blocks 360239712001003, 360239712001004, 360239712001005, 360239712001006, 360239712001007, 360239712001008, 360239712001009, 360239712001010, 360239712001011, 360239712001012, 360239712001013, 360239712001014, 360239712001015, 360239712001016, 360239712001017, 360239712001019, 360239712001020, 360239712001035, 360239712001037, 360239712001038, 360239712001039, 360239712001040, 360239712001041, 360239712001042, 360239712001052, 360239712001053, 360239712001086)

Population: 2,790

ARTICLE 3.

Effect on Local Laws and Resolutions: Except as provided herein, all existing laws and resolutions heretofore adopted by the County Legislature shall continue in force until amended, superseded or repealed.

ARTICLE 4.

Effective date: This local law is subject to permissive referendum and shall not take effect until at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 2 – Amend Resolution 68-22/Authorize County Administrator to Enter into Agreements for the Cortland County Age Well Center - Buildings & Grounds/Area Agency on Aging

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Paul Heider, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HEIDER

RESOLUTION NO. 135-22

Amend Resolution 68-22/Authorize County Administrator to Enter into Agreements for the Cortland County Age Well Center - Buildings & Grounds/Area Agency on Aging

WHEREAS, the Cortland County Legislature adopted Resolution No. 68-22, which authorized the allocation of \$175,000 of the federal aid revenue to the Cortland County Age Well Center, AND

WHEREAS, it was the intent of the Legislature to authorize the County Administrator, upon recommendation of the Director of the Area Agency on Aging and/or the Superintendent of Buildings and Grounds, to execute agreements for the Cortland County Age Well Center, NOW THEREFORE BE IT

RESOLVED, that Resolution No. 68-22 be and hereby is amended to authorize the County Administrator, upon review and approval by the County Attorney or designee, to enter into agreements for the Cortland County Age Well Center.

Referred from Highway Committee

AGENDA ITEM NO. 3 – Award the Construction Project for the Replacement of McGraw Marathon Road Bridge (BIN 3312050) - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF NEWELL

RESOLUTION NO. 136-22

Award the Construction Project for the Replacement of McGraw Marathon Road Bridge (BIN 3312050) - Highway Department

WHEREAS, the McGraw Marathon Road Bridge Replacement Project (PIN 375654, D036174) has been approved by the New York Department of Transportation and the project is to be funded with 95% Federal funds, AND

WHEREAS, the Cortland County Legislature approved the implementation and funding of said project in the first instance, 100% of the Federally funded eligible costs of a transportation Federal Aid project and appropriating funds in Resolution No. 8-19, AND

WHEREAS, the Cortland County Legislature approved the NYSDOT Supplemental # 3 Agreement that amended the amount approved for the construction phase of said project to \$1,969,091.00 by passing Resolution No. 21-22, AND

WHEREAS, the amount budgeted for the construction and construction administration/inspection of said project in the 2022 Capital Projects Budget is \$1,969,091.00, AND

WHEREAS, the Highway Superintendent has advertised for and received bids for the construction of the McGraw Marathon Road Bridge Replacement as follows:

<u>BIDDERS</u>	<u>BID</u>
Vector Construction Corporation 6364 Island Road Cicero, NY 13039	\$1,573,056.77
Economy paving Co., Inc. 1819 NYS Route 13 Cortland, NY 13045	\$1,595,595.95
R. DeVincentis Construction Inc. One Brick Avenue Binghamton, NY 13901	\$1,689,000.00

, AND

WHEREAS, the lowest responsible bid received for the construction of the said project was received from Vector Construction Corporation, 6364 Island Road, Cicero, NY 13039, NOW THEREFORE BE IT

RESOLVED, that contingent upon NYSDOT's approval of award, the Cortland County Administrator, upon review and approval by the County Attorney, or designee, is hereby authorized to execute an agreement for the construction of said project with Vector Construction Corporation for an amount not to exceed \$1,573,056.77, AND BE IT FURTHER

RESOLVED, that the project costs be charged to the already established Account # HH51225.52800.MMBR, 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.

AGENDA ITEM NO. 4 – Amend Budget / Authorize Supplemental Agreement No. 1 with Barton & Loguidice, D.P.C. / East River Crossing Over Tioughnioga River Bridge (BIN 3312310) Replacement / Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF NEWELL

RESOLUTION NO. 137-22

Amend Budget / Authorize Supplemental Agreement No. 1 with Barton & Loguidice, D.P.C. / East River Crossing Over Tioughnioga River Bridge (BIN 3312310) Replacement / Highway Department

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

WHEREAS, the East River Crossing Bridge Replacement Project is eligible for funding under Title 23 U.S. Code, as amended, which calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds, AND

WHEREAS, the said projects costs may also be eligible for reimbursement of 15% of the project costs through NYSDOT AID (Marchiselli Aid) provided the funds are appropriated by the State of New York, AND

WHEREAS, the Highway Department solicited and received proposals from firms interested in providing design services for said project, AND

WHEREAS, the Highway Committee appointed a Selection Committee to review said proposals, and make a recommendation to the Highway Committee of a firm that would best provide professional engineering services, AND

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

WHEREAS, the Cortland County Legislature approved said agreement with Barton and Loguidice, D.P.C through Resolution No. 244-20, AND

WHEREAS, the Cortland County Legislature approved an agreement with the New York State Department of Transportation (NYSDOT) for the acquisition of right of way (ROW) property through Resolution No. 57-21, AND

WHEREAS, during the course of the design phase of said project, it was determined that the bridge carrying East River Crossing was eligible for the National Register of Historic Places, which requires the preparation of a finding document, an alternative analysis and a memorandum of agreement to meet section 106 a 4 (f) requirements, AND

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

WHEREAS, the additional scope of work for the design phase of the said project needs to be changed to include the ROW incidentals and acquisition, AND

WHEREAS, contingent upon funding by the NYSDOT, the Cortland County Highway Committee wishes to further said project by authorizing Supplemental Agreement # 1 with Barton and Loguidice, D.P.C. which adds \$129,900.00 to the design agreement, which includes \$34,090.00 for ROW incidentals and ROW acquisitions, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute Supplemental Agreement No. 1 with Barton and Loguidice, D.P.C, for the continued design and right of way incidentals and right of way acquisitions of the East River Crossing Bridge Replacement, AND BE IT FURTHER

RESOLVED, that the 2022 Capital Project Budget be amended as follows:

Increase:

HH51225.54055.ERRBR	Professional Services	\$95,810.00
HH51225.52100.ERRBR	Land	\$34,090.00
HH512244.44597.ERRBR	Federal Revenues	\$103,920.00
HH99015.45031.ERRBR	Local Share	\$25,980.00

AGENDA ITEM NO. 5 – Approve Purchase Highway Pickup Trucks/One 2021 or Newer Ford F150 or F-250 XL Crew Cab Pickup Truck and One 2021 or Newer Ford F450 or F550 Cab & Chassis - Highway Department

RESULT:	WITHDRAWN - NO FUTURE ACTION
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ON MOTION OF NEWELL

RESOLUTION NO.

Approve Purchase Highway Pickup Trucks/One 2021 or Newer Ford F150 or F-250 XL Crew Cab Pickup Truck and One 2021 or Newer Ford F450 or F550 Cab & Chassis - Highway Department

WHEREAS, the Highway Committee has approved the purchase of one (1) 2021 or newer Ford F150 or Ford F-250 XL crew cab pickup truck and one (1) 2021 or newer Ford F-450 or Ford 550 cab & chassis, AND

WHEREAS, the monies to purchase the two new pickup trucks is included in the 2022 Road Machinery budget, AND

WHEREAS, the Highway Committee has advertised for and opened bids for the purchase of the new trucks, AND

WHEREAS, the Highway Superintendent has recommended the purchase of the two Ford pickup trucks as follows:

One Ford XL Crew Cab from:

and:

One Ford Cab & Chassis:

, AND

WHEREAS, the amount is not to exceed \$, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Treasurer be and is hereby authorized and directed to make payment from Account E51305.52030 - Vehicles for the purchase of two Ford pickup trucks.

Referred from Health & Human Services Committee

AGENDA ITEM NO. 6 – Create Position - Food Services Helper (17 Hours/Week)/Accept American Rescue Plan for Nutrition Services Funding/Amend 2022 Budget - Area Agency on Aging

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Sandra Price, Legislator
SECONDER: Ann Homer, Legislator
AYES: Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF PRICE

RESOLUTION NO. 138-22

Create Position - Food Services Helper (17 Hours/Week)/Accept American Rescue Plan for Nutrition Services Funding/Amend 2022 Budget - Area Agency on Aging

WHEREAS, the New York State Office for the Aging has made available the sum of \$55,939 under the American Rescue Plan for Nutrition Services, for the period April 1, 2021 through September 30, 2024, through Area Agency on Aging Revenue Account No. A677444.44772 HDC6, AND

WHEREAS, the needs of the agency will be better served by creating one part-time, no benefits, position of Food Service Helper (17 hours/week), AND

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

RESOLVED, that one-part time position of Food Service Helper (17 hours/week, CSEA, Grade 2, \$13.8960-17.5013/HR, labor class) be created with approval to fill on May 27, 2022, AND BE IT FURTHER

RESOLVED, that the 2022 County Budget be and hereby is amended as follows:

Increase:

Revenues:

A677444 44772 HDC6	Federal Aid - HDC6	\$55,939
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Expenses:

A67745 51010 HDC6	Personal Services	\$30,575
A67745 58030 HDC6	FICA	\$2,339
A67745 58040 HDC6	Workers Comp	\$2,239
A67745 54078 HDC6	Fuel	\$8,500
A67745 54007 HDC6	Janitorial Supplies	\$6,500
A67745 54800 HDC6	Program Expense	\$5,786

, 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.

AGENDA ITEM NO. 7 – Reappoint Members - Cayuga/Cortland Workforce Development Board - Employment and Training Grant Administration

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Ann Homer, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF PRICE

RESOLUTION NO. 139-22

Reappoint Members - Cayuga/Cortland Workforce Development Board - Employment and Training Grant Administration

WHEREAS, pursuant to the Workforce Innovation and Opportunity Act of 2017, the Governor of the State of New York has authorized and directed the Chief Local Elected Officials of the Cortland and Cayuga Counties, which have been designated as a Workforce Area, to appoint/reappoint members to the Workforce Development Board for said Area, NOW THEREFORE BE IT

RESOLVED, that the following be and hereby is appointed effective immediately to serve on the Cayuga/Cortland Workforce Development Board for the term and from the sector listed below:

Name	Address	Sector	Term
Peter Schug	1 Penny Lane Dryden, NY 13053	Business/Private - QMC Group	7/1/22 - 6/30/25

AGENDA ITEM NO. 8 – Award Bid/Authorize Agreement - Disability Resource Coordinator - Cayuga/Cortland Workforce Development Board

RESULT:	WITHDRAWN - NO FUTURE ACTION
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ON MOTION OF PRICE

RESOLUTION NO.

Award Bid/Authorize Agreement - Disability Resource Coordinator - Cayuga/Cortland Workforce Development Board

WHEREAS, the Cayuga Cortland Workforce Development Board issued a Request for Proposals for a Disability Resource Coordinator, AND

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

WHEREAS, one proposal was received in response to the request for proposals as follows:

Company	Address	Amount
J.M. Murray Center, Inc.	823 NYS Route 13, Cortland, NY 13045	\$62,269.73

, AND

WHEREAS, based upon the results of the bid, the Health and Human Services Committee recommends that bid be awarded to the lowest responsible bidder, AND

WHEREAS, the Cayuga Cortland Workforce Development Board recommends the bid be awarded to J.M. Murray Center, Inc., NOW THEREFORE BE IT

RESOLVED, that the contract for Workforce Innovation and Opportunity Act (WIOA) advertising and outreach for all WIOA Young Adult programs be awarded to J.M. Murray Center, Inc., AND BE IT FURTHER

RESOLVED, that the Legislature along with the Cayuga Cortland Workforce Development Board, authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with J.M. Murray Center, Inc. for a Disability Resource Coordinator for the Cayuga Cortland Workforce Development Board.

AGENDA ITEM NO. 9 – Authorize One-Stop System Operator Agreement - Workforce Development/Grants Administration

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF PRICE

RESOLUTION NO. 140-22

Authorize One-Stop System Operator Agreement - Workforce Development/Grants Administration

WHEREAS, the Cayuga Cortland Workforce Development Board Director, hereinafter referred to as "WDB", has been appointed by the Chair of the Cortland County Legislature, who is the Chief Elected Official for the Cayuga Cortland Workforce Development Area under the Workforce Innovation and Opportunity Act, hereinafter referred to as "WIOA", AND

WHEREAS, in accordance with WIOA regulations, Cortland County has been designated the Grant Recipient/Fiscal Agent for the Cayuga Cortland Workforce Development Area, AND

WHEREAS, in accordance with WIOA regulations, the WDB hereby designates and certifies the Cayuga Cortland WDB Director as the Operator of the One-Stop delivery system in the local area, AND

WHEREAS, the duties and job title of the Cayuga Cortland One-Stop System Operator (OSSO) shall reside with the individual who occupies the role of Director of the Employment and Training Grant Administration office, AND

WHEREAS, the One-Stop System Operator will be defined by its own duties, roles, responsibilities, and chain of command hierarchy, AND

WHEREAS, the Cayuga Cortland One-Stop System Operator has submitted a plan of service, and desires to execute this Local Agreement with the Cayuga Cortland WDB, NOW THEREFORE BE IT

RESOLVED, that the Chair of the Cortland County Legislature, upon review of the County Attorney or designee, be and hereby is authorized to execute the One-Stop System Operator agreement for the Cayuga Cortland Workforce Development Board.

Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 10 – Appoint Members to the Cortland County Planning Board - Planning Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO. 141-22

Appoint Members to the Cortland County Planning Board - Planning Department

WHEREAS, the term of Municipality representatives expires June 30, 2022, AND

WHEREAS, Article III, Section 3, Terms of Office of the Cortland County Planning Board Bylaws states each voting member shall be appointed by the Legislature for a term of four (4) years, and a member who has served more than half a term in office shall be considered to have served a full term, AND

WHEREAS, Article IV, Section 4, Vacancies of the Cortland County Planning Board Bylaws states vacancies in membership on the Board shall be filled by appointment by the Legislature in accordance with Section I, Article III of these Bylaws, NOW THEREFORE BE IT

RESOLVED, that the following are hereby appointed to the Cortland County Planning Board for the terms as provided below:

	<u>Term to Expire</u>
Laurie Comfort 40 ½ East Avenue Cortland, NY 13045	June 30, 2026
Emma Hans 14 Sunnyfield Drive Cortland, NY 13045	June 30, 2026
Wendy Miller 6 Burgett Drive Cortland, NY 13045	June 30, 2026
Paul Slowey 2649 Clute Road Cortland, NY 13045	June 30, 2026

AGENDA ITEM NO. 11 – Amend 2022 Budget Accept New York State Department of Health State Medicaid SFY 2021-2022 Rural Transit Assistance Funding - Planning Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Ann Homer, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO. 142-22

**Amend 2022 Budget Accept New York State Department of Health State Medicaid SFY 2021-2022
Rural Transit Assistance Funding - Planning Department**

WHEREAS, for more than 20 years the New York State Department of Health provided funds to the Department of Social Services to provide the essential service of providing for and arranging for non-emergency Medicaid transportation service for medical appointments, AND

WHEREAS, the Department of Social Services contracted with First Transit, Inc. for said transportation service which included a State approved method of paying a share of costs for operating public transportation to benefit all Medicaid recipients using the system to get to medical appointments, AND

WHEREAS, in 2010, the State Department of Health was given statutory authority under 365-h of Social Services Law to assume the administrative management of non-emergency transportation from counties and has since mandated that a private Medicaid brokerage system be implemented, which began in Cortland County October 1, 2013, AND

WHEREAS, as a result of the transfer of the administrative management of non-emergency transportation to a private Medicaid brokerage system, First Transit lost 40% of its revenue to operate the public transportation service in Cortland County, AND

WHEREAS, transportation providers throughout New York State lobbied to their State Representatives to provide funding to make up for the loss of funding due to the transfer of the administrative management of non-emergency transportation to a private Medicaid brokerage system, AND

WHEREAS, Former Governor Andrew Cuomo, the New York State Department of Health (NYSDOH) and the New York State Department of Transportation (NYSDOT) had identified a series of action targets to preserve critical access to necessary Non-Emergency Medical Transportation (NEMT) services through a coordinated public transportation system in upstate New York, AND

WHEREAS, one of those action targets is to provide rescue funding to the public transportation service in Cortland County to address the lost revenue as a result of the transfer of the administrative management of non-emergency transportation to a private Medicaid brokerage system, AND

WHEREAS, on May 3, 2022, an emailed letter was sent from the New York State Department of Health by the Office of Health Insurance Programs notifying Cortland County of an electronic payment in the amount of \$368,241 for a State Medicaid payment intended for Rural Transit Assistance purposes enacted as part of the State Fiscal Year 2021-2022 Enacted Budget, AND

WHEREAS, Cortland County has received a Rural Transit Assistance payment in the amount of \$368,241 which will be paid to Cortland County's public transportation provider, First Transit, Inc., NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature authorizes the County Budget and Finance department to release said payment to First Transit and to create the following 2022 budget modification:

	<u>CURRENT</u>	<u>CHANGE</u>	<u>REVISED</u>
Revenue: A563043.43594.RESC	0	\$368,241	\$368,241
Expense: A56305.54815.RESC	0	\$368,241	\$368,241

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 12 – Amend 2022 Budget and Transfer Funds to Jail Housed Inmates-Sheriff

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kelly L. Fairchild-Preston, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 143-22

Amend 2022 Budget and Transfer Funds to Jail Housed Inmates-Sheriff

WHEREAS, the Cortland County Sheriff's Office has expended the 2022 budget line for Housed Out Inmates, AND

WHEREAS, it is anticipated that the county jail will continue the need to house inmates out, NOW THEREFORE BE IT

RESOLVED, that the 2022 County Budget is hereby amended as follows:

Increase:

Expense:		
House Inmates	A31505-54350	\$100,000
Approp. Fund Balance	A359900	\$100,000

Referred from Government Operations Committee

AGENDA ITEM NO. 13 – Authorize Annual Stipend for Legislative Liaison to Tompkins Cortland Community College - Legislature

RESULT:	FAILED [0 TO 16]
MOVER:	Richard Stock, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
NAYS:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Heider, Eccleston
ABSTAIN:	George Wagner

ON MOTION OF STOCK

RESOLUTION NO.

Authorize Annual Stipend for Legislative Liaison to Tompkins Cortland Community College - Legislature

WHEREAS, Section 5. Liaisons to the Board of Trustees contained within the Bylaws of the Tompkins Cortland Community College Board of Trustees provides the option of designating a non-voting liaison to participate in discussions and present materials upon request, AND

WHEREAS, the role of the liaison requires preparation for, attendance at and travel to numerous meetings throughout the course of the year, AND

WHEREAS, due to the additional responsibilities and time spent by the Legislative Liaison, the Government Operations Committee recommends compensating the Legislative Liaison to the Tompkins Cortland Community College Board of Trustees for performing these duties with a \$2,000 yearly stipend which would not be added to their base salary, NOW THEREFORE BE IT

RESOLVED, that the Legislative Liaison to the Tompkins Cortland Community College Board of Trustees receive an annual \$2,000 stipend for performing the duties of Legislative Liaison to the

AGENDA ITEM NO. 14 – Amend 2022 Cortland County Legislative Calendar - Legislature
Ms. Homer MADE A MOTION TO POSTPONE this resolution until the June legislative session, Ms. Price SECONDED THE MOTION. Upon a voice vote of members present, a vote took place as follows:

	<u>Votes</u>	<u>AYE</u>	<u>NO</u>
Bentley (LD1)	2744	1	
Bischoff (LD3)	2743	1	
Eccleston (LD17)	3379		1
Fitch (LD8)	2990		1
Harbin (LD2)	2747	1	
Heider (16)	3192	1	
Homer (LD7)	2743	1	
Jones (LD9)	2989		1
Nauseef (LD12)	2819		1
Newell (LD11)	2837		1
Preston (LD10)	2995		1
Price (LD14)	3344	1	
Stock (LD6)	2740		1
VanDee (LD4)	2743		1
Wagner (LD 15)	2734	1	
Waldbauer (LD13)	2853		1
Wilson (LD5)	2744	1	

MOTION TO AMEND FAILED.

RESULT:	ADOPTED [12 TO 5]
MOVER:	Richard Stock, Legislator
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Bischoff, Van Dee, Stock, Fitch, Fairchild-Preston, Newell, Nauseef, Waldbauer, Wagner, Heider, Eccleston
NAYS:	Harbin, Wilson, Homer, Jones, Price

ON MOTION OF STOCK

RESOLUTION NO. 144-22

Amend 2022 Cortland County Legislative Calendar - Legislature

WHEREAS, Article VII, 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 2022 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 2022.

AGENDA ITEM NO. 15 – Amend Resolution No. 259-15 Increasing Annual Legislative Compensation - Legislature

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Stock, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF STOCK

RESOLUTION NO. 145-22

Amend Resolution No. 259-15 Increasing Annual Legislative Compensation - Legislature

WHEREAS, Resolution No. 259-15 was adopted on September 24, 2015 to increase the annual pay of Cortland County legislators, AND

WHEREAS, the final resolved clause in Resolution No. 259-15 is unlawful, as the salary of a County Legislator cannot be changed mid-term of office by resolution, NOW THEREFORE BE IT

RESOLVED, that Resolution No. 259-15 be and hereby is amended to remove the final resolved clause and read as follows:

WHEREAS, the Cortland County Legislature is currently paid \$6,000 per year, per Legislator, with the Chairman receiving \$15,000 and the Majority and Minority Leaders receiving \$6,500, AND

WHEREAS, the above salary has remained the same for 25 years (1991 was raised from \$5,000 to \$6,000), AND

WHEREAS, over the course of those 25 years additional compensation and/or benefits have been withdrawn, such as monthly meeting stipends (\$25 per meeting), and eligibility to participate in the County Health/Dental/Vision insurance plan, AND

WHEREAS, the Cortland County Budget & Finance Committee recommends an increase in salary for Legislators beginning in 2016, and an annual increase matching that of the Management Compensation Plan, NOW THEREFORE BE IT

RESOLVED, that the Director of Budget & Finance, as Budget Officer, shall hereby include a Legislative salary of \$10,000 per legislator, \$19,000 for the Chairman and \$10,500 for Majority and Minority Leaders in the 2016 budget.

, AND BE IT FURTHER

RESOLVED, that the Cortland County Personnel Department is hereby directed to correct the current legislative salary to reflect the amendment.

AGENDA ITEM NO. 16 – Local Law "E" of 2022 - a Local Law to Adopt Amendments to the New York State Open Meetings Law for the Expanded Use of Videoconferencing

RESULT: POSTPONED [UNANIMOUS]

Next: 6/23/2022 6:00 PM

MOVER: Ann Homer, Legislator

SECONDER: Beau Harbin, Minority Leader

AYES: Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF STOCK

RESOLUTION NO.

Local Law "E" of 2022 - a Local Law to Adopt Amendments to the New York State Open Meetings Law for the Expanded Use of Videoconferencing

WHEREAS, April 9, 2022 Governor Hochul signed an amendment to the Open Meetings Law to allow, until the expiration date of July 1, 2024, the expanded use of videoconferencing by public bodies in the conduct of open meetings, under extraordinary circumstance, regardless of a declaration of emergency, AND

WHEREAS, in order to continue meeting virtually, counties must adopt a local law to opt in, NOW THEREFORE BE IT ENACTED, by the County Legislature of the County of Cortland, as follows:

SECTION 1. PURPOSE

The Cortland County Legislature intends by this local law to allow for expansion of the use of videoconferencing to conduct open meetings.

SECTION 2. CONDITIONS

- a) Members of the Board shall be physically present at meetings, unless allowed remote attendance at locations that do not allow for in-person physical attendance by the public, under extraordinary circumstances.
- b) The list of extraordinary circumstances is non-exhaustive, but shall include illness, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting. The following shall not be deemed as extraordinary circumstances: vacation or delayed travel.
- c) Members shall provide notice of their inability to attend a meeting to the Legislative Clerk's Office at least 24 hours prior to the meeting or as soon as reasonably able.
- d) The Chair of the Board shall retain discretion over permitted extraordinary circumstances for the Board and for Standing Committees when that Chair is unavailable, pursuant to Section 2(b) of this local law.
- e) The Standing Committee Chairs, when available, shall retain discretion over permitted extraordinary circumstances for their Committee, pursuant to Section 2(b) of this local law.
- f) It is understood that members permitted to attend at a location that does not allow for in-person physical attendance by the public, will not count toward a quorum. Only members present at a physical location which allows for in-person attendance by the public, will count toward a quorum.

- g) Any members of the public attending a meeting must be able to hear, see and identify any member of the public body who is attending remotely while the meeting is being conducted.
- h) If video conferencing is used to conduct a meeting, the public notice shall inform the public where they can view and/or participate in such meeting, where required documents and records will be posted or available, and identify the physical location for the meeting where the public can attend.
- i) Meetings conducted using videoconferencing shall be recorded and those recordings shall be posted or linked within 5 business days of the meeting and maintained for 5 years thereafter. Recordings shall be transcribed upon request.
- j) In those meetings where videoconferencing is used the public shall be able to view the meeting via video and participate in the proceedings via videoconference in real time where public participation is authorized.
- k) The Cortland County Legislature may hold fully remote meetings, and in person participation requirements of the Law shall not apply, during: a state disaster emergency declared by the governor pursuant to section twenty-eight of the executive law, or a local state of emergency proclaimed by the chief executive of a county, city, village, or town pursuant to section twenty-four of the executive law, if the Legislature determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the Legislature to hold an in person meeting.
- l) These written procedures shall be posted on the County's website.

SECTION 3. EFFECTIVE DATE

This local law shall take effect immediately upon filing with the Secretary of State.

SECTION 4. SEVERABILITY

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

SECTION 5. EXPIRATION

This local law shall be effective until July 1, 2024 as set forth by NYS in Chapter 56 of the Laws of 2022.

AGENDA ITEM NO. 17 – Eliminate Civil Service Exam Fees - Personnel/Civil Service

Ms. Homer MADE A MOTION TO AMEND to remove the word "announced" and replace with "administered", Mr. Harbin SECONDED THE MOTION, and after a unanimous voice vote, MOTION TO AMEND CARRIED.

Mr. Heider MADE A MOTION TO AMEND to remove the sunset clause on the resolution, Mr. VanDee SECONDED THE MOTION, and after a voice vote, MOTION TO AMEND CARRIED. Ms. Jones was a no vote on the amendment.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Richard Stock, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF STOCK

RESOLUTION NO. 146-22

Eliminate Civil Service Exam Fees - Personnel/Civil Service

WHEREAS, the Personnel/Civil Service Department charges civil service exam fees (between \$7.50 - \$30.00 per exam) for its civil service exams, AND

WHEREAS, the number of civil service exam participants has been decreasing over the last several years and the County is desirous of attracting more exam candidates by eliminating the exam fee, AND

WHEREAS, the County pays the New York State Department of Civil Service for each exam ordered, NOW THEREFORE BE IT

RESOLVED, that the Personnel/Civil Service Department will no longer require exam participants to pay a civil service exam fee beginning with civil service exams administered after May 26, 2022.

Referred from Finance & Administration Committee

AGENDA ITEM NO. 18 – Authorization to Apply for Microenterprise Grant Funding and to Execute Any Related Agreements - Clerk of the Legislature

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	George Wagner, Majority Leader
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO. 147-22

Authorization to Apply for Microenterprise Grant Funding and to Execute Any Related Agreements - Clerk of the Legislature

WHEREAS, there is grant funding available through the New York State Office of Community Renewal through its Community Development Block Grant Program for Microenterprise funding, AND

WHEREAS, currently Cortland County does not have the ability to provide financial support to small businesses with five or fewer employees through established business development programs, AND

WHEREAS, Cortland County has previously been awarded a Microenterprise grant and has successfully administered said grant and awarded the funds as required, AND

WHEREAS, the Legislature wishes to support additional approved businesses if such funding is awarded by the New York State Office of Community Renewal, AND

WHEREAS, during the current COVID pandemic small business have suffered, AND

WHEREAS, a county-wide Microenterprise program will help in the County's post-COVID economic recovery, AND

WHEREAS, the Cortland County Legislature previously adopted Resolution No. 265-20 authorizing an agreement with Thoma Development to complete an application for said Microenterprise funding in an amount not to exceed \$4,500.00, AND

WHEREAS, a public hearing will be held on May 26, 2022 before the Cortland County Legislature to determine if there is substantial interest and public support for such a Microenterprise Grant program, NOW THEREFORE BE IT

RESOLVED, That Rob Corpora, as the Cortland County Administrator, is hereby authorized and directed to file an application for microenterprise funds from New York State Homes and Community Renewal, Office of Community Renewal, under the U.S. Department of Housing and Urban Development's Small Cities Community Development Block Grant Program for Fiscal Year 2022, AND BE IT FURTHER

RESOLVED, that the County Administrator and Chair of the Legislature, upon review and approval of the County attorney or designee as to form, be and hereby is authorized to enter into and execute a project agreement with the State of New York for the Cortland County Microenterprise Program.

AGENDA ITEM NO. 19 – Amend Resolution No. 311-21/Amended Cortland County Fund Balance Policy

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	George Wagner, Majority Leader
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO. 148-22

Amend Resolution No. 311-21/Amended Cortland County Fund Balance Policy

WHEREAS, Resolution No. 334-04 established a Fund Balance Policy, AND

WHEREAS, Resolution No. 58-17 rescinded Resolution No. 334-04 and reestablished the Fund Balance Policy, AND

WHEREAS, Resolution No. 311-21 rescinded Resolution No. 58-17 and replaced the Cortland County Fund Balance Policy, AND

WHEREAS, the Cortland County Legislature, upon recommendation of the Director of Finance, County Administrator and the Finance and Administration Committee, would like to amend said Fund Balance Policy, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the Cortland County Fund Balance Policy as attached, AND BE IT FURTHER

RESOLVED, that the attached policy which will become effective upon its adoption by the Cortland County Legislature.

AGENDA ITEM NO. 20 – Authorize Allocation of American Rescue Plan Funding to the Village of Marathon

RESULT:	FAILED [2 TO 15]
MOVER:	George Wagner, Majority Leader
SECONDER:	Sandra Price, Legislator
AYES:	Sandra Price, George Wagner
NAYS:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Heider, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Village of Marathon

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, with Resolution No. 133-22 the Cortland County Legislature dissolved the Federal Aid Allocation Citizen's Advisory Committee and authorized all future spending of the remaining American Rescue Plan funds to be approved by the Finance and Administration Committee , AND

WHEREAS, the Village of Marathon presented a request for funding for a roof replacement for a Village of Marathon municipal building, in the amount of \$46,683.00, to the Finance and Administration Committee, AND

WHEREAS, the Cortland County Finance and Administration Committee has approved to fund 90% of the request for funds, which amounts to \$42,014.70, for a roof replacement on a municipal building in the Village of Marathon, AND

WHEREAS, a reporting of all monies spent and backup documentation must be submitted to Cortland County for reporting to the Federal Government, AND

WHEREAS, any funds spent that are not reported to the County and/or not utilized for the specific purposes outlined in this resolution need to be returned to Cortland County in a timely manner, AND

WHEREAS, should the project(s) outlined in this resolution not begin by December 31, 2023, all funding provided by Cortland County is to be returned to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes \$42,014.70 of the Federal American Rescue Plan funds to the Village of Marathon for a roof replacement on a municipal building in the Village of Marathon, AND BE IT FURTHER

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Village of Marathon for said purposes.

AGENDA ITEM NO. 21 – Authorize Allocation of American Rescue Plan Funding to the Town of Virgil

RESULT:	FAILED [2 TO 15]
MOVER:	George Wagner, Majority Leader
SECONDER:	Sandra Price, Legislator
AYES:	Sandra Price, George Wagner
NAYS:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Heider, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Town of Virgil

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, with Resolution No. 133-22 the Cortland County Legislature dissolved the Federal Aid Allocation Citizen's Advisory Committee and authorized all future spending of the remaining American Rescue Plan funds to be approved by the Finance and Administration Committee , AND

WHEREAS, the Town of Virgil presented a request for funding for mold mitigation, roof replacement, repairs, a dehumidifier and lighting for the Virgil Town Hall, in the amount of \$69,677.74, to the Finance and Administration Committee, AND

WHEREAS, the Cortland County Finance and Administration Committee has approved to fund 90% of the request for funds, which amounts to \$62,709.97, for mold mitigation, roof replacement, repairs, a dehumidifier and lighting for the Virgil Town Hall, AND

WHEREAS, a reporting of all monies spent and backup documentation must be submitted to Cortland County for reporting to the Federal Government, AND

WHEREAS, any funds spent that are not reported to the County and/or not utilized for the specific purposes outlined in this resolution need to be returned to Cortland County in a timely manner, AND

WHEREAS, should the project(s) outlined in this resolution not begin by December 31, 2023, all funding provided by Cortland County is to be returned to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes \$62,709.97, for mold mitigation, roof replacement, repairs, a dehumidifier and lighting for the Virgil Town Hall, AND BE IT FURTHER

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Town of Virgil for said purposes.

Announcements

Ms. Homer thanked County Attorney, Victoria Monty and her staff.

Ms. Price made the announcement that the next CCTVS meeting will be held on June 22, 2022 to discuss taking a proactive look at making our schools safe.

Adjournment

The meeting was closed at 7:25 PM



Cortland County Legislature

Special Meeting

Legislative Chambers

Cortland, NY 13045

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

~ Minutes ~

Thursday, April 21, 2022

6:00 PM

Board Room

Salute to the Flag

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Legislator	Present	
Beau Harbin	Cortland County, NY	Minority Leader	Present	
Cathy Bischoff	Cortland County, NY	Legislator	Present	
Ronald J. Van Dee	Cortland County, NY	Legislator	Excused	
Susan Wilson	Cortland County, NY	Legislator	Present	
Richard Stock	Cortland County, NY	Legislator	Present	
Ann Homer	Cortland County, NY	Legislator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Linda Jones	Cortland County, NY	Legislator	Remote	
Kelly L. Fairchild-Preston	Cortland County, NY	Legislator	Remote	
Christopher Newell	Cortland County, NY	Legislator	Excused	
Joseph Nauseef	Cortland County, NY	Legislator	Excused	
Eugene Waldbauer	Cortland County, NY	Legislator	Excused	
Sandra Price	Cortland County, NY	Legislator	Present	
George Wagner	Cortland County, NY	Majority Leader	Excused	
Paul Heider	Cortland County, NY	Legislator	Present	
Mitchel Eccleston	Cortland County, NY	Legislator	Excused	
Patricia Dawson	Cortland County, NY	Deputy Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Denise Bushnell	Cortland County, NY	Coroner	Present	
Bryan Riccardi	Cortland County, NY	Coroner	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Mark Helms	Cortland County, NY	Sheriff	Present	
Louis Wilson	Guthrie Cortland Medical Center	Hospital Medical Social Worker	Present	
Carrie Whitney		Teacher/Healthcare Worker	Present	
Lisa Hoeschele	Family Counseling Services of Cortland County	Executive Director	Present	
Matthew Skojec	Cortland County, NY	Mental Health Department Clinical Director	Present	

Minutes Acceptance: Minutes of Apr 21, 2022 6:00 PM (Approval of Minutes)

Matthew Whitman	Cortland Area Communities That Care	Executive Director	Present	
Sara Watrous	Cortland Area Communities That Care	Project Director	Present	
Kevin Imati	Cortland Standard	Reporter	Present	
Becky Lumley			Remote	
Connie Bentley			Remote	
Lauren Anderson			Remote	
Tim L.			Remote	
Nicole Carter			Remote	
Sue Martin			Remote	
WSYR	WSYR Syracuse	Reporter	Remote	
Ashley Dickson	Cortland, NY	Resident	Present	
Danielle Wimbish	Cortland, NY	Resident	Present	
Joann Moore	Union, NY	Resident	Present	
Whitney Hargett	Cortland, NY	Resident	Present	
Aster Parrott	Cortland, NY	Resident	Present	
Dean O'Gorman	Cortland, NY	Resident	Present	

Welcome

Panel of Speakers

1. Cortland County Coroner - Denise Bushnell
2. Cortland County Department of Emergency Response & Communications Director - Scott Roman
3. Cortland County Sheriff - Mark Helms
4. Guthrie Cortland Medical Center - Hospital Medical Social Worker, Louis Wilson
5. Teacher/Healthcare Worker - Carrie Whitney
6. Family Counseling Services of Cortland County - Executive Director, Lisa Hoeschele
7. Cortland County Mental Health Department Clinical Director - Matthew Skojec
8. Cortland Area Communities That Care - Matthew Whitman & Sara Watrous

Q & A

Adjournment

The meeting was closed at 8:13 PM



Cortland County Legislature

Legislative Session

~ Minutes ~

Legislative Chambers

Cortland, NY 13045

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

4.2

Thursday, April 28, 2022

6:00 PM

Board Room

Public Hearings

1. Local Law "C" of 2022 - a Local Law to Increase Salary of Officers Elected or Appointed

RESULT:	CLOSED [UNANIMOUS]
MOVER:	Ann Homer, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

Salute to the Flag

Call to Order

The meeting was called to order at 6:00 PM by Chair of the Legislature Kevin Fitch

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Legislator	Present	
Beau Harbin	Cortland County, NY	Minority Leader	Present	
Cathy Bischoff	Cortland County, NY	Legislator	Present	
Ronald J. Van Dee	Cortland County, NY	Legislator	Present	
Susan Wilson	Cortland County, NY	Legislator	Present	
Richard Stock	Cortland County, NY	Legislator	Present	
Ann Homer	Cortland County, NY	Legislator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Linda Jones	Cortland County, NY	Legislator	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Legislator	Present	
Christopher Newell	Cortland County, NY	Legislator	Present	
Joseph Nauseef	Cortland County, NY	Legislator	Present	
Eugene Waldbauer	Cortland County, NY	Legislator	Present	
Sandra Price	Cortland County, NY	Legislator	Present	
George Wagner	Cortland County, NY	Majority Leader	Present	
Paul Heider	Cortland County, NY	Legislator	Present	
Mitchel Eccleston	Cortland County, NY	Legislator	Present	

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

Approval of Minutes

1. Cortland County Legislature - Legislative Session - Mar 24, 2022 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ann Homer, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

Privilege of the Floor

Proclamations & Recognitions

1. Recognition of Cincinnati Boys Basketball Team 2021-2022 Season

RESULT:	COMPLETED
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2. Proclamation for Soil and Water Stewardship Week 2022

RESULT:	COMPLETED
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3. Proclamation for Cortland County Travel and Tourism Week 2022

RESULT:	COMPLETED
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4. Proclamation Recognizing Retiring Cortland County Employees April 2022

RESULT:	COMPLETED
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5. Proclamation for Foster Parent Month 2022

RESULT:	COMPLETED
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6. Proclamation for National Nurses Week 2022

RESULT:	COMPLETED
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7. Proclamation for National Correctional Officer and Employee Appreciation Week 2022

RESULT:	COMPLETED
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8. Proclamation for Peace Officer's Memorial Day and Police Week 2022

RESULT:	COMPLETED
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9. Proclamation for YWCA Stand Against Racism Week 2022

RESULT:	COMPLETED
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10. Proclamation for Mental Health Awareness Month 2022

RESULT:	COMPLETED
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11. Proclamation for Older Americans Month 2022

RESULT:	COMPLETED
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Presentation of Petitions, Communications, and Notice

Receive and File

Reports of Standing, Special and Ad Hoc Committees

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

Referred from Building & Grounds Committee

AGENDA ITEM NO. 1 – Award Bid/Authorize Agreement for Alarm Monitoring - Buildings and Grounds Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Paul Heider, Legislator
SECONDER:	Ann Homer, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HEIDER

RESOLUTION NO. 108-22

Award Bid/Authorize Agreement for Alarm Monitoring - Buildings and Grounds Department

WHEREAS, Cortland County solicited proposals for contracting services to monitor County alarms, fire and intrusion, AND

WHEREAS, Cortland County received proposals for monitoring from the following:

<u>Company</u>	<u>Amount</u>
Chimera Integrated Security	3 years - \$15,454.20 5 years - \$24,079.80
Pleasant Valley Electric, Inc.	3 years - \$12,600.00 5 years - \$19,800.00

, AND

WHEREAS, based upon the results of the bid, the Building and Grounds Committee recommends that bid be awarded to the lowest responsible bidder, AND

WHEREAS, it would be in the best interest of Cortland County to contract for monitoring County alarm systems with Pleasant Valley Electric, Inc. of 405 Third Street, Ithaca, NY 14850 for the total proposed amount of \$19,800.00, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an 5 year agreement with Pleasant Valley Electric, Inc. of 405 Third Street, Ithaca, NY 14850 for monitoring County alarm systems, AND BE IT FURTHER

RESOLVED that the cost shall not exceed \$19,800.00 and will be paid out of account A16205.54015.

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

AGENDA ITEM NO. 2 – Award Bid/Authorize Agreement for Roofing Contract for Cortland County Courthouse - Buildings & Grounds Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Paul Heider, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HEIDER

RESOLUTION NO. 109-22

Award Bid/Authorize Agreement for Roofing Contract for Cortland County Courthouse - Buildings & Grounds Department

WHEREAS, there is a need to address replacement, repairs and restoration of the roof at the Cortland County Court House, AND

WHEREAS, OMNIA purchasing network is a New York State approved vendor processor, AND

WHEREAS, New York State Finance Law Article 11 empowers municipalities to authorize purchases from contracts let by OMNIA, AND

WHEREAS, National Roofing Partners is currently under contract with OMNIA purchasing network, AND

WHEREAS, National Roofing Partners received bids from the following to do the work as described in the proposal:

<u>Company</u>	<u>Amount</u>
Pulver Roofing Company, Inc.	Price for General Scope: \$436,549.91 Price for Alternate 1: \$9,142.40 Price for Alternate 2: \$13,713.60
Diamond Roofing Company	Price for General Scope: \$542,259.17 Price for Alternate 1: \$26,284.40 Price for Alternate 2: \$21,427.50

, AND

WHEREAS, based upon the results of the bid, the Building and Grounds Committee recommends that the bid be awarded to the lowest responsible bidder, AND

WHEREAS, it would be in the best interest of Cortland County to contract for the roof replacement, repairs and restorations with Pulver Roofing Company, Inc of 1418 Erie Street, Utica, NY 13502, for the total proposed amount of \$459,405.91, AND

WHEREAS, the Buildings and Grounds Committee is recommending using the Buildings and Grounds Reserve, account A.386300.B&G, to fund these roof replacement, repairs and restoration costs, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with Pulver Roofing Company, Inc of 1418 Erie Street, Utica, NY 13502 for roof replacement, repairs and restorations, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes the use of \$459,405.91 from the Buildings & Grounds Capital Reserve, account A.386300.B&G for the Cortland County Court House roof replacement, repairs and restoration, AND BE IT FURTHER

RESOLVED, that the 2022 County Budget be amended as follows:

Increase:

<u>Account</u>	<u>Amount</u>
A16205.52320 Building Improvements	\$459,405.91
A351100 Appropriated Reserves	\$459,405.91

Referred from Highway Committee

AGENDA ITEM NO. 3 – Authorize Agreement for Environmental Monitoring with Cortland County Soil and Water Conservation District - Highway Department Division of Solid Waste

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF NEWELL

RESOLUTION NO. 110-22

Authorize Agreement for Environmental Monitoring with Cortland County Soil and Water Conservation District - Highway Department Division of Solid Waste

WHEREAS, Cortland County is required to monitor ground water quality at the Cortland County Landfill, AND

WHEREAS, the Cortland County Soil and Water Conservation District has submitted a proposal to provide monitoring services and the associated report preparation for the Cortland County Landfill for a three year term of January 1, 2022 through December 31, 2024, AND

WHEREAS, the costs of said services will be \$74,000.00 per year, which may be invoiced quarterly, AND

WHEREAS, in addition, the Cortland County Soil and Water District will be entitled to additional compensation in the event of a substantial increase in costs required to provide such services. A substantial increase shall be defined as an increase in excess of 5% over the prior year for laboratory testing fees, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator, upon review and approval as to form by the County Attorney or designee, is hereby authorized to execute an agreement with the Cortland County Soil and Water Conservation District to perform the environmental monitoring and the associated report preparation for the Cortland County Landfill for a cost of \$74,000.00 per year, to be paid from Landfill account EL81605.54055, on a quarterly basis commencing on January 1, 2022 and ending December 31, 2024.

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

AGENDA ITEM NO. 4 – Transfer Funds/Establish 2022 Projects for the Consolidated Local Street and Highway Improvement Program (CHIPS) PAVE-NY Funds and Extreme Winter Recovery Program (EWR) Funds/Create Projects - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF NEWELL

RESOLUTION NO. 111-22

Transfer Funds/Establish 2022 Projects for the Consolidated Local Street and Highway Improvement Program (CHIPS) PAVE-NY Funds and Extreme Winter Recovery Program (EWR) Funds/Create Projects - Highway Department

WHEREAS, the 2022 County Road Fund Budget included \$1,992,703 in funding for the Consolidated Local Street and Highway Improvement Program (CHIPS), \$555,598 under the program known as PAVE-NY, and \$369,997 in Extreme Winter Recovery (EWR), for a total of \$2,918,298, AND

WHEREAS, the County Road Rehab Projects were not yet determined at the time of the passing of the 2022 County Road Fund Budget, AND

WHEREAS, an amount of \$2,918,298.00 was budgeted in expense account D51125.54077 to be used when the projects were determined, AND

WHEREAS, the Cortland County Highway Superintendent has recommended that the following new projects be established for the 2022 Construction Season:

Fisher Avenue, Project # 7150
 Health Camp Road, Project # 7151
 McGraw Marathon Road Section G, Project # 7152
 McGraw Marathon Road Section H, Project # 7153
 Penelope Road, Project # 7233
 Texas Valley Road, Project # 7155

, AND

WHEREAS, the following projects were established in 2021, and will be completed in 2022:

Page Green Road Section 1 Project # 7149
 Preble Road, Project # 7146
 Highland Road, Project # 7148

, NOW THEREFORE BE IT

RESOLVED, that the 2022 County Road Fund Budget be amended as follows:

DECREASE:				
D51125	54077		CHIPS EXPENSES	\$ 2,106,863.00
INCREASE:			PROJECTS	

			PREBLE ROAD	
D51125	51005	7146	PERSONAL SERVICES	\$ 8,990.00
D51125	54065	7146	EQUIPMENT	\$ 26,028.00
D51125	54077	7146	MATERIALS	\$ 94,068.00
D51125	58020	7146	RETIREMENT	\$ 2,374.00
D51125	58030	7146	FICA	\$ 1,297.00
D51125	58040	7146	WORKERS COMP	\$ 678.00
D51125	58060	7146	HEALTH	\$ 3,591.00
D51125	58062	7146	DENTAL	\$ 22.00
D51125	58065	7146	VISION	\$ 4.00
			TOTAL PROJECT	\$ 137,052.00
			HIGHLAND ROAD	
D51125	51005	7148	PERSONAL SERVICES	\$ 18,151.00
D51125	54065	7148	EQUIPMENT	\$ 48,060.00
D51125	54077	7148	MATERIALS	\$ 162,432.00
D51125	58020	7148	RETIREMENT	\$ 4,793.00
D51125	58030	7148	FICA	\$ 2,619.00
D51125	58040	7148	WORKERS COMP	\$ 1,369.00
D51125	58060	7148	HEALTH	\$ 7,251.00
D51125	58062	7148	DENTAL	\$ 45.00
D51125	58065	7148	VISION	\$ 8.00
			TOTAL PROJECT	\$ 244,728.00
			PAGE GREEN ROAD SECTION A	
D51125	51005	7149	PERSONAL SERVICES	\$ 11,280.00
D51125	54065	7149	EQUIPMENT	\$ 29,916.00
D51125	54077	7149	MATERIALS	\$ 201,960.00
D51125	58020	7149	RETIREMENT	\$ 2,979.00
D51125	58030	7149	FICA	\$ 1,628.00
D51125	58040	7149	WORKERS COMP	\$ 851.00
D51125	58060	7149	HEALTH	\$ 4,506.00
D51125	58062	7149	DENTAL	\$ 28.00
D51125	58065	7149	VISION	\$ 5.00
			TOTAL PROJECT	\$ 253,153.00
			FISHER AVE	
D51125	51005	7150	PERSONAL SERVICES	\$ 8,818.00
D51125	54065	7150	EQUIPMENT	\$ 45,036.00
D51125	54077	7150	MATERIALS	\$ 39,420.00
D51125	58020	7150	RETIREMENT	\$ 2,328.00
D51125	58030	7150	FICA	\$ 1,272.00
D51125	58040	7150	WORKERS COMP	\$ 665.00
D51125	58060	7150	HEALTH	\$ 3,523.00
D51125	58062	7150	DENTAL	\$ 22.00

D51125	58065	7150	VISION	\$ 4.00
			TOTAL PROJECT	\$ 101,088.00
			HEALTH CAMP ROAD	
D51125	51005	7151	PERSONAL SERVICES	\$ 33,096.00
D51125	54065	7151	EQUIPMENT	\$ 103,572.00
D51125	54077	7151	MATERIALS	\$ 152,604.00
D51125	58020	7151	RETIREMENT	\$ 8,739.00
D51125	58030	7151	FICA	\$ 4,775.00
D51125	58040	7151	WORKERS COMP	\$ 2,497.00
D51125	58060	7151	HEALTH	\$ 13,221.00
D51125	58062	7151	DENTAL	\$ 81.00
D51125	58065	7151	VISION	\$ 14.00
			TOTAL PROJECT	\$ 318,599.00
			MCGRW MARATHON ROAD SECTION G	
D51125	51005	7152	PERSONAL SERVICES	\$ 16,462.00
D51125	54065	7152	EQUIPMENT	\$ 110,538.00
D51125	54077	7152	MATERIALS	\$ 149,418.00
D51125	58020	7152	RETIREMENT	\$ 4,347.00
D51125	58030	7152	FICA	\$ 2,375.00
D51125	58040	7152	WORKERS COMP	\$ 1,242.00
D51125	58060	7152	HEALTH	\$ 6,576.00
D51125	58062	7152	DENTAL	\$ 40.00
D51125	58065	7152	VISION	\$ 7.00
			TOTAL PROJECT	\$ 291,005.00
			MCGRW MARATHON ROAD SECTION H	
D51125	51005	7153	PERSONAL SERVICES	\$ 16,462.00
D51125	54065	7153	EQUIPMENT	\$ 110,538.00
D51125	54077	7153	MATERIALS	\$ 149,418.00
D51125	58020	7153	RETIREMENT	\$ 4,347.00
D51125	58030	7153	FICA	\$ 2,375.00
D51125	58040	7153	WORKERS COMP	\$ 1,242.00
D51125	58060	7153	HEALTH	\$ 6,576.00
D51125	58062	7153	DENTAL	\$ 40.00
D51125	58065	7153	VISION	\$ 7.00
			TOTAL PROJECT	\$ 291,005.00
			PENELOPE ROAD	
D51125	51005	7233	PERSONAL SERVICES	\$ 14,258.00
D51125	54065	7233	EQUIPMENT	\$ 52,812.00
D51125	54077	7233	MATERIALS	\$ 41,472.00
D51125	58020	7233	RETIREMENT	\$ 3,765.00
D51125	58030	7233	FICA	\$ 2,057.00
D51125	58040	7233	WORKERS COMP	\$ 1,076.00

D51125	58060	7233	HEALTH	\$ 5,696.00
D51125	58062	7233	DENTAL	\$ 35.00
D51125	58065	7233	VISION	\$ 6.00
			TOTAL PROJECT	\$ 121,177.00
			TEXAS VALLEY ROAD	
D51125	51005	7155	PERSONAL SERVICES	\$ 21,358.00
D51125	54065	7155	EQUIPMENT	\$ 139,320.00
D51125	54077	7155	MATERIALS	\$ 169,452.00
D51125	58020	7155	RETIREMENT	\$ 5,640.00
D51125	58030	7155	FICA	\$ 3,082.00
D51125	58040	7155	WORKERS COMP	\$ 1,611.00
D51125	58060	7155	HEALTH	\$ 8,532.00
D51125	58062	7155	DENTAL	\$ 52.00
D51125	58065	7155	VISION	\$ 9.00
			TOTAL PROJECT	\$ 349,056.00
			TOTAL INCREASE	\$ 2,106,863.00

, AND BE IT FURTHER

RESOLVED, that more projects will be added as time allows during the 2022 Construction Season.

AGENDA ITEM NO. 5 – MH-2 Hangar Lease Agreement - Cortland County Airport/Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Ann Homer, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF NEWELL

RESOLUTION NO. 112-22

MH-2 Hangar Lease Agreement - Cortland County Airport/Highway Department

WHEREAS, Cortland County (Lessor) currently owns, maintains and leases various hangar buildings and spaces at Cortland County Airport on a monthly basis, AND

WHEREAS, in accordance with Local Law No. 5 of 2012, the County has negotiated with DM3 of Cortland, LLC (Lessee), P.O. Box 328, Cortland, NY 13045, for the lease of a portion of Hangar Building MH-2 at Cortland County Airport, AND

WHEREAS, the Cortland County Legislature's Highway Committee recommends the lease of approximately 6,500 square feet of Hangar MH-2 with the Lessee, containing the following terms and conditions:

Rental Rate Schedule:

- Year 1 (January 1, 2022 to December 31, 2022): \$1,300.00 per month,

- Optional one (1) Year term, commencing (January 1, 2023 to December 31, 2023): During the lease extension term, the annual rent shall be Fifteen Thousand Eight Hundred Forty Dollars (\$15,840.00) and shall be paid in twelve equal monthly installments of \$1,320.00 per month on the first day of each month

Terms and Conditions:

- All other terms and conditions of the previous Lease for Hangar MH-2 as outlined in the contract with the Lessee shall apply.

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the lease of a portion of Hangar MH- 2 at Cortland County Airport to DM3 of Cortland, LLC (Lessee), P.O. Box 328, Cortland, NY 13045, in accordance with the Rental Rate Schedule, and Terms and Conditions as stated above, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee as to form, is hereby authorized to execute the necessary Hangar Lease Agreement with the Lessee, in accordance with the Rental Rate Schedule, and Terms and Conditions as stated above.

AGENDA ITEM NO. 6 – Allocate 2021 Fund Balance to Airport Reserve - Highway Department/Cortland County Airport

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Richard Stock, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF NEWELL

RESOLUTION NO. 113-22

Allocate 2021 Fund Balance to Airport Reserve - Highway Department/Cortland County Airport

WHEREAS, the Cortland County Legislature adopted Resolution No. 269-17 which directed that the gain or loss from A5610 accounts be placed into a dedicated reserve fund, AND

WHEREAS, the Airport had a gain in 2021 of \$52,284.74, AND

WHEREAS, a Board resolution is required annually to move the funds into said Airport Reserve, NOW THEREFORE BE IT

RESOLVED that the Airport Reserve (A386300.ARPT) be increased \$52,284.74 for 2021 gains.

AGENDA ITEM NO. 7 – Amend 2022 Budget/Authorize Agreement/Installation of Active Landfill Gas Collection and Control System - Highway Department

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF NEWELL**RESOLUTION NO. 114-22**

Amend 2022 Budget/Authorize Agreement/Installation of Active Landfill Gas Collection and Control System - Highway Department

WHEREAS, the Cortland County Landfill produces methane gas that is directly vented into the atmosphere, AND

WHEREAS, methane is a greenhouse gas that is approximately 25 times more potent than carbon dioxide and produces odors at the Cortland County Landfill and surrounding areas, AND

WHEREAS, Barton & Loguidice, D.P.C. provided a preliminary analysis of the estimated landfill gas generation at the Cortland County Landfill based upon the mass of waste in place at the landfill, the type of waste at the landfill, the landfill design life, the methane generation constant, the methane generation potential, the concentration of NMOC's as hexane, the volumetric percent of landfill gas that is methane and the volumetric percent of landfill gas that is carbon dioxide, AND

WHEREAS, through voluntary destruction of landfill gas with the installation of an active gas collection and flaring system, the County is eligible to become a carbon credit provider, AND

WHEREAS, the Cortland County Highway Committee supports the installation of an active gas collection and flaring system to reduce the amount of greenhouse gases emitted into the atmosphere from the landfill and to be eligible to become a carbon credit provider, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby approves of the installation of an active gas collection and flaring system at the Cortland County Landfill, AND BE IT FURTHER

RESOLVED, that the County Administrator and the Superintendent of Highways, upon approval from the County Attorney or designee as to form, be and hereby are authorized to enter into any agreements and award bids needed for the planning, installation and implementation of an active gas collection and flaring system at the Cortland County Landfill for a cost not to exceed \$1.7 million, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes the 2022 County Budget to be modified as necessary for said project, AND BE IT FURTHER

RESOLVED, that the funding for this project is to come from account A359900, Appropriated Fund Balance, as a loan from the General Fund to the Solid Waste Fund to be paid back with carbon credits received.

Referred from Health & Human Services Committee

Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 8 – Authorize County Support to the Cortland County Junior Fair

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Beau Harbin, Minority Leader
SECONDER: Kelly L. Fairchild-Preston, Legislator
AYES: Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HARBIN**RESOLUTION NO. 115-22****Authorize County Support to the Cortland County Junior Fair**

WHEREAS, the Cortland County Junior Fair is a staple of the Cortland County community for 68 years and promotes agriculture and the youth of the County, AND

WHEREAS, the Agriculture, Planning and Environmental Committee recommends supporting the Cortland County Junior Fair, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes the County to provide support in the amount of \$5,000 to the Cortland County Junior Fair, AND BE IT FURTHER

RESOLVED, that the 2022 Cortland County Budget be modified as follows:

INCREASE:

A64205.54780 Sponsor Contributions \$5,000

A359900 Appropriated Fund Balance \$5,000

AGENDA ITEM NO. 9 – Authorize Agreement for the Purchase of Five (5) 16 Passenger Transit Buses - Cortland County Planning Department

RESULT: ADOPTED [UNANIMOUS]
MOVER: Beau Harbin, Minority Leader
SECONDER: Ann Homer, Legislator
AYES: Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HARBIN**RESOLUTION NO. 116-22****Authorize Agreement for the Purchase of Five (5) 16 Passenger Transit Buses - Cortland County Planning Department**

WHEREAS, Resolution No. 120-20 authorized Cortland County to sign a grant application for consolidated grant funds under Contract No. C004119 from the New York State Department of Transportation, pursuant to Federal Section 5311, Title 49 United States Code, to provide public mass transportation service for fixed route and demand responsive service throughout the County, with limited service to contiguous counties provided by First Transit, Inc., Cortland County's public transportation provider, and the purchase of capital equipment that would consist of new buses and other equipment to be used by First Transit, Inc., AND

WHEREAS, Resolution No. 79-21 indicated Cortland County's acceptance of the Mass Transportation Capital Agreement under Contract C004119, which included specific PIN Numbers for the purchase of buses and related equipment, for a total grant award of \$933,391, AND

WHEREAS, Pin 3790.02.302 is for the purchase of (5) Lot G buses and related equipment, AND

WHEREAS, Shepard Bros, Inc., 20 Eastern Blvd., Canandaigua, NY 14424 is the authorized vendor for Lot G buses under the NY State Office of Government Services Contract Number PC69003 SB, AND

WHEREAS, Cortland County is requesting to enter into an agreement with Shepard Bros. Inc., for the purchase of (5) Lot G, 16 passenger buses with (4) four wheelchair stations and related equipment in an amount not to exceed \$421,801.10, AND

WHEREAS, there is no cost to the County of Cortland, as the local share required is provided by First Transit, Inc., as stipulated in their agreement with Cortland County, NOW THEREFORE FOR BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is authorized to sign the agreement with Shepard Bros, Inc., for the purchase of buses and related equipment, in the amount not to exceed of \$421,801.10, to be paid out of the 2022 budget appropriations account A56305.52030.

AGENDA ITEM NO. 10 – Authorize Agreement for Purchase of (3) 26 Passenger Transit Buses - Cortland County Planning Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Susan Wilson, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO. 117-22

Authorize Agreement for Purchase of (3) 26 Passenger Transit Buses - Cortland County Planning Department

WHEREAS, Resolution No. 120-20 authorized Cortland County to sign a grant application for consolidated grant funds under Contract No. C004119 from the New York State Department of Transportation, pursuant to Federal Section 5311, Title 49 United States Code, to provide public mass transportation service for fixed route and demand responsive service throughout the County, with limited service to contiguous counties provided by First Transit, Inc., Cortland County's public transportation provider, and the purchase of capital equipment that would consist of new buses and other equipment to be used by First Transit, Inc., AND

WHEREAS, Resolution No. 79-21 indicated Cortland County's acceptance of the Mass Transportation Capital Agreement under Contract C004119, which included specific PIN Numbers for the purchase of buses and related equipment, for a total grant award of \$933,391, AND

WHEREAS, Pin 3790.01.302 is for the purchase of (3) Lot K buses, AND

WHEREAS, Matthews Bus Alliance, DBA: Matthew Buses Commercial , 4802 West Colonial Drive, Orlando, FL 32808 is the authorized vendor for Lot K buses under the NY State Office of Government Services Contract Number PC69001, AND

WHEREAS, Cortland County is requesting to enter into an agreement with Matthews Bus Alliance, d/b/a Matthews Buses Commercial., for the purchase of (3) Lot K, 26 passenger buses with (6) six wheelchair stations and related equipment in an amount not to exceed \$512,311.44, AND

WHEREAS, there is no cost to the County of Cortland, as the local share match will be displaced by the Accelerated Transit Capital in the amount of \$37,500 and the balance of the local match required is provided by First Transit, Inc., as stipulated in their agreement with Cortland County, NOW THEREFORE FOR BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney, is authorized to sign the agreement with Matthews Bus Alliance DBA: Matthews Buses Commercial for the purchase of buses and related equipment, in the amount not to exceed of \$512,311.44, to be paid out of the 2022 budget appropriations account A56305.52030.

AGENDA ITEM NO. 11 – Appoint Member to the Transportation Advisory Committee - Planning Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO. 118-22

Appoint Member to the Transportation Advisory Committee - Planning Department

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, a vacancy exists on the board, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby appoints the following community service and government agency representatives, or their designee, to the Transportation Advisory Committee for a term ending December 31, 2024:

Shannon Coffee - JM Murray Center

AGENDA ITEM NO. 12 – Appoint Member to the Cortland County Planning Board - Planning Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO. 119-22

Appoint Member to the Cortland County Planning Board - Planning Department

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

WHEREAS, due to the resignation of a member, there is a vacancy on the Cortland County Planning Board, AND

WHEREAS, applications were received and reviewed for the vacant positions on the Cortland County Planning Board, AND

WHEREAS, Article III of the Cortland County Planning Board by-laws state vacancies shall be filled by appointment by the Legislature in accordance with Section 1 of Article III of said by-laws, NOW THEREFORE BE IT

RESOLVED, that the following be and hereby are appointed to the Cortland County Planning Board for the terms as provided below:

Name	Address	Municipality	Term Expiration
Kevin Whitney	3689 Delaware Ave, Cortland, NY	Town of Cortlandville	6/30/2023

Referred from Judiciary & Public Safety Committee

Referred from Government Operations Committee

AGENDA ITEM NO. 13 – Create Positions - Poll Inspectors (200) - Board of Elections

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Stock, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF STOCK

RESOLUTION NO. 120-22

Create Positions - Poll Inspectors (200) - Board of Elections

WHEREAS, the needs of the Board of Elections will be better served by creating 200 Poll Inspector positions, AND

WHEREAS, the Government Operations Committee recommends the creation of these positions, NOW THEREFORE BE IT

RESOLVED, 200 positions of Poll Inspector, (unclassified service, \$16.00/HR) be created effective April 28, 2022, with approval to fill.

AGENDA ITEM NO. 14 – Mortgage Tax Disbursement October 1, 2021 - March 31, 2022 - County Clerk

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Stock, Legislator
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF STOCK

RESOLUTION NO. 121-22

Mortgage Tax Disbursement October 1, 2021 - March 31, 2022 - County Clerk

WHEREAS, in accordance with NYS Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for October 1, 2021-March 31, 2022, has been prepared and submitted by the Cortland County Clerk and has been approved by the NYS Department of Taxation and Finance, AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Treasurer, AND

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

RESOLVED, that the Cortland County Legislature authorize the County Treasurer 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.

Cortland, City of	\$130,184.39
Cincinnatus, Town of	7,104.30
Cortlandville, Town of	126,671.78
McGraw, Village of	3,538.98
Homer, Village of	378.71
Cuyler, Town of	3,343.37
Freetown, Town of	3,278.15
Harford, Town of	9,474.81
Homer, Town of	34,296.69
Homer Village of	25,851.84
Lapeer, Town of	5,224.32
Marathon, Town of	12,459.77
Marathon, Village of	6,650.31
Preble, Town of	13,781.94
Scott, Town of	16,227.03
Solon, Town of	7,386.05
Taylor, Town of	4,330.24
Truxton, Town of	17,050.71
Virgil, Town of	40,730.35
Willet, Town of	2,195.08
TOTAL	\$470,158.82

AGENDA ITEM NO. 15 – Create Position Landfill Equipment Operator for Highway Department - Solid Waste Division - Personnel

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Stock, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF STOCK

RESOLUTION NO. 122-22

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

Create Position Landfill Equipment Operator for Highway Department - Solid Waste Division - Personnel

WHEREAS, the needs of the Landfill will be better served by creating one full-time position of Landfill Equipment Operator, AND

WHEREAS, the Highway Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one full-time position of Landfill Equipment Operator (CSEA, Grade 14, \$20.6041- 26.0742/hr, non-competitive class, full-time with benefits) be created on April 28, 2022 with approval to fill.

AGENDA ITEM NO. 16 – Adopt Changes to Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees/Reallocate Various Positions in Cortland County CSEA Unit #6550, Local 812/Abolish/Create Various Positions - Personnel Department

RESULT:	ADOPTED [13 TO 4]
MOVER:	Richard Stock, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Newell, Price, Wagner, Heider, Eccleston
NAYS:	Linda Jones, Kelly L. Fairchild-Preston, Joseph Nauseef, Eugene Waldbauer

ON MOTION OF STOCK

RESOLUTION NO. 123-22

Adopt Changes to Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees/Reallocate Various Positions in Cortland County CSEA Unit #6550, Local 812/Abolish/Create Various Positions - Personnel Department

WHEREAS, a compensation analysis of all positions in the Cortland County Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees and the Cortland County CSEA Unit #6550, Local 812, was conducted and completed by the Burke Group, AND

WHEREAS, the analysis recommended options for the Cortland County Legislature to implement in order to bring Cortland County employee salaries in line with current market values, AND

WHEREAS, upon conducting the analysis, additional recommendations were presented for certain positions to be abolished and created, NOW THEREFORE BE IT

RESOLVED, that effective June 27, 2022, the Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees will be amended as attached, AND BE IT FURTHER

RESOLVED, that effective June 27, 2022, various CSEA positions will be reallocated as attached, AND BE IT FURTHER

RESOLVED, that effective June 27, 2022, the following positions will be abolished and created with approval to fill:

Abolish

Mental Health
Office Manager

Create

Executive Administrative Officer

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Senior Account Clerk (2)
 Medical Services Clerk (2)
 Youth Project Director
 Licensed Master Social Worker (9)
 Licensed Clinical Social Worker (5)

Principal Account Clerk (2)
 Senior Medical Services Clerk (2)
 SPOA Coordinator
 Mental Health Clinician (9)
 Senior Mental Health Clinician (5)
 Senior Account Clerk

Grant Administration

Grant Administrator

Workforce Development Director

Planning

Secretary 1

Fiscal Officer

Elections

Senior Election Clerk (2)

Deputy Election Commissioner (2)

, AND BE IT FURTHER

RESOLVED, that the 2022 County Budget be modified as needed for said changes with funds budgeted in A19905.54775 Contingency.

AGENDA ITEM NO. 17 – Adopt Local Law "C" for the Year 2022 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

RESULT:	ADOPTED [13 TO 4]
MOVER:	Richard Stock, Legislator
SECONDER:	Ann Homer, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Newell, Price, Wagner, Heider, Eccleston
NAYS:	Linda Jones, Kelly L. Fairchild-Preston, Joseph Nauseef, Eugene Waldbauer

ON MOTION OF STOCK

RESOLUTION NO. 124-22

Adopt Local Law "C" for the Year 2022 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

WHEREAS, said Local Law has been in its final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date, AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required, NOW THEREFORE BE IT

RESOLVED, that Local Law 5 for the year 2022 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law, AND BE IT FURTHER

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted, NOW THEREFORE

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

SECTION 1.

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

LEGISLATIVE INTENT

The County Legislature hereby states the intent of this local law is to preserve the integrity of the Management Compensation Plan, the goal of which is to treat all employees equally by maintaining grade level salary increments attached to years of service to the County. It is therefore necessary for the County Legislature to extend by local law the same increase in salary for those County officers elected or appointed for a fixed term, in compliance with New York State County Law §201, as has been previously Confidential Employees through Cortland County Local Law No. 4 of 2011.

SECTION II.

The Cortland County Employment Policy Manual for Department Heads, Management and Management/Confidential Employees includes a Grade and Step Schedule, with salary increments tied to grade levels and years of service. Certain officers are excluded pursuant to New York State County §201, as the salary of any officer elected or appointed for a fixed term may only be increased by local law subject to permissive referendum as provided for in Municipal Home Rule Law §24(2)(h).

SECTION III.

The same rate of annual salary increase for fiscal year 2022 extended to Cortland County Management and Management/Confidential Employees through the modification of the Grade and Step Schedule, shall be provided to those officers elected or appointed for a fixed term, during their term of office. The annual salary of said officers elected or appointed for a fixed term, during their term of office, is to be adjusted and paid over the balance of the 2022 calendar year, upon the effective date of this local law.

This Local Law shall function to increase the salary of the following officers elected or appointed for a fixed term, during their term of office:

Elected office include:

County Clerk
County Coroner (s)
County Sheriff
County Treasurer

Officers appointed for a fixed term include:

Clerk of the Legislature
County Attorney
Public Defender
Veteran's Services Officer
Commissioner of Social Services
Highway Superintendent
Personnel Officer
Public Health Director
Real Property Tax Services Director

SECTION IV:

This local law is subject to permissive referendum and shall not take effect until June 27, 2022, which is at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

Referred from Finance & Administration Committee

AGENDA ITEM NO. 18 – Authorize First Quarter 2022 Sales Tax Distribution - Finance

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

RESULT: **ADOPTED [16 TO 1]**
MOVER: George Wagner, Majority Leader
SECONDER: Christopher Newell, Legislator
AYES: Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
NAYS: Beau Harbin

ON MOTION OF WAGNER**RESOLUTION NO. 125-22****Authorize First Quarter 2022 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 2022 first quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for first quarter 2022 to be \$9,099,336.01, AND

WHEREAS, the total amount available for distribution is \$8,724,336.01, 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 (\$670,000.00) is to be withheld from the quarterly distribution, AND

WHEREAS, Cortland County receives (54%), or \$4,711,141.45 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 2022 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	\$1,548,569.64	\$-0-	\$1,548,569.64	\$-0-
Cincinnatus, Town of	\$72,340.89	\$-0-	\$72,340.89	\$-0-
Cortlandville, Town of	\$773,753.32	\$-0-	\$773,753.32	\$-0-
Cuyler, Town of	\$65,904.68	\$(28,750.00)	\$37,154.68	\$-0-
Freetown, Town of	\$49,549.03	\$-0-	\$49,549.03	\$-0-
Harford, Town of	\$78,348.22	\$(70,000.00)	\$8,348.22	\$-0-
Homer, Town of	\$263,876.33	\$-0-	\$263,876.33	\$-0-

Homer, Village of	\$187,683.22	\$-0-	\$187,683.22	\$-0-
Lapeer, Town of	\$102,152.33	(\$77,500.00)	\$24,652.33	\$-0-
Marathon, Town of	\$78,306.81	\$-0-	\$78,306.81	\$-0-
Marathon, Village of	\$39,575.64	\$-0-	\$39,575.64	\$-0-
McGraw, Village of	\$34,373.02	\$-0-	\$34,373.02	\$-0-
Preble, Town of	\$134,446.81	\$-0-	\$134,446.81	\$-0-
Scott, Town of	\$79,756.53	\$-0-	\$79,756.53	\$-0-
Solon, Town of	\$73,707.62	\$-0-	\$73,707.62	\$-0-
Taylor, Town of	\$43,246.02	(\$20,000.00)	\$23,246.02	\$-0-
Truxton, Town of	\$95,187.58	(\$90,000.00)	\$5,187.58	\$-0-
Virgil, Town of	\$228,316.95	(\$16,250.00)	\$212,066.95	\$-0-
Willet, Town of	\$64,099.92	\$-0-	\$64,099.92	\$-0-
Total	\$4,013,194.56	(\$302,500.00)	\$3,710,694.56	\$-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.

AGENDA ITEM NO. 19 – Authorize County Administrator to Approve Budgeted Contracts - County Administration

Ms. Homer MADE A MOTION TO AMEND the final RESOLVED clause to include "and appropriate department head, if required," after County Administrator. Mr Harbin SECONDED THE MOTION, and after a unanimous voice vote of members present, MOTION CARRIED.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	George Wagner, Majority Leader
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO. 126-22

Authorize County Administrator to Approve Budgeted Contracts - County Administration

WHEREAS, Cortland County enters into contracts with many organizations as part of daily business, AND

WHEREAS, during the budget process each year the funds are appropriated and approved by the Legislature, AND

WHEREAS, this is a duplication that slows down the County's contracting process and takes up valuable time for the Legislators to approve an item that has already been approved in the budget process, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator to have the authority to approve these contracts which have been approved in the County Budget, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and appropriate department head, if required, be and hereby is authorized, upon review and approval by the County Attorney or designee, to sign agreements which are approved in the current fiscal year County Budget.

AGENDA ITEM NO. 20 – Authorize County Administrator to Award Grants

Ms. Homer MADE A MOTION TO AMEND the second to last RESOLVED clause to include "and appropriate department head, if required," after County Administrator. Mr Harbin SECONDED THE MOTION, and after a unanimous voice vote of members present, MOTION CARRIED.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	George Wagner, Majority Leader
SECONDER:	Ann Homer, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO. 127-22

Authorize County Administrator to Award Grants

WHEREAS, Cortland County receives grants and other funding on a regular basis, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator to have the authority to accept such grants and amend budgets based on grant proceeds providing the grants do not require the creation of any new positions and there is no County match required, NOW THEREFORE BE IT

RESOLVED, that the County Administrator is hereby authorized to award such grants and amend budgets based on grant proceeds providing the grants do not require the creation of any new positions and there is no County match required, AND BE IT FURTHER

RESOLVED, that the County Administrator and appropriate department head, if required, upon review and approval by the County Attorney or designee, is hereby authorized and directed to sign agreements to accept the grant, 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.

AGENDA ITEM NO. 21 – Authorize the County Administrator to Award Food Bids

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	George Wagner, Majority Leader
SECONDER:	Richard Stock, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO. 128-22

Authorize the County Administrator to Award Food Bids

WHEREAS, Cortland County is required to bid for food and other items on a regular basis, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator to have the authority to award such bids based on adherence to the County's purchasing policy, NOW THEREFORE BE IT

RESOLVED, that the County Administrator is authorized to award such bids, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized and directed to sign agreements to award these bids to the chosen vendor.

AGENDA ITEM NO. 22 – Authorize Allocation of American Rescue Plan Funding to the Cortland County Business Development Corporation

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	George Wagner, Majority Leader
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO. 129-22

Authorize Allocation of American Rescue Plan Funding to the Cortland County Business Development Corporation

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, with Resolution No. 315-21 the Cortland County Legislature approved the allocation of \$300,000 of the federal aid revenue to the Cortland County Business Development Corporation to administer a Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, AND

WHEREAS, the Cortland County Business Development Corporation received over 80 applications from small businesses throughout Cortland County, AND

WHEREAS, the small businesses, through the Downtown Assistance Program, Façade Improvement Program and Small Business Expansion Assistance Program, are putting private investment into the Cortland County business community, AND

WHEREAS, the Business Development Corporation is in need of more funding to allow them to assist all eligible applications, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate an additional \$300,000 of the federal aid revenue to the Cortland County Business Development Corporation to administer a Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, AND

WHEREAS, a reporting of all monies spent and backup documentation must be submitted to Cortland County for reporting to the Federal Government, AND

WHEREAS, any funds spent that are not reported to the County and/or not utilized for the specific purposes outlined in this resolution need to be returned to Cortland County in a timely manner,

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

AND

WHEREAS, should the project(s) outlined in this resolution not begin by December 31, 2023, all funding provided by Cortland County is to be returned to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes \$300,000 of the Federal American Rescue Plan funds to the Cortland County Business Development Corporation to administer a Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, AND BE IT FURTHER

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Cortland County Business Development Corporation for said purposes.

AGENDA ITEM NO. 23 – Authorize Use of American Rescue Plan Funds for Legislative Chambers and Committee Room Updates

RESULT:	ADOPTED [16 TO 1]
MOVER:	George Wagner, Majority Leader
SECONDER:	Ann Homer, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
NAYS:	Linda Jones

ON MOTION OF WAGNER

RESOLUTION NO. 130-22

Authorize Use of American Rescue Plan Funds for Legislative Chambers and Committee Room Updates

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, there is a need to update the Cortland County Legislative Chambers and committee rooms to have the ability to hold efficient virtual meetings, AND

WHEREAS, the Buildings and Grounds Committee and the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed the allocation of \$300,000 of the federal aid revenue for Legislative Chambers and committee room renovations at the County Office Building, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the allocation of \$300,000 of the federal aid revenue for Legislative Chambers and committee room renovations at the County Office Building, AND BE IT FURTHER

RESOLVED, the 2022 Cortland County budget be and hereby is amended as follows:

Increase:

A132544.44089.ARP Federal Aid Revenue \$300,000

A10105.52320.ARP Building Improvements \$300,000

, AND BE IT FURTHER

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

RESOLVED, that the County Administrator is hereby authorized, upon approval by the County Attorney or designee, to enter into agreements for the Legislative Chambers and committee room renovations at the County Office Building.

AGENDA ITEM NO. 24 – Authorize Use of American Rescue Plan Funds for County Office Building HVAC Project (3Rd Floor)

RESULT:	ADOPTED [16 TO 1]
MOVER:	George Wagner, Majority Leader
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
NAYS:	Linda Jones

ON MOTION OF WAGNER

RESOLUTION NO. 131-22

Authorize Use of American Rescue Plan Funds for County Office Building HVAC Project (3Rd Floor)

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, the Buildings and Grounds Committee and the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed the allocation of \$500,000 of the federal aid revenue for HVAC renovations for the third floor of the County Office Building, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the allocation of \$500,000 of the federal aid revenue for HVAC renovations for the third floor of the County Office Building, AND BE IT FURTHER

RESOLVED, the 2022 Cortland County budget be and hereby is amended as follows:

Increase:

A132544.44089.ARP Federal Aid Revenue \$500,000

A16205.52320.ARP B&G - Building Improvements \$500,000

, AND BE IT FURTHER

RESOLVED, that the County Administrator is hereby authorized, upon approval by the County Attorney or designee, to enter into agreements for HVAC renovations for the third floor of the County Office Building for an amount not to exceed \$500,000.

AGENDA ITEM NO. 25 – Authorize Use of American Rescue Plan Funds for the Cortland County Mental Health Building

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

RESULT: ADOPTED [UNANIMOUS]
MOVER: George Wagner, Majority Leader
SECONDER: Ann Homer, Legislator
AYES: Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF WAGNER**RESOLUTION NO. 132-22****Authorize Use of American Rescue Plan Funds for the Cortland County Mental Health Building**

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed the allocation of \$2,000,000 of the federal aid revenue for renovations to the Cortland County Mental Health Building, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the allocation of \$2,000,000 of the federal aid revenue for renovations to the Cortland County Mental Health Building located at 111 Port Watson St., Cortland, NY, AND BE IT FURTHER

RESOLVED, the 2022 Cortland County budget be and hereby is amended as follows:

Increase:

A132544.44089.ARP	Federal Aid Revenue	\$2,000,000
A43115.52320.ARP	Building Improvements	\$2,000,000

, AND BE IT FURTHER

RESOLVED, that the County Administrator is hereby authorized, upon approval by the County Attorney or designee, to enter into agreements for renovations to the Cortland County Mental Health Building, AND BE IT FURTHER

RESOLVED, the Director of Finance shall carryover all unused funds to subsequent years until the project is completed or funds are expended, no later than fiscal year 2026.

AGENDA ITEM NO. 26 – Authorize Use of American Rescue Plan Funding for Broadband & Dissolution of Federal Aid Allocation Citizen's Advisory Committee

RESULT: ADOPTED [UNANIMOUS]
MOVER: George Wagner, Majority Leader
SECONDER: Beau Harbin, Minority Leader
AYES: Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston

ON MOTION OF WAGNER**RESOLUTION NO. 133-22**

Authorize Use of American Rescue Plan Funding for Broadband & Dissolution of Federal Aid Allocation Citizen's Advisory Committee

Minutes Acceptance: Minutes of Apr 28, 2022 6:00 PM (Approval of Minutes)

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, Resolution No. 142-21 established the Federal Aid Allocation Citizen's Advisory Committee to formulate a clear plan for the use of the Federal Aid being received, AND

WHEREAS, Resolution No. 14-22 reestablished the Federal Aid Allocation Citizen's Advisory Committee to continue allocating the Federal Aid received, AND

WHEREAS, the Federal Aid Allocation Citizen's Advisory Committee endorses the allocation of all unspent American Rescue Plan funds to broadband expansion in Cortland County, AND

WHEREAS, upon approval of the Cortland County Legislature, all American Rescue Plan funding received by Cortland County is allocated, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby allocates all unspent American Rescue Plan funding to broadband expansion in Cortland County through December 31, 2024, AND BE IT FURTHER

RESOLVED, that the Federal Aid Allocation Citizen's Advisory Committee be and hereby is dissolved as of April 28, 2022 and all future spending of American Rescue Plan funds be approved by the Finance and Administration Committee.

AGENDA ITEM NO. 27 – Authorize Agreement for Auctioneer Services for the Sale of County Tax Foreclosure Properties - Treasurer's Office

RESULT:	ADOPTED [16 TO 1]
MOVER:	George Wagner, Majority Leader
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
NAYS:	Beau Harbin

ON MOTION OF WAGNER

RESOLUTION NO. 134-22

Authorize Agreement for Auctioneer Services for the Sale of County Tax Foreclosure Properties - Treasurer's Office

WHEREAS, The Treasurer's Office of Cortland County advertised for bids for Auctioneer services for the auction of tax foreclosures properties, Index No._____, AND

WHEREAS, sealed bids were opened on April 1, 2022 at 11:30 a.m. at the Office of the Clerk of the Legislature, AND

WHEREAS, the Treasurer's Office received three proposals from the following New York State licensed auctioneers:

Bidder	Buyer's Premium	County's Cost
Auctions International d/b/a AuctionsInternational.com 11167 Big Tree Road East Aurora, NY 14052	6% Cash or Check 11% Credit Card No Reclaimed Property Fee	\$0
Absolute Auctions & Realty, Inc. d/b/a NYSAuctions.com 45 South Avenue, PO Box 1739 Pleasant Valley,	10% Cash or Check 11% Credit Card 10% Reclaimed Property Fee	\$0

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NY 12569		
Collar City Auctions d/b/a CollarCityAuctions.com 9423 Western Turnpike Delanson, NY 12053	6% Cash or Check Unspecified Credit Card No Reclaimed Property Fee	\$0

, NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendation of the Cortland County Treasurer, the Cortland County Legislature be and hereby awards the Auctioneer agreement to the lowest qualified bidder being Auctions International, 11167 Big Tree Road, East Aurora, NY 14052 for the 2018 foreclosed properties, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized to execute a contract with Auctions International, 11167 Big Tree Road, East Aurora, NY 14052 for the 2018 foreclosed properties.

Announcements

Adjournment

The meeting was closed at 7:04 PM

Cortland County Recognition



Recognizing Mahlon Irish, Sr. for 61 Years of Service

WHEREAS, Mahlon Irish, Sr. began serving the residents of the Village of Homer and the surrounding communities in 1961 when he joined the Homer Volunteer Fire Department, AND

WHEREAS, Mahlon Irish, Sr. has dedicated his life to the fire service and the protection of life and property from loss by fire and other emergency situations throughout his over 61 year career, AND

WHEREAS, throughout their tenure with the Homer Fire Department, Mahlon Irish, Sr. has distinguished himself as a model firefighter with his knowledge, dedication and diligent efforts, AND

WHEREAS, Mr. Irish has demonstrated exemplary leadership with a dedicated work ethic while serving as a firefighter in Cortland County, NOW THEREFORE BE IT

RESOLVED, that I, Kevin Fitch, on behalf of the Cortland County Legislature, hereby recognize Mahlon Irish, Sr. for his contributions that have helped create a safer community for our residents, AND BE IT FURTHER

RESOLVED, that on behalf of all of Cortland County we hereby commend, congratulate and thank Mahlon Irish, Sr. for 61 years of dedicated service and outstanding contributions to the fire service, and for his tireless efforts to educate and advocate for firefighters statewide.

IN WITNESS WHEREOF, I have hereunto set my hand this 26th day of May, 2022.

Kevin Fitch, Chairman
Cortland County Legislature

Cortland County Proclamation



Elder Abuse Prevention Month

WHEREAS, older adults deserve to be treated with respect and dignity to enable them to serve as leaders, mentors, volunteers and vital participating members of our communities, AND

WHEREAS, in 2006, the International Network for the Prevention of Elder Abuse, in support of the United Nations International Plan of Action, proclaimed a day to recognize the significance of elder abuse as a public health and human rights issue, AND

WHEREAS, 2022 marks the 16th Annual World Elder Abuse Awareness Day and its recognition will promote a better understanding of abuse and neglect of older adults, AND

WHEREAS, the National Center on Elder Abuse (NCEA) and Cortland County Area Agency on Aging and partner agencies recognize the importance of taking action to raise awareness, prevent and address elder abuse, AND

WHEREAS, as our population lives longer, we are presented with an opportunity to think about our collective needs and future as a nation, AND

WHEREAS, ageism and social isolation are major causes of elder abuse in the United States, AND

WHEREAS, recognizing that it is up to all of us, to ensure that proper social structures exist so people can retain community and societal connections, reducing the likelihood of abuse, AND

WHEREAS, preventing abuse of older adults through maintaining and improving social supports like senior centers, human services and transportation will allow everyone to continue to live as independently as possible and contribute to the life and vibrancy of our communities, AND

WHEREAS, where there is justice there can be no abuse; therefore, NCEA urges all people to restore justice by honoring older adults and to join us in our engaging and empowering movement, putting an end to abuse, NOW THEREFORE BE IT

RESOLVED, that I, Kevin Fitch, do hereby proclaim June 15, 2022 as World Elder Abuse Awareness Day in Cortland County, and encourage all of our communities to recognize and celebrate older adults and their ongoing contributions to the success and vitality of our country.

IN WITNESS WHEREOF, I have hereunto set my hand this 26th day of May, 2022.

Kevin Fitch, Chairman
Cortland County Legislature

Cortland County Proclamation



Proclaiming June 2022 as Aphasia Awareness Month in Cortland County

WHEREAS, Aphasia is a communication disorder that frequently occurs after a stroke or a traumatic injury to the brain, AND

WHEREAS, according to the National Aphasia Association there are at least one million people in the United States with Aphasia, AND

WHEREAS, according to the National Aphasia Association more people have Aphasia than have many other common conditions such as cerebral palsy, multiple sclerosis, Parkinson's disease or muscular dystrophy, AND

WHEREAS, Aphasia may impact an individual's ability to speak, to understand the speech of others, to read, to write, to calculate and to gesture, AND

WHEREAS, impairment in communication impacts an individual's ability to communicate with their family, friends and community, AND

WHEREAS, there is no "cure" for Aphasia, AND

WHEREAS, communication skills can improve over time, especially if speech therapy is provided and providing optimal settings also improves the success of communication of individuals with Aphasia, NOW THEREFORE BE IT

RESOLVED, that I, Kevin Fitch, Chair of the Cortland County Legislature, on behalf of the entire Legislature, do hereby proclaim the month of June 2022 as APHASIA AWARENESS MONTH in Cortland County.

IN WITNESS WHEREOF, I have hereunto set my hand this 26th day of May, 2022.

Kevin Fitch, Chair
Cortland County Legislature

Cortland County Recognition



Recognizing June as Dairy Month in Cortland County

WHEREAS, dairy farmers have contributed to the development and well-being of Cortland County since its founding in 1808, AND

WHEREAS, the dairy industry is a significant contribution to the economy of Cortland County and New York State, AND

WHEREAS, milk and dairy foods provide health benefits and valuable nutrients, AND

WHEREAS, real milk and dairy foods are superior to their imitations in quality, values and taste, AND

WHEREAS, June is National Dairy Month, designated to highlight the dairy industry, NOW THEREFORE BE IT

RESOLVED, that I, Kevin Fitch, Chairman of the Cortland County Legislature, June 2022 is hereby proclaimed Dairy Month in Cortland County, and I call upon all the government agencies and the people of Cortland County to celebrate the month with appropriate programs and activities.

Signed on the 26th day of May, 2022.

**Kevin Fitch, Chair
Cortland County Legislature**

Cortland County Proclamation



Declaring June 2022 to be Pride Month in Cortland County

WHEREAS, our LGBTQIA residents will always be an accepted and valued part of our vibrant and diverse Cortland County community, AND

WHEREAS, the month of June is designated Pride Month to commemorate the Stonewall Uprising of June 1969 which is considered the birth of the modern LGBTQIA rights movement, AND

WHEREAS, despite the tremendous progress that has been made since then, members of the LGBTQIA community continue to face violence and discrimination, suffering higher rates of depression and suicide, with LGBQ youth in Cortland County 6x more likely to attempt suicide compared to straight peers, and transgender youth in Cortland County 3.5x more likely to attempt suicide compared to cisgender youth, AND

WHEREAS, Pride Month serves as a reminder of the LGBTQIA community's tireless efforts to secure dignity and equality, and calls on us to continue this fight until all may live and love freely, AND

WHEREAS, this month we celebrate the resilience of our LGBTQIA neighbors, friends, and family members, and recommit ourselves to building an inclusive community where all residents can take pride in who they are and who they love, NOW THEREFORE BE IT

RESOLVED, that, I, Kevin Fitch, Chair of the Cortland County Legislature, on behalf of all residents of Cortland County, do hereby proclaim the month of June 2022 as Pride Month in Cortland County.

IN WITNESS WHEREOF, I have hereunto set my hand this 26th day of May, 2022.

Kevin Fitch, Chair
Cortland County Legislature



Cortland County Administrative Policy Manual

Fund Balance Policy

Policy/Procedure Number: 003.006

Modified Date (s): 2004, 1/26/2017
11/18/2021

Resolution No.: 05-02; 334-04; 58-17; 311-21

Effective Date: 1/26/2017
Next Review: 12/31/2022

Objective: To establish a fund balance policy to reduce the cost of borrowing for cash flow, offset revenue shortfalls and unexpected expenditures, stabilize taxes and maintain services without budget cutbacks, improve long-term planning initiatives and enhance the County's credit rating.

Reference (All applicable federal, state, and local laws): Chapter 528 of the Laws of 2000; OSC Accounting Bulletins

Legislative Policy Statement:

Responsible Department: County Administrator and Finance Department

General Information: Prior to 2001, the County did not have the legal authority to carryover any unappropriated/unreserved balance. Chapter 528 of the Laws of 2000 provided greater flexibility to local governments and the ability to carryover a "reasonable amount" of unappropriated/unreserved fund balance.

I. Definitions:

Fund Balance: The difference between assets and liabilities reported in a governmental fund. Fund balance is not necessarily the cash balance of the fund. Fund balance is classified into various components defined below based on the limitation placed on the use of funds received. The hierarchy indicates the extent to which a government can use amounts reported in the governmental funds balance sheet.

Non-spendable Fund Balance: Consists of assets that are inherently non-spendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale and principal of endowments.

Restricted Fund Balance: Consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors or laws and regulations of other governments; or through constitutional provision or enabling legislation.



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Committed Fund Balance: Consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of action to remove the constraint.

Assigned Fund Balance: Consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level of decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the General Fund and, in funds other than the General Fund, represents the residual amount of fund balance.

Unassigned Fund Balance: In the General Fund, unassigned fund balance represents the residual difference between assets and liabilities after all other fund balance classifications have been determined and could report a surplus or deficit. In funds other than the General Fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed or assigned.

II. Policy:

Fund Balance Policy for the General Fund

For the General Fund, unassigned fund balance is the only portion of fund balance that is not reserved or committed for specific purposes and is, therefore, considered "discretionary." Setting a target level for unassigned fund balance in the General Fund and determining a mechanism of adjustment when the amount is above or below that threshold upholds the fiduciary responsibility the Legislature takes when collecting taxpayer dollars.

This policy will require that the unassigned fund balance in the General Fund be ~~10~~13% of the current fiscal year's General Fund original appropriations budget. This represents a reservation of 1-2 months of expenditures.

Should the level of unassigned General Fund fund balance exceed the ~~10~~13% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to distribute the excess funds.

Should the level of unassigned General Fund fund balance not meet the ~~10~~13% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to reduce spending and/or increase revenue in order to meet the threshold.

Fund Balance Policy for the County Road Fund

Expenditures in the County Road Fund consist of large capital projects for roads, bridges and culverts. As such, a percentage of appropriations for this fund would be insufficient in the case of



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an “emergency.” The Legislature has determined that a \$1,000,000 threshold for the County Road assigned fund balance would be more appropriate.

Once the threshold level is attained, amounts above that level are to be used within the next fiscal year to make road, bridge or culvert improvements/replacements/repairs; or to be “returned” to the taxpayers by reducing the appropriation to the County Road Fund from the General Fund in the following year’s budget.

Fund Balance for the Road Machinery Fund

Expenditures in the Road Machinery Fund consist of purchases for equipment and vehicles with high costs attached. As such, a percentage of appropriations for this fund would be insufficient in the case of an “emergency.” The Legislature has determined that a \$750,000 threshold for the Road Machinery Fund assigned fund balance would be more appropriate.

Once the threshold level is attained, amounts above that level are to be placed in a capital reserve for equipment and capital projects.

Fund Balance for the Self-Insured Employee Benefit Fund

Expenditures in the Self-Insured Employee Benefit Fund consist of administration fees and payments to employees and benefit providers for health, dental and vision benefits. As such, a percentage of appropriations for this fund would be insufficient in the case of an “emergency.” The Legislature has determined that 10% of the 5 previous fiscal year average of expenditures.

Should the level of unassigned Self-Insured Employee Benefit Fund fund balance exceed the 10% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to distribute the excess funds.

Should the level of unassigned Self-Insured Employee Benefit Fund fund balance not meet the 10% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to reduce spending and/or increase revenue in order to meet the threshold.

Fund Balance for the Solid Waste Fund

The Solid Waste Fund is an enterprise fund accounting for all landfill and recycling activities. This fund is to be self-sufficient, meaning all expenses are to be covered by revenues collected without any outside help from other funds. Expenses in this fund consist of daily operation costs and debt service.

This policy will require that the unassigned fund balance in the Solid Waste Fund be 25% of the current fiscal year’s Solid Waste Fund original appropriations budget. This represents a reservation



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of 3 months of expenditures. For purposes of this calculation, unassigned fund balance would be calculated as current assets less current liabilities.

Once the threshold level is attained, amounts above that level are to be placed in the Landfill Equipment Reserve.

III. Procedure:

Fund balances will be calculated twice a year, once in July, based on estimated year-end amounts and once at year-end based on actual, audited information.



**Cortland County
Administrative Policy Manual**

Fund Balance Policy

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11/18/2021

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Reference (All applicable federal, state, and local laws): Chapter 528 of the Laws of 2000; OSC Accounting Bulletins

Legislative Policy Statement:

Responsible Department: County Administrator and Finance Department

General Information: Prior to 2001, the County did not have the legal authority to carryover any unappropriated/unreserved balance. Chapter 528 of the Laws of 2000 provided greater flexibility to local governments and the ability to carryover a "reasonable amount" of unappropriated/unreserved fund balance.

I. Definitions:

Fund Balance: The difference between assets and liabilities reported in a governmental fund. Fund balance is not necessarily the cash balance of the fund. Fund balance is classified into various components defined below based on the limitation placed on the use of funds received. The hierarchy indicates the extent to which a government can use amounts reported in the governmental funds balance sheet.

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Unassigned Fund Balance: In the General Fund, unassigned fund balance represents the residual difference between assets and liabilities after all other fund balance classifications have been determined and could report a surplus or deficit. In funds other than the General Fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed or assigned.

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For the General Fund, unassigned fund balance is the only portion of fund balance that is not reserved or committed for specific purposes and is, therefore, considered "discretionary." Setting a target level for unassigned fund balance in the General Fund and determining a mechanism of adjustment when the amount is above or below that threshold upholds the fiduciary responsibility the Legislature takes when collecting taxpayer dollars.

This policy will require that the unassigned fund balance in the General Fund be 13% of the current fiscal year's General Fund original appropriations budget. This represents a reservation of 1-2 months of expenditures.

Should the level of unassigned General Fund fund balance exceed the 13% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to distribute the excess funds.

Should the level of unassigned General Fund fund balance not meet the 13% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to reduce spending and/or increase revenue in order to meet the threshold.

Fund Balance Policy for the County Road Fund

Expenditures in the County Road Fund consist of large capital projects for roads, bridges and culverts. As such, a percentage of appropriations for this fund would be insufficient in the case of



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an “emergency.” The Legislature has determined that a \$1,000,000 threshold for the County Road assigned fund balance would be more appropriate.

Once the threshold level is attained, amounts above that level are to be used within the next fiscal year to make road, bridge or culvert improvements/replacements/repairs; or to be “returned” to the taxpayers by reducing the appropriation to the County Road Fund from the General Fund in the following year’s budget.

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Expenditures in the Road Machinery Fund consist of purchases for equipment and vehicles with high costs attached. As such, a percentage of appropriations for this fund would be insufficient in the case of an “emergency.” The Legislature has determined that a \$750,000 threshold for the Road Machinery Fund assigned fund balance would be more appropriate.

Once the threshold level is attained, amounts above that level are to be placed in a capital reserve for equipment and capital projects.

Fund Balance for the Self-Insured Employee Benefit Fund

Expenditures in the Self-Insured Employee Benefit Fund consist of administration fees and payments to employees and benefit providers for health, dental and vision benefits. As such, a percentage of appropriations for this fund would be insufficient in the case of an “emergency.” The Legislature has determined that 10% of the 5 previous fiscal year average of expenditures.

Should the level of unassigned Self-Insured Employee Benefit Fund fund balance exceed the 10% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to distribute the excess funds.

Should the level of unassigned Self-Insured Employee Benefit Fund fund balance not meet the 10% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to reduce spending and/or increase revenue in order to meet the threshold.

Fund Balance for the Solid Waste Fund

The Solid Waste Fund is an enterprise fund accounting for all landfill and recycling activities. This fund is to be self-sufficient, meaning all expenses are to be covered by revenues collected without any outside help from other funds. Expenses in this fund consist of daily operation costs and debt service.

This policy will require that the unassigned fund balance in the Solid Waste Fund be 25% of the current fiscal year’s Solid Waste Fund original appropriations budget. This represents a reservation



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of 3 months of expenditures. For purposes of this calculation, unassigned fund balance would be calculated as current assets less current liabilities.

Once the threshold level is attained, amounts above that level are to be placed in the Landfill Equipment Reserve.

III. Procedure:

Fund balances will be calculated twice a year, once in July, based on estimated year-end amounts and once at year-end based on actual, audited information.