



Cortland County Legislature

Legislative Session

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

~ Minutes ~

Thursday, June 22, 2023

6:00 PM

Board Room

Public Hearings

1. Local Law "F" of 2023 - a Local Law Opting Out of Real Property Tax Law Section 487

RESULT:	CLOSED [UNANIMOUS]
MOVER:	Joseph Nauseef, 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

Salute to the Flag

Call to Order

The meeting was called to order at 6:06 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	Excused	
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	Excused	
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	

Approval of Minutes

1. Cortland County Legislature - Legislative Session - May 25, 2023 6:00 PM

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

Presentation

1. Update from President Kremenek & Vice President of Finance & Administration, Bill Talbot, of Tompkins Cortland Community College

RESULT:	COMPLETED
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Privilege of the Floor

Proclamations & Recognitions

Presentation of Petitions, Communications, and Notice

Receive and File

1. 2023 State of the County Address

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

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 – Endorsement of YWCA of Cortland to Apply for New York State Office of Parks, Recreation and Historic Preservation Grant

Mr. Heider MADE A MOTION TO SUSPEND THE RULES OF ORDER to entertain a resolution not previously on the agenda, Mr. VanDee SECONDED THE MOTION, and upon unanimous voice vote of members present; MOTION CARRIED.

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

ON MOTION OF FITCH

RESOLUTION NO. 102-23

Endorsement of YWCA of Cortland to Apply for New York State Office of Parks, Recreation and Historic Preservation Grant

WHEREAS, the YWCA of Cortland is applying to the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for a grant under Title 9 of the Environmental Protection Act of 1993 for an historical preservation project to be located at 14 Clayton Ave. in the City of Cortland, and within the territorial jurisdiction of the Cortland County Legislature, AND

WHEREAS, as a requirement under the rules of this program, said YWCA Cortland, a not-for-profit corporation must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located;”, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby endorses the application of the YWCA of Cortland for a grant under Title 9 of the Environmental Protection Act of 1993 for the project known as “Preserving the YWCA Mission” and located within this community.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 2 – Award Bid/Authorize Contract 37 Church Street Shingle Roof Replacement - Buildings and Grounds

RESULT:	PULLED
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ON MOTION OF HEIDER

RESOLUTION NO.

Award Bid/Authorize Contract 37 Church Street Shingle Roof Replacement - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued for the tear-off, repair and replacement of the shingled portion of the roof at 37 Church Street, Cortland, New York 13045, AND

WHEREAS, bids were received from the following:

Company	Address	Amount

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

RESOLVED, that _____ is here by awarded the bid for the tear-off, repair and replacement of the shingled portion of the roof at 37 Church Street, Cortland, New York 13045, AND BE IT FURTHER

RESOLVED, that the funds for this project are to come from the Buildings & Grounds Capital Project Reserve Fund, Account No. A388301, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into a contract with _____ for the tear-off, repair and replacement of the shingled portion of the roof at 37 Church Street, Cortland, New York 13045 at a cost not to exceed \$_____.

AGENDA ITEM NO. 3 – Award Bid/Authorize Contract Walk-In Cooler & Freezer at County Correctional Facility - Buildings and Grounds

RESULT: PULLED

ON MOTION OF HEIDER

RESOLUTION NO.

Award Bid/Authorize Contract Walk-In Cooler & Freezer at County Correctional Facility - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued for the tear-out, disposal and replacement of the walk-in cooler and freezer at the Cortland County Correctional Facility, AND

WHEREAS, bids were received from the following:

Company	Address	Amount

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

RESOLVED, that _____ is here by awarded the bid for the tear-out, disposal and replacement of the walk-in cooler and freezer at the Cortland County Correctional Facility, AND BE IT FURTHER

RESOLVED, that the funds for this project are to come from the Jail Project Reserve Fund, Account No. A386300.JAIL, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into a contract with _____ for the tear-out, disposal and replacement of the walk-in cooler and freezer at the Cortland County Correctional Facility at a cost not to exceed \$_____.

AGENDA ITEM NO. 4 – Award Bid/Authorize Contract for Parking Lot Sealing and Striping - Buildings and Grounds

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

ON MOTION OF HEIDER

RESOLUTION NO. 103-23

Award Bid/Authorize Contract for Parking Lot Sealing and Striping - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued for the sealing, cleaning, crack sealing and

striping of County-owned parking lots, AND

WHEREAS, bids were received from the following:

Company	Address	Amount
UA Maintenance	1075 Buffalo Road, Suite 200 Rochester, NY 14624	\$36,675
Luizzi Asphalt Services	70 Tivoli Street, Albany, NY 12207	\$95,545

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

RESOLVED, that UA Maintenance of 1075 Buffalo Road, Rochester, New York 14624 is here by awarded the bid for sealing, cleaning, crack sealing and striping of County-owned parking lots, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into a contract with UA Maintenance of 1075 Buffalo Road, Rochester, New York 14624 for the sealing, cleaning, crack sealing and striping of County-owned parking lots at a cost not to exceed \$36,675.

AGENDA ITEM NO. 5 – Appoint Cortland County Security Officer and Continue Cortland County IT Steering Committee - Information Technology

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

ON MOTION OF HEIDER

RESOLUTION NO. 104-23

Appoint Cortland County Security Officer and Continue Cortland County IT Steering Committee - Information Technology

WHEREAS, Resolution No. 51-21 established the Information Technology (IT) Steering Committee to define a vision of delivering information technology services in Cortland County to support all departments and employees in the most cost efficient, secure and flexible methods possible, AND

WHEREAS, Resolution No. 51-21 stated that the Information Technology Steering Committee is to dissolve on December 31, 2023, AND

WHEREAS, it is the recommendation of the Buildings and Grounds Committee to keep the Information Technology Steering Committee beyond the December 31, 2023 date to continually improve and address the technological needs of Cortland County due to the ever changing advances in technology and technological requirements, AND

WHEREAS, it is the recommendation of the IT Steering Committee to appoint a Security Officer for Cortland County, AND

WHEREAS, it is the recommendation of the Buildings and Grounds Committee to appoint Lisa Perfetti as the Security Officer for Cortland County, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby establishes that the Cortland County Information Technology Steering Committee be and hereby will remain in effect indefinitely, unless discharged by a subsequent resolution, AND BE IT FURTHER

RESOLVED, that the Cortland County Information Steering Committee shall be under the direction of the Director of Information Technology for Cortland County, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature be and hereby appoints Lisa Perfetti as Security Officer in and for Cortland County.

AGENDA ITEM NO. 6 – Award Bid - Site Work - 22 West Court Street

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

ON MOTION OF HEIDER

RESOLUTION NO. 105-23

Award Bid - Site Work - 22 West Court Street

WHEREAS, the County advertised, received and opened proposals for a Phase V (five) of renovations (site work) to 22 West Court Street, AND

WHEREAS, the proposals for Phase V are as follows:

Boland's Excavating 1403 Millburn Drive Conklin, NY 13748	\$426,400
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Rasmussen Excavation 4371 S Lebanon Road Earlville, NY 13332	\$509,030
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Siteworx 2370 US Highway 11 Whitney Point, NY 13862	\$525,800
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, 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 with Boland's Excavating of 1403 Millburn Drive, Conklin, NY 13748 for the site work at 22 West Court Street for the total proposed amount of \$426,400, AND

WHEREAS, the funds for the contract for Phase V of the renovation of 22 West Court Street are coming from a grant from the New York State Department of Homeland Security with no cost to the county and the funds are available in account A30205.52320.SICG, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator,

upon review and approval by the County Attorney or their designee, to enter into an agreement with Boland's Excavating of 1403 Millburn Drive, Conklin, NY 13748 for Phase V (five) of the renovation to 22 West Court Street as outlined in the accepted proposal at a cost not to exceed \$426,400.

Referred from Highway Committee

Referred from Health & Human Services Committee

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

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

ON MOTION OF PRICE

RESOLUTION NO. 106-23

Appoint 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 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 are appointed effective immediately to serve on the Cayuga/Cortland Workforce Development Board for the term and from the sector listed below:

Name	Sector	Term Ending
Carrie Knight	Business - NBT Bank	6/30/2026
Kay Breed	Business - Cortland Plastics Int.	6/30/2026
Jackie Newton	Business - Paragon Home Loans	6/30/2026
Kansas Underwood	Business - Guthrie	6/30/2026

AGENDA ITEM NO. 8 – Appoint Member Cortland County Board of Health

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

ON MOTION OF PRICE

RESOLUTION NO. 107-23

Appoint Member Cortland County Board of Health

WHEREAS, due to the resignation of Cindy Johnson, M.D., a vacant position for a physician exists on the Cortland County Board of Health, AND

WHEREAS, New York State Regulation requires that the County Legislature choose the medical members of the Board of Health from a list of physicians submitted by the County Medical Society, NOW THEREFORE BE IT

RESOLVED, that Matthew Noble, D.O., c/o Family Care Medical Center, 1259 Fisher Ave., Cortland, NY 13045 be and hereby is appointed to said Board to fill the remainder of the term of Cindy Johnson, M.D., starting August 1, 2023 and ending December 31, 2023.

AGENDA ITEM NO. 9 – Create Compliance/Privacy Officer - Mental Health Department

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

ON MOTION OF PRICE

RESOLUTION NO. 108-23

Create Compliance/Privacy Officer - Mental Health Department

WHEREAS, the needs of the agency will be better served by creating one full-time position of Compliance/Privacy Officer, AND

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

RESOLVED, that one full time position of Compliance/Privacy Officer (Management, grade 7, \$68,718-91,464/yr, competitive class, with benefits) be created with approval to fill on June 23, 2023.

Referred from Health & Human Services and Government Operations Committee

AGENDA ITEM NO. 10 – Reallocate Salary Grade for Various Positions - Department of Social Services

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

ON MOTION OF PRICE/STOCK

RESOLUTION NO. 109-23

Reallocate Salary Grade for Various Positions - Department of Social Services

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for many positions in the Cortland County Department of Social Services, AND

WHEREAS, it is recommended that the following positions, which are in the CSEA Local 812, Unit 6550 labor contract, be reallocated as follows:

Case Aide: Grade 7 to Grade 8
Senior Case Aide: Grade 9 to Grade 10
Social Welfare Examiner Trainee: Grade 9 to Grade 10
Social Welfare Examiner: Grade 10 to Grade 12
Senior Social Welfare Examiner: Grade 12 to Grade 15
Support Investigator: Grade 10 to Grade 12
Senior Support Investigator: Grade 12 to Grade 15

, NOW THEREFORE BE IT

RESOLVED, that the positions noted below are hereby reallocated in the CSEA Local 812, Unit 6550 labor contract as follows effective June 23, 2023 at 12:01 AM:

Case Aide: Grade 7 to Grade 8
Senior Case Aide: Grade 9 to Grade 10
Social Welfare Examiner Trainee: Grade 9 to Grade 10
Social Welfare Examiner: Grade 10 to Grade 12
Senior Social Welfare Examiner: Grade 12 to Grade 15
Support Investigator: Grade 10 to Grade 12
Senior Support Investigator: Grade 12 to Grade 15

Referred from Government Operations Committee

AGENDA ITEM NO. 11 – Authorize Agreement Between the County of Cortland and the CSEA Cortland County Local 812, Unit #6550 Effective January 1, 2024 to December 31, 2028 - Personnel Department

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

ON MOTION OF STOCK

RESOLUTION NO. 110-23

Authorize Agreement Between the County of Cortland and the CSEA Cortland County Local 812, Unit #6550 Effective January 1, 2024 to December 31, 2028 - Personnel Department

WHEREAS, Cortland County and CSEA Local 812, Unit #6550 negotiating committees have met to negotiate a new contract, AND

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

WHEREAS, CSEA ratified the contract on June 6, 2023, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the Agreement by and between the County of Cortland and CSEA Cortland County Local 812, Unit #6550, for the time period of January 1, 2024 to December 31, 2028.

Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 12 – Appoint Members - Central New York Regional Planning and Development Board

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

ON MOTION OF HARBIN

RESOLUTION NO. 111-23

Appoint Members - Central New York Regional Planning and Development Board

WHEREAS, there is an ex-officio position for the Cortland County Planning Director as a Cortland County Representative on the Central New York Regional Planning and Development Board, NOW THEREFORE BE IT

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

Name	Capacity	Term Expiration
Trisha Hiemstra	Cortland County Planning Director	12/31/23

AGENDA ITEM NO. 13 – Resolution Supporting Cortland Harvest and Cortland County Agriculture

Mr. Heider MADE A MOTION TO AMEND the resolution to add a RESOLVED clause as follows:

"RESOLVED, that the Cortland County Legislature does not support the Cortland Harvest brand on recreational cannabis products."

Mr. VanDee SECONDED THE MOTION TO AMEND, and upon voice vote of members present; MOTION CARRIED with Legislators Harbin, Wilson and Bentley VOTING NO.

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

ON MOTION OF HARBIN

RESOLUTION NO. 112-23

Resolution Supporting Cortland Harvest and Cortland County Agriculture

WHEREAS, food system issues significantly affect the public health, land use, safety, economy and quality of life of Cortland County residents, and food related concerns are prevalent here, at a higher rate than other New York State counties, AND

WHEREAS, food security is a necessity of life, recognized as a condition in which all community residents can obtain a safe, culturally acceptable, nutritionally adequate diet through a sustainable food system that maximizes community self-reliance and sovereignty, AND

WHEREAS, the Cortland County Legislature has made community food systems and agricultural products a top priority for economic development and job growth, AND

WHEREAS, the Cortland County Legislature believes that a well-conceived agriculture promotion program can dramatically increase support for local farmers and food processors, increase access to high quality food and products, reduce instances of food insecurity which place undue stress on other local resources, and build a shared sense of pride in both the citizens and the community, AND

WHEREAS, according to a 2019 article published by Todd Schmit, a Cornell University agricultural economics professor, when \$1 is generated by an agricultural business, about half of that (\$.49) is spent locally, ultimately building a thriving and vibrant community, AND

WHEREAS, for every job directly related to agriculture an additional .65 non-agricultural job is created - meaning that in rural communities like Cortland County, employment is bolstered across industries when agricultural entities are able to grow, AND

WHEREAS, Cortland County recognizes the establishment of an agriculture promotion program will encourage:

- Cortland County residents and visitors to purchase local food;
- the establishment of small businesses;
- the offering of locally available healthier and fresher food;
- small-scale food processors to build their businesses in Cortland County;
- larger institutional entities to commit to the use of local food to support growth and the local economy;
- efficient use of land and its conservation for agriculture;
- reduction in food transportation; and

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby supports Cortland Harvest and the Cortland Food Project, which developed and supported the creation of Cortland Harvest, AND BE IT FURTHER

RESOLVED that the Cortland County Legislature supports programming, promotion, and sustainability of Cortland Harvest by:

- advertising Cortland Harvest on the county website;
- providing advertising space on Cortland County transit buses, if available, to promote Cortland Harvest;
- working with the Cortland County IDA/BDC, Cortland County Chamber of Commerce, and Cornell Cooperative Extension of Cortland County to further promote Cortland Harvest with new and existing businesses, producers, and farms;
- engaging with the Experience Cortland/County Visitor's Bureau to promote the Cortland Harvest brand to visitors;

- ensuring Cortland Harvest has promotional materials at county events and offices;
- exploring opportunities for county institutions to participate in local purchasing;

, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature encourages all County agencies that purchase food to provide a geographic preference for Cortland County-based food and beverage products whenever practicable, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature does not support the Cortland Harvest brand on recreational cannabis products.

AGENDA ITEM NO. 14 – Reject Bid for Operation and Management of the Cortland County Public Transportation System and Authorize Amended Agreement Between Cortland County and TransDev

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

ON MOTION OF HARBIN

RESOLUTION NO. 113-23

Reject Bid for Operation and Management of the Cortland County Public Transportation System and Authorize Amended Agreement Between Cortland County and TransDev

WHEREAS, Cortland County advertised and received bids for Operation and Management of the Cortland County Public Transportation System, with the Provisions of Fixed Route and Demand Responsive Public Transportation, AND

WHEREAS, the County received one bid from the following:

First Transit, 720 E. Butterfield Rd., Suite 300, Lombard, IL 60148

, AND

WHEREAS, based upon evaluation of the bid it has been determined that it is in the County's best interest to continue the existing contract with First Transit and Cortland County, AND

WHEREAS, there is a need to amend the agreement with First Transit to assign the existing agreement between Cortland County and TransDev, as First Transit has been acquired by TransDev on March 6, 2023, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature be and hereby formally rejects the bid proposal received on April 24, 2023 for the Operation and Management of the Cortland County Public Transportation System, with the Provisions of Fixed Route and Demand Responsive Public Transportation, AND BE IT FURTHER

RESOLVED, that the Chairman of the Cortland County Legislature and/or County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to execute an amended agreement with TransDev.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 15 – Create Probation Assistant - Probation Office

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 114-23

Create Probation Assistant - Probation Office

WHEREAS, the needs of the agency will be better served by creating one full-time position of Probation Assistant, AND

WHEREAS, the Judiciary and Public Safety Committee recommends the creation of this position, AND

WHEREAS, the total cost to the County is up to \$69,731 with fringe benefits, NOW THEREFORE BE IT

RESOLVED, that one position of Probation Assistant (CSEA, Grade 12, 20.0654-25.3977/hr, competitive class, full-time, with benefits), be created with approval to fill on June 23, 2023 at 12:01 AM.

AGENDA ITEM NO. 16 – Authorize Agreement with Motorola - 911 Telephone System Relocation - Department of Emergency Response & Communications

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 115-23

Authorize Agreement with Motorola - 911 Telephone System Relocation - Department of Emergency Response & Communications

WHEREAS, Cortland County's Department of Emergency Response & Communications was awarded a grant from New York State Department of Homeland Security in the amount of \$1,572,808 in support of improvements to the County's radio system, AND

WHEREAS, the County has received a proposal from Motorola, Incorporated, to upgrade the County's 911 telephone system to include relocation to 22 West Court Street and the purchase of one (1) additional telephone answering position in the amount of \$181,191.47 and this expense is in support of the grant award, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is authorized to execute a contract with Motorola for the relocation of 911 telephone equipment and the purchase of an additional telephone answering position in the amount of \$181,191.47.

AGENDA ITEM NO. 17 – Reallocate Salary Grade Alternatives to Incarceration (ATI) Officer - Probation Office

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 116-23

Reallocate Salary Grade Alternatives to Incarceration (ATI) Officer - Probation Office

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for Alternatives to Incarceration Officer in the Probation Office, AND

WHEREAS, it is recommended that the aforesaid position be reallocated from Grade 16 (\$22.9307-29.0244) to Grade 14 (\$21.4282-27.1228) in the CSEA #6550 Unit, NOW THEREFORE BE IT

RESOLVED, that the position of Alternatives to Incarceration Officer is hereby reallocated from Grade 16 to Grade 14 effective June 23, 2023 at 12:01 AM.

Referred from Finance & Administration Committee

AGENDA ITEM NO. 18 – Amend 2023 Budget/Increase Professional Services for Payment to Outside Attorneys - Treasurer

RESULT:	ADOPTED [14 TO 1]
MOVER:	George Wagner, Majority Leader
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Van Dee, Wilson, Stock, Fitch, Jones, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
NAYS:	Beau Harbin
EXCUSED:	Ann Homer, Kelly L. Fairchild-Preston

ON MOTION OF WAGNER

RESOLUTION NO. 117-23

Amend 2023 Budget/Increase Professional Services for Payment to Outside Attorneys - Treasurer

WHEREAS, Cortland County received final notice of payment due for outside attorneys used for 2019, 2020 and 2021 Real Property Tax in rem actions, AND

WHEREAS, the available funds currently in the 2023 budget is \$87,975, AND

WHEREAS, an additional amount of \$52,845 is needed to pay the balance due, NOW THEREFORE BE IT

RESOLVED, that the 2023 Treasurer budget be amended as follows:

INCREASE:

A13255.54055	Professional Services	\$52,845
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AGENDA ITEM NO. 19 – Local Law 7 of 2023 - a Local Law Opting Out of Real Property Tax Law Section 487

Mr. Harbin MADE A MOTION TO REFER the resolution to the Agriculture, Planning & Environment Committee, Dr. Wilson SECONDED THE MOTION, and upon voice vote of members present; MOTION FAILED. The vote took place as follows:

Bentley - Yes

Bischoff - Yes

Eccleston - No

Harbin - Yes

Heider - No

Homer - Excused

Jones - No

Nauseef - No

Newell - No

Preston - Excused

Price - No

Stock - No

VanDee - No

Wagner - No

Waldbauer - No

Wilson - Yes

Chair Fitch - No

A roll call vote on the proposed resolution was taken as follows:

	Votes	AYE	NAY	Total
Bentley (LD1)	2744		1	0
Bischoff (LD3)	2743	1		2743
Eccleston (LD17)	3379	1		3379
Harbin (LD2)	2747		1	0
Heider (16)	3192	1		3192
Homer (LD7)	2743		1	0
Jones (LD9)	2989	1		2989
Nauseef (LD12)	2819	1		2819
Newell (LD11)	2837	1		2837
Preston (LD10)	2995		1	0
Price (LD14)	3344	1		3344
Stock (LD6)	2740	1		2740
VanDee (LD4)	2743	1		2743
Wagner (LD 15)	2734	1		2734

Waldbauer (LD13)	2853	1		2853
Wilson (LD5)	2744		1	0
Chairman Fitch (LD8)	2990	1		2990
Total	49336	12	5	35363
		Majority	24669	
		2/3rd	32892	

MOTION CARRIED.

RESULT:	ADOPTED [12 TO 3]
MOVER:	George Wagner, Majority Leader
SECONDER:	Paul Heider, Legislator
AYES:	Bischoff, Van Dee, Stock, Fitch, Jones, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
NAYS:	Douglas Bentley, Beau Harbin, Susan Wilson
EXCUSED:	Ann Homer, Kelly L. Fairchild-Preston

ON MOTION OF WAGNER

RESOLUTION NO. 118-23

Local Law 7 of 2023 - a Local Law Opting Out of Real Property Tax Law Section 487

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 was held before the Cortland County Legislature in accordance with Municipal Home Rule Law, Section 20, following the approval of Finance and Administration Committee of the Cortland County Legislature, AND

WHEREAS, this Local Law was brought before the Cortland County Legislature for adoption on June 22, 2023, AND

RESOLVED, that Local Law 7 of 2023 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, NOW THEREFORE

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

Section 1: Legislative Intent

The purpose of this local law is to opt out of New York Real Property Tax Law §487, which section provides an exemption from real property taxes for certain energy systems which the County can remove by local law.

Section 2: Removal of Exemption

a.) No tax exemption made available by New York Real Property Tax Law §487 shall be applicable to Cortland County taxes with respect to any solar or wind energy system or farm waste energy system or any other renewable energy source constructed subsequent to the effective date of this Local Law.

b.) No tax exemption under New York Real Property Tax Law §487 shall be applicable to Cortland County taxes with respect to any microhydroelectric energy system, fuel cell electric generating system, micro-combined heat and power generating equipment system, or electric energy storage equipment or electric energy storage system, or fuel-flexible linear generator electric generating system or any other renewable energy system constructed subsequent to the effective date of this local law.

Section 3: Effect Upon Currently Approved Systems

The County is hereby authorized to execute PILOT agreements with the owners of solar energy systems approved by the City, Villages or Towns prior to the adoption of this Local Law opting out of 487 of the Real Property Tax Law of the State of New York. Said PILOT agreements shall be in accordance with Local Law 5 of 2020, titled the “Solar Energy System PILOT Law of the County of Cortland, New York.”

Section 4: Severability

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

Section 5: Authority

This local law is enacted pursuant to the authority granted by Real Property Tax Law §487.8, as well as the NYS Municipal Home Rule Law ("MHRL"), with the procedural provisions of the MHRL controlling. To the extent that this local law is inconsistent with Real Property Tax Law §487, or any other laws or regulations, this local law shall supersede those laws, including but not limited to Local Law 5 of 2020 except as provided in Section 3 herein.

Section 6: Effective Date

- a.) This law shall be effective immediately upon filing with the Secretary of State.
- b.) In accordance with RPTL §487.8(a), the County shall file this local law with the Commissioner of the New York State Department of Tax and Finance and with the President of the New York State Energy Research and Development Authority.

Executive Session

It was MOVED by Ms. Jones, seconded by Mr. Nauseef, and unanimously approved by voice vote of members present, to enter into an executive session for discussions regarding proposed, pending or current litigation. MOTION CARRIED.

An executive session was held from 7:37 p.m. to 8:14 p.m., at which time on motion of Mr. Nauseef, seconded by Mr. Harbin, it was unanimously approved by voice vote of members present to exit executive session.

AGENDA ITEM NO. 20 – Authorizing Litigation Against Drug Manufacturers and Pharmaceutical Benefit Managers (PBMS) for Damages Resulting from Insulin and Other Diabetic Medication Related Activities

Mr. Harbin MADE A MOTION TO SUSPEND THE RULES OF ORDER to entertain a resolution not previously on the agenda, Ms. Bischoff SECONDED THE MOTION, and upon unanimous voice vote of members present; MOTION CARRIED.

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

ON MOTION OF FITCH

RESOLUTION NO. 119-23

Authorizing Litigation Against Drug Manufacturers and Pharmaceutical Benefit Managers (PBMS) for Damages Resulting from Insulin and Other Diabetic Medication Related Activities

WHEREAS, certain drug manufacturers and pharmacy benefit managers (PBMS) have taken part in anticompetitive activities and unlawful, unfair, and deceptive business practices related to insulin and other diabetic medication in the United States, AND

WHEREAS, the drug manufacturers and PBMS have generated revenues and received kickbacks that greatly surpassed free market value of the services provided, AND

WHEREAS, it is appropriate that the County should recover damages from those parties, AND

WHEREAS, numerous New York Counties are pursuing legal action against certain drug manufacturers and PBMS that have taken part in anticompetitive activities and unlawful, unfair, and deceptive business practices related to insulin and other diabetic medication in the United States, NOW THEREFORE BE IT

RESOLVED, that the County Attorney is hereby authorized to commence civil litigation against drug manufacturers and PBMS and others who have taken part in anticompetitive activities and unlawful, unfair, and deceptive business practices related to insulin and other diabetic medication in the United States, and to retain Napoli Shkolnik PLLC, Attorneys at Law, as counsel to represent the County in such litigation.

Announcements

Adjournment

The meeting was closed at 8:15 PM

Public Comment Sign Up Sheet

PLEASE PRINT NEATLY

Public Hearing: June 22, 2023 – Local Law "F" of 2023 - a Local Law Opting Out of Real Property Tax Law Section 487

NAME	STREET ADDRESS	CITY/TOWN	E-mail address
1. Victor Siegle	75 S. Main St	Homer	Victor_Siegle@aol.com
2. Kim Cameron	7565 Old Woods Rd.	Ft Preble	Kimberlycameron4@gmail.com
3.			
4. Pam Jenkins	4023 Collegeview Dr.	Cortlandville	meadowlark54@gmail.com
5. Joel Brown	719 Lockwood Rd	Lapeer	brown.joela@gmail.com
6. Kate Downes	2449 E. River Rd	Cortland	Kate@ShinnValleyHealth.org
7. Michael Banyk	2616 Amos Rd	Cortland	mbanyk@gmail.com
8. AT SIONE	MCGRAW		
9. RAY DUNNIGAN	MCGRAW		
10.			
11.			
12.			
13.			
14.			



Cortland County Legislature

Legislative Session

Legislative Chambers

Cortland, NY 13045

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

~ Minutes ~

Thursday, May 25, 2023

6:00 PM

Board Room

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	Excused	
Eugene Waldbauer	Cortland County, NY	Legislator	Excused	
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 - Legislative Session - Apr 27, 2023 6:00 PM

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

Privilege of the Floor

Mr. Harbin MADE A MOTION TO SUSPEND THE RULES to allow the Privilege of the Floor to be opened up to any topic, not just agenda items; Ms. Homer SECONDED THE MOTION, and a roll call vote took place as follows:

	Votes	AYE	NAY	Total
Bentley (LD1)	2744	1		2744

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)

Bischoff (LD3)	2743	1		2743
Eccleston (LD17)	3379		1	0
Harbin (LD2)	2747	1		2747
Heider (16)	3192		1	0
Homer (LD7)	2743	1		2743
Jones (LD9)	2989		1	0
Nauseef (LD12)	2819		1	0
Newell (LD11)	2837		1	0
Preston (LD10)	2995		1	0
Price (LD14)	3344	1		3344
Stock (LD6)	2740		1	0
VanDee (LD4)	2743	1		2743
Wagner (LD 15)	2734		1	0
Waldbauer (LD13)	2853		1	0
Wilson (LD5)	2744	1		2744
Chairman Fitch (LD8)	2990		1	0
Total	46346	7	10	19808
		Majority	24669	
		2/3rd	32892	

MOTION FAILED.

Proclamations & Recognitions

1. June 2023 Proclamations

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

Referred from Highway Committee

AGENDA ITEM NO. 1 – Authorize Memorandum of Understanding with City of Cortland for Leachate and Sludge

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, Price, Wagner, Heider, Eccleston
EXCUSED:	Joseph Nauseef, Eugene Waldbauer

ON MOTION OF NEWELL**RESOLUTION NO. 83-23****Authorize Memorandum of Understanding with City of Cortland for Leachate and Sludge**

WHEREAS, the operation of the Cortland County Landfill generates and will in the future generate leachate, AND

WHEREAS, the operation of the Wastewater Treatment Facility generates and will in the future generate sludge, AND

WHEREAS, the Highway Committee recommends entering into a twenty-five (25) year Memorandum of Understanding (MOU) with the City of Cortland to formalize the agreement relative to the disposal and acceptance of leachate and sludge, with the option to extend for additional ten (10) year terms, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee, be and hereby is authorized to execute a Memorandum of Understanding with the City of Cortland for the disposal and acceptance of leachate and sludge for a twenty-five (25) year term, with the option to extend for additional ten (10) year terms.

AGENDA ITEM NO. 2 – Allocate Remaining Funds from Dwyer Park Dock to Dwyer Park Wade Pool - Highway Department

Mr. Newell MADE A MOTION TO AMEND the resolution to add ", with unused funding to be used for other future projects at Dwyer Park." at the end of the final RESOLVED clause; Ms. Preston SECONDED THE MOTION, and upon voice vote of members present; MOTION CARRIED. Mr. Eccleston VOTED NO.

RESULT:	ADOPTED AS AMENDED [14 TO 1]
MOVER:	Christopher Newell, Legislator
SECONDER:	Paul Heider, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Price, Wagner, Heider
NAYS:	Mitchel Eccleston
EXCUSED:	Joseph Nauseef, Eugene Waldbauer

ON MOTION OF NEWELL**RESOLUTION NO. 84-23****Allocate Remaining Funds from Dwyer Park Dock to Dwyer Park Wade Pool - Highway Department**

WHEREAS, the Cortland County Legislature adopted Resolution No. 203-22 on September 22, 2022, which authorized the construction of a new dock at Dwyer Memorial Park for a cost not to exceed \$100,000, AND

WHEREAS, the cost of the dock came in under budget due to services provided by the Cortland County Highway Department, AND

WHEREAS, it is the recommendation of the Highway Committee to allocate all unused funding from the Dwyer Park dock project to the wade pool at Dwyer Park, NOW THEREFORE BE IT

RESOLVED, that all unused funding for the Dwyer Park dock project remain in the highway/Dwyer Park budget to be used for the wade pool at Dwyer Park, with unused funding to be used for other future projects at Dwyer Park.

AGENDA ITEM NO. 3 – Create Three (3) Part-Time Wade Pool Attendants - Highway Department

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

ON MOTION OF NEWELL

RESOLUTION NO. 85-23

Create Three (3) Part-Time Wade Pool Attendants - Highway Department

WHEREAS, the needs of the Highway Department will be better served by creating three (3) part-time Wade Pool Attendants (less than 20 hours/week, up to 90 days per year), AND

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

RESOLVED, that three (3) positions of part-time Wade Pool Attendant (\$15.20/hour (\$1.00 over minimum wage), non-competitive class, part-time less than 20 hours/week, up to 90 days per year, no benefits) be created with permission to fill effective May 26, 2023 at 12:01 am.

AGENDA ITEM NO. 4 – Allocate 2022 Fund Balance to Airport Reserve/Amend Resolution No. 269-17 - Highway Department/Cortland County Airport

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

ON MOTION OF NEWELL

RESOLUTION NO. 86-23

Allocate 2022 Fund Balance to Airport Reserve/Amend Resolution No. 269-17 - 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, Resolution No. 269-17 states, "a resolution will be prepared for board approval denoting the amount of loss or gain from the A5610 accounts that will be applied to the Airport Reserve account", AND

WHEREAS, it is the recommendation of the Highway Committee to allow the Finance Director to annually move funds into said Airport Reserve, AND

WHEREAS, the Airport had a gain in 2022 of \$14,171.33, NOW THEREFORE BE IT

RESOLVED, that the Airport Reserve (A386300.ARPT) be increased \$14,171.33 for 2022 gains, AND BE IT FURTHER

RESOLVED, that Resolution No. 269-17 be and hereby is amended to change the second RESOLVED clause to read, "the Finance Director be and hereby is authorized, at the end of each fiscal year, to move gains in A5610 accounts to the Airport Reserve."

Referred from Health & Human Services Committee

AGENDA ITEM NO. 5 – Abolish Two Positions of Case Aide/Create Three Positions of Senior Case Aide - Department of Social Services

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, Price, Wagner, Heider, Eccleston
EXCUSED:	Joseph Nauseef, Eugene Waldbauer

ON MOTION OF PRICE

RESOLUTION NO. 87-23

Abolish Two Positions of Case Aide/Create Three Positions of Senior Case Aide - Department of Social Services

WHEREAS, the needs of the Department of Social Services will be better served by abolishing two positions of Case Aide and creating three positions of Senior Case Aide, AND

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

RESOLVED, that two positions of Case Aide (Grade 7, \$17.1917-21.7603/HR, CSEA, competitive, full time with benefits) be and hereby are abolished effective May 25, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that three positions of Senior Case Aide (Grade 9, \$18.2559-23.1072/HR, CSEA, competitive, full time with benefits) be created with permission to fill effective May 26, 2023 at 12:01 am with approval to fill.

AGENDA ITEM NO. 6 – Appoint 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, Price, Wagner, Heider, Eccleston
EXCUSED:	Joseph Nauseef, Eugene Waldbauer

ON MOTION OF PRICE

RESOLUTION NO. 88-23

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)

Appoint 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 Cortland and Cayuga Counties, which have been designated as a workforce area, to appoint/reappoint members to the Workforce Development Board for said area, AND

WHEREAS, due to a resignation from the board, a vacancy exists, NOW THEREFORE BE IT

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

Name	Sector	Term Ending
Carrie Coates Whitmore	Business - TC3	6/30/2024

AGENDA ITEM NO. 7 – Create Mental Health Clinician - Mental Health Department

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

ON MOTION OF PRICE

RESOLUTION NO. 89-23

Create Mental Health Clinician - Mental Health Department

WHEREAS, the needs of the agency will be better served by creating one full-time position of Mental Health Clinician, AND

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

RESOLVED, that one full time position of Mental Health Clinician (CSEA, Grade 26, \$33.0886-41.8817/hr, competitive class, with benefits) be created with approval to fill on May 26, 2023.

AGENDA ITEM NO. 8 – Authorize Agreement for Data Support Specialist/Public Health Fellow Coordinator - Health Department

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

ON MOTION OF PRICE

RESOLUTION NO. 90-23

Authorize Agreement for Data Support Specialist/Public Health Fellow Coordinator - Health Department

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)

WHEREAS, Resolution No. 10-23 extended Resolution No. 90-22 giving the Cortland County Health Department permission to enter into a grant with Health Research, Inc. for the New York State Public Health Corps (NYSPHC) Fellowship Program, AND

WHEREAS, Benjamin Love, will provide his technical/data support services and continue his Public Health Fellow Coordinator duties to help administer the deliverables of said grant at a rate of \$36/per hour for a maximum of 35 hours per week plus the cost of any travel and training expenses, AND

WHEREAS, the agreement will be funded from the NYSPHC Fellowship Program grant and will be in effect from 7/1/2023 until 6/30/2024, NOW THEREFORE BE IT

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

Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 9 – Create Mobility Coordinator/Abolish Mobility Assistant - 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, Price, Wagner, Heider, Eccleston
EXCUSED:	Joseph Nauseef, Eugene Waldbauer

ON MOTION OF HARBIN

RESOLUTION NO. 91-23

Create Mobility Coordinator/Abolish Mobility Assistant - Planning Department

WHEREAS, the needs of the Planning Department will be better served by abolishing one part-time position of Mobility Assistant and creating one full-time position of Mobility Coordinator, AND

WHEREAS, the Agriculture/Planning/Environmental Committee recommends the abolishment and creation of these positions, AND

WHEREAS, the 5311 grant will cover 90% of the expenses, with the remaining 10% covered by in-kind services, NOW THEREFORE, BE IT

RESOLVED, that one position of Mobility Assistant (Grade 9, \$18.2559-23.1072/hr, CSEA, 17 hrs/week, competitive class, no benefits) be and hereby is abolished effective May 25, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that one position of Mobility Coordinator (Grade 17, \$23.7382-30.0465/hr, CSEA, competitive class, full time with benefits) be created with permission to fill effective May 26, 2023 at 12:01 am with approval to fill, AND BE IT FURTHER

RESOLVED, that this position is dependent on the related grant and will be abolished unless extended by resolution prior to grant funding being exhausted.

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 10 – Authorize Intermunicipal Agreement Between Cortland County and Schuyler County - Sheriff's Department

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 92-23

Authorize Intermunicipal Agreement Between Cortland County and Schuyler County - Sheriff's Department

WHEREAS, Schuyler County would like to enter into a Law Enforcement Intermunicipal Agreement for special details for events at Watkins Glen International Racetrack, performing Mutual Aid Police duties under Article 10 of the General Municipal Law, AND

WHEREAS, the cost of the Police Services to Schuyler County will be paid by The County of Schuyler to the responding officers; AND

WHEREAS, the Cortland County Sheriff supports this intermunicipal agreement with Schuyler County, AND

WHEREAS, the Schuyler County Sheriff wishes to utilize off-duty Cortland County Police Officers to assist with a special detail, AND

WHEREAS, Resolution No. 140-18 authorized an intermunicipal agreement with Schuyler County for Mutual Aid (Police Services) upon review and approval by the Cortland County Attorney or designee and the term of said agreement ends on June 30, 2023, AND

WHEREAS, pursuant to New York State General Municipal Law §119-o, the maximum term of such agreements shall be five (5) years, AND

WHEREAS, the effective date of this agreement will be on and after July 1, 2023, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign an agreement for Mutual Aid (Police Services) for Schuyler County for a term of five (5) years.

AGENDA ITEM NO. 11 – Award Bid - Computer & Network Equipment - 22 West Court Street - Department of Emergency Response & Communications

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 93-23

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)

Award Bid - Computer & Network Equipment - 22 West Court Street - Department of Emergency Response & Communications

WHEREAS, Cortland County's Department of Information Technology solicited bids for new computer and network equipment for the County's 911 center at 22 West Court Street, AND

WHEREAS, funding for this equipment comes from grant awards from the New York State Department of Homeland Security to the Department of Emergency Response & Communications, AND

WHEREAS the following bid results for computer equipment were received by the Clerk of the Legislature's office:

Request for Proposals Computer Workstations and Related Equipment Pricing Evaluation

April 27, 2023

Item	Description/Minimum specifications	Quantity	Price	Total	Price	Total	Winning Bid Price	Vendor
Adder Boxes	CCS-Pro4	15	\$ 829.04	\$ 12,435.60	\$ 2,551.91	\$ 38,278.65	\$ 12,435.60	ePlus
Monitors, 24"	16:9 IPS panel	70	\$ 217.02	\$ 15,191.40	\$ 300.67	\$ 21,046.90	\$ 15,191.40	ePlus
Monitors, 32"	4k resolution	6	\$ 297.62	\$ 1,785.72	\$ 422.86	\$ 2,537.16	\$ 1,785.72	ePlus
Dispatch Workstations	Microsoft Windows 11 Pro, i9	30	\$ 2,384.62	\$ 71,538.60	\$ 2,587.27	\$ 77,618.10	\$ 71,538.60	ePlus
Microsoft Office		14	\$ 374.26	\$ 5,239.64	\$ 365.25	\$ 5,113.50	\$ 5,113.50	ComSource
Racks, 4 pole		6	\$ 945.00	\$ 5,670.00	\$ 295.90	\$ 1,775.40	\$ 1,775.40	ComSource
Rack mounted UPS	Vertiv Liebert, GXT5LI-5000MVRT3UXLN	6	\$ 7,069.05	\$ 42,414.30	\$ 6,765.00	\$ 40,590.00	\$ 40,590.00	ComSource
UPS rack distribution	Liebert, VPON3202	12	\$ 1,020.62	\$ 12,247.44	\$ 6,765.00	\$ 81,180.00	\$ 12,247.44	ePlus
UPS for workstations	1,500 watts, lithium batteries	10	\$ 256.84	\$ 2,568.40	\$ 1,556.50	\$ 15,565.00	\$ 2,568.40	ePlus
KVM		1	\$ 994.66	\$ 994.66			\$ 994.66	ePlus
Switch equipment	24 port, 10GB, copper	4	\$ 16,023.89	\$ 64,095.56	\$ 16,202.17	\$ 64,808.68	\$ 64,095.56	ePlus
	24 port, 1GB	2	\$ 4,401.42	\$ 8,802.84	\$ 6,175.64	\$ 12,351.28	\$ 8,802.84	ePlus
Optional equipment	Fatpipe WARP - Router Load Balancing	2	\$ 19,906.28	\$ 39,812.55	\$ 36,153.89	\$ 72,307.78	\$ 39,812.55	ePlus
							\$ 229,472.77	ePlus subtotal
							\$ 47,478.90	ComSource subtotal
							\$ 276,951.67	Total

, AND

WHEREAS, it the recommendation of the Judiciary and Public Safety Committee to award the bid to the lowest responsible bidder, NOW THEREFORE BE IT

RESOLVED, that ePlus of Rochester, NY is the successful bidder for the above listed equipment in the amount of \$229,472.77, and ComSource of Syracuse, NY is the successful bidder for the listed equipment in the amount \$42,478.90, AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized, upon approval of County Attorney or designee, to enter into agreements for said equipment.

AGENDA ITEM NO. 12 – Authorize Agreement with Motorola - Radio Network Upgrade - Department of Emergency Response and Communications

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)

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

ON MOTION OF FAIRCHILD-PRESTON**RESOLUTION NO. 94-23**

Authorize Agreement with Motorola - Radio Network Upgrade - Department of Emergency Response and Communications

WHEREAS, Cortland County's Department of Emergency Response & Communications was awarded a grant from New York State Department of Homeland Security in the amount of \$5,000,000 in support of improvements to the County's radio system, AND

WHEREAS, the County has received a proposal from Motorola, Incorporated, to upgrade the County's radio network from its current network equipment to Multi-Protocol Label Switching (MPLS) network equipment in the amount of \$327,625.00 and this expense is in support of the grant award, AND

WHEREAS, the MPLS upgrade is the first step in the awarded grant project of installing a radio system redundant prime radio site, AND

WHEREAS, Motorola is qualified as the only company that can support lifecycle upgrades for Motorola Solutions Astro25 systems. Other vendors cannot address lifecycle upgrades due to the complexities and necessary resources needed to assure a mission critical communications system upgrade is performed correctly, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is authorized to execute a contract with Motorola for the upgrade of the County's radio system to MPLS network equipment in the amount of \$327,625.

AGENDA ITEM NO. 13 – Create Special Patrol Officers (Security) and Special Patrol Officers (SRO) - Sheriff's Office

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

ON MOTION OF FAIRCHILD-PRESTON**RESOLUTION NO. 95-23**

Create Special Patrol Officers (Security) and Special Patrol Officers (SRO) - Sheriff's Office

WHEREAS, the needs of the Sheriff's Office will be better served by creating two (2) part-time Special Patrol Officers (Security) and four (4) part-time Special Patrol Officers (School Resource Officers) positions, AND

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

RESOLVED, that two (2) positions of Special Patrol Officer (Security) (\$27.93/hour, competitive class, part-time, no benefits) and four (4) positions of Special Patrol Officer (School Resource Officers)

(\$30/hr, competitive class, part-time, no benefits) be created with permission to fill effective May 26, 2023 at 12:01 am.

AGENDA ITEM NO. 14 – Create County Police Sergeant (Deputy Sheriff) - Sheriff's Office

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 96-23

Create County Police Sergeant (Deputy Sheriff) - Sheriff's Office

WHEREAS, the needs of the Sheriff's Office will be better served by creating one (1) full-time County Police Sergeant (Deputy Sheriff) position, AND

WHEREAS, the Judiciary and Public Safety Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one (1) position of County Police Sergeant (Deputy Sheriff) (Grade SGT, CPAC Union, \$41.9045/hr, competitive class, 40 hours/week, with benefits) be created with permission to fill effective May 26, 2023 at 12:01 am.

Referred from Government Operations Committee

AGENDA ITEM NO. 15 – Endorsing State Legislation Amending Chapter 443 of the Laws of 2007 Amending the Tax Law Relating to Authorizing the County of Cortland to Impose an Additional Mortgage Recording Tax, in Cortland County Until December 1, 2025 (Senate Bill No. 6274, Assembly Bill No. 6590)

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

ON MOTION OF STOCK

RESOLUTION NO. 97-23

Endorsing State Legislation Amending Chapter 443 of the Laws of 2007 Amending the Tax Law Relating to Authorizing the County of Cortland to Impose an Additional Mortgage Recording Tax, in Cortland County Until December 1, 2025 (Senate Bill No. 6274, Assembly Bill No. 6590)

WHEREAS, the Cortland County Legislature approved Resolution No. 76-23, "A Home Rule Request For Special Legislation to Amend the Tax Law, in Relation to Extending the Authorization For Imposition of Mortgage Recording Tax in Cortland County", AND

WHEREAS, New York State Tax Law §253-v presently authorizes Cortland County to adopt and amend local laws imposing a mortgage recording tax of twenty five cents (\$.25) for each one hundred dollars (\$100.00) and each remaining major fraction thereof of principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated in Cortland County and recorded on or after the date upon which such tax takes effect, (beginning September 30, 2007 and ending December 1, 2023), AND

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

RESOLVED, that this Legislature endorses and requests State approval of Senate Bill No. 6274 and Assembly Bill No. 6590, and urges its elected representatives in the Senate and Assembly to support this legislation, AND BE IT FURTHER

RESOLVED, that the Clerk of this Legislature prepare the documentation necessary for the New York State Legislature to enact said Legislation, AND BE IT FURTHER

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

Referred from Finance & Administration Committee

AGENDA ITEM NO. 16 – Local Law 6 of 2023 - a Local Law Authorizing Real Property Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Service Workers

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

ON MOTION OF WAGNER

RESOLUTION NO. 98-23

Local Law 6 of 2023 - a Local Law Authorizing Real Property Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Service Workers

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 was held before the Cortland County Legislature in accordance with Municipal Home Rule Law, Section 20, following the approval of Finance and Administration Committee of the Cortland County Legislature, AND

WHEREAS, this Local Law was brought before the Cortland County Legislature for adoption on May 25, 2023, AND

RESOLVED, that Local Law 6 of 2023 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, NOW THEREFORE

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

Section 1. Purpose

The New York State Real Property Tax Law was amended by Chapter 670 of the Laws of 2022 by the addition of a new §466-a providing for an up to ten percent (10%) partial real property tax exemption of the assessed value of the primary residence owned by a qualified enrolled member of an incorporated volunteer fire company, fire department or incorporated volunteer ambulance service.

The intent of this Local Law is to permit the partial real property tax exemption for such qualified enrolled members of said emergency services organizations for real property taxes imposed by the County.

Section 2. Authority

Pursuant to Chapter 670 of the Laws of 2022 effective December 9, 2022, the New York State Real Property Tax Law was amended by adding a new §466-a authorizing local governments including counties to enact by local law, ordinance or resolution such partial tax exemption for County real property taxes to qualified enrolled members of said emergency services organizations, following a public hearing.

Section 3. Grant of exemption

The primary residential real property located in the County that is owned by an enrolled member of an incorporated volunteer fire company, volunteer fire department or incorporated voluntary ambulance service that provides services within the County shall be exempt from taxation and assessments levied by the County to the extent of ten percent (10%) of the assessed value of such property, exclusive of special assessments, subject to the requirements set forth herein.

Section 4. Authority Having Jurisdiction

For purposes of this Local Law the “Authority Having Jurisdiction” shall mean:

- A. In the case of a fire district, the Board of Fire Commissioners of the fire district;
- B. In the case of a contract fire department in a fire protection district, the Town Board;
- C. In the case of a village fire department the Village Board;
- D. In the case of a city fire department, the city council;
- E. In the case of an incorporated voluntary ambulance service, the Town Board.

Section 5. Eligibility.

Such exemption shall not be granted unless:

- A. The applicant resides in the Town which is served by such incorporated volunteer fire company, volunteer fire department or incorporated voluntary ambulance service of which the applicant is a qualified enrolled member;
- B. the property is the primary residence of the applicant;
- C. the property is used exclusively for residential purposes; provided, however, that if any portion of such property is not used exclusively for the applicant’s residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this Local Law; and
- D. the applicant has been certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or voluntary ambulance service as an enrolled member who has served such incorporated volunteer fire company, fire department, or voluntary ambulance service for more than two (2) years; and
- E. the applicant must submit said certification from the authority having jurisdiction together with the tax exemption application.

Section 6. Grant of Lifetime Exemption.

Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than twenty years of active service, and is so certified

by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, shall be granted the ten percent (10%) exemption authorized by this Local Law for the remainder of his or her life as long as his or her primary residence is located within the county.

Section 7. Surviving, Un-Remarried Spousal Exemption for Volunteer Firefighters or Volunteer Ambulance Workers Killed in the Line of Duty.

The property tax exemption authorized by this Local Law and granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service shall, upon application, be continued to such deceased enrolled member's un-remarried spouse if such member is killed in the line of duty, provided that:

- A. Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service as an un-remarried spouse of such enrolled member who was killed in the line of duty;
- B. such deceased volunteer had been an enrolled member for at least five (5) years; and
- C. such deceased volunteer had been receiving the exemption prior to his or her death.

Section 8. Surviving, Un-Remarried Spousal Exemption for Deceased Volunteer Firefighters or Volunteer Ambulance Workers with Twenty Years of Enrolled Member Service.

The property tax exemption authorized by this Local Law and granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service shall, upon application, be continued to such deceased enrolled member's un-remarried spouse, provided that:

- A. Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service as an un-remarried spouse of such enrolled member;
- B. such deceased volunteer had been an enrolled member for at least twenty (20) years; and
- C. such deceased volunteer and un-remarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

Section 9. Application.

An application form for such exemption and a certification provided by the appropriate authority having jurisdiction shall be filed with the Assessor for the municipality on or before the taxable status date of each year or as otherwise required as prescribed by New York State.

Section 10. No Diminution of Benefits.

No applicant who is a volunteer firefighter or volunteer ambulance worker who by reason of such status is receiving any benefit under the provisions of Article 4 of the state Real Property Tax Law on the effective date of this Local Law shall suffer any diminution of such benefit because of the provisions of this Local Law.

Section 11. Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

Section 12. Financial Implications to County

None. This Local Law will not result in a diminution of taxable receipts or otherwise alter the County's ability to levy taxes.

AGENDA ITEM NO. 17 – Amend Resolution No. 133-22 - Authorize the Use of Remaining American Rescue Plan Funding for the Cortland County Courthouse Restoration and Renovations

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, Price, Wagner, Heider, Eccleston
EXCUSED:	Joseph Nauseef, Eugene Waldbauer

ON MOTION OF WAGNER

RESOLUTION NO. 99-23

Amend Resolution No. 133-22 - Authorize the Use of Remaining American Rescue Plan Funding for the Cortland County Courthouse Restoration and Renovations

WHEREAS, Resolution No. 133-22 allocated all unspent American Rescue Plan funds to broadband expansion in Cortland County, AND

WHEREAS, the Buildings and Grounds Committee requested that the Finance and Administration Committee allocate the remaining American Rescue Plan funding to the renovations and restoration at the Cortland County Courthouse instead of broadband, AND

WHEREAS, the Finance and Administration Committee recommends the allocation of the remaining American Rescue Plan funding to the renovations and restoration of the Cortland County Courthouse, NOW THEREFORE BE IT

RESOLVED, that Resolution No. 133-22 be and hereby is amended to allocate all unspent American Rescue Plan funding to the restoration and renovation of the Cortland County Courthouse.

AGENDA ITEM NO. 18 – Award Bid/Authorize Agreement Thoma Development Consultants Microenterprise Assistance Program (MAP) Administration Services

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, Price, Wagner, Heider, Eccleston
EXCUSED:	Joseph Nauseef, Eugene Waldbauer

ON MOTION OF WAGNER

RESOLUTION NO. 100-23

Award Bid/Authorize Agreement Thoma Development Consultants Microenterprise Assistance Program (MAP) Administration Services

WHEREAS, the New York State Office of Community Renewal awarded Cortland County funding to support a Microenterprise Assistance Program, AND

WHEREAS, the County advertised requests for proposals for program delivery and grant administration services as prescribed by the New York State Office of Community Renewal, AND

WHEREAS, the following proposal(s) were received,

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)

Thoma Development Consultants
34 Tompkins Street
Cortland New York 13045

\$29,000

Dawood Engineering, Inc.
4250 Crums Mill Road # 301
Harrisburg, PA 17112

\$23,333.19

WHEREAS, the Microenterprise grant provides \$20,000 for program delivery services and \$10,000 for Administration services, AND

WHEREAS, based upon the results of the bid, the Finance and Administration 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 enter into an agreement with Thoma Development Consultants, of 34 Tompkins Street, Cortland, New York, for the program delivery and grant administration services for the Microenterprise Assistance Program, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the County Administrator, upon review and approval as to form by the County Attorney or designee, to execute an agreement with Thoma Development consultants, 34 Tompkins Street, Cortland, New York 13045 for the exclusive purpose of program deliver and administering the Cortland County Microenterprise Grant program as outlined in the previously issued request for proposal.

AGENDA ITEM NO. 19 – A Home Rule Request for Special Legislation to Amend the Tax Law, in Relation to Extending the Authorization for Imposition of Additional 1% Sales and Compensating Use Tax in Cortland County Until November 30, 2025 (Senate Bill No. 6277, Assembly Bill No. 6588)

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, Price, Wagner, Heider, Eccleston
EXCUSED:	Joseph Nauseef, Eugene Waldbauer

ON MOTION OF WAGNER

RESOLUTION NO. 101-23

A Home Rule Request for Special Legislation to Amend the Tax Law, in Relation to Extending the Authorization for Imposition of Additional 1% Sales and Compensating Use Tax in Cortland County Until November 30, 2025 (Senate Bill No. 6277, Assembly Bill No. 6588)

WHEREAS, New York State Tax Law §1210(i)(12) presently authorizes Cortland County to adopt and amend local laws, ordinances, or resolutions imposing taxes at a rate which is one percent additional to the three percent rate authorized for the County for a period beginning September 1, 1992 and ending November 30, 2023, AND

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

WHEREAS, the Cortland County Legislature approved Resolution No. 79-23, “Requesting Special Legislation to Amend the Tax Law, in Relation to Extending the Authorization For Imposition of

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)

an Additional 1% Sales and Compensating Use Tax in Cortland County”, NOW THEREFORE BE IT

RESOLVED, that this Legislature endorses and requests Senate Bill No. 6277 and Assembly Bill No. 6588 be enacted to amend New York State Tax Law §1210(i)(12), extending the expiration date from November 30, 2023 to November 30, 2025, AND BE IT FURTHER

RESOLVED, the Cortland County Legislature urges its elected representatives in the Senate and Assembly to support this special legislation, AND BE IT FURTHER

RESOLVED, that the Clerk of this Legislature prepare the documentation necessary for the New York State Legislature to enact said Legislation, AND BE IT FURTHER

RESOLVED, that the Chair of the Legislature and Clerk of the Legislature, upon review and approval by the County Attorney or designee, be and hereby are authorized to execute the appropriate Home Rule Request for the enactment of said special law.

Announcements

Adjournment

The meeting was closed at 8:00 PM

Minutes Acceptance: Minutes of May 25, 2023 6:00 PM (Approval of Minutes)



College Update

Attachment: Cortland County Leg. June 2023 (002) (11553 : Update from President

Enrollment and Retention



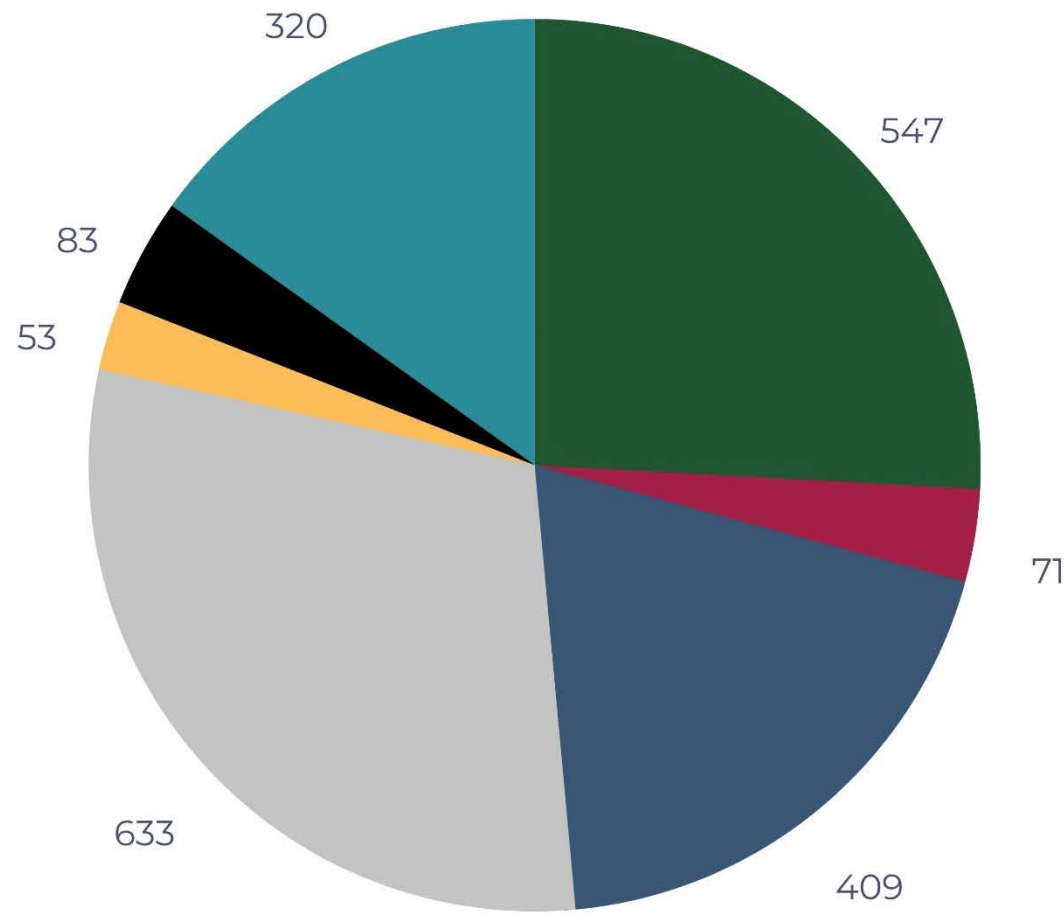
Fall 2023 enrollment up 15% for
our continuing student population

Total student enrollment up 14.1%

Overall FTE is up 14.7%

2023-24 applications up over 60%

Fall 2023 Applications by Region



- NY- Donut
- NY- Downstate
- NY- NYC and Long Island
- NY- Sponsor
- NY- Western
- NY Northeast
- Other

New Programs

Three Microcredentials

Direct Support Provider I

Direct Support Provider II

Micro-Nano Fabrication Safety

AS transfer program
in Health Sciences
(in development)



Workforce Development

- **CC CARES grant consortium** – PLA/Stackable Credentials for health care industry
- **Renewed Guthrie agreement** – evening Nursing program
- **Cortland Extension Center** – Two Medical Assistant microcredential programs this fall
- **Micron and semi-conductor industry**
- **New faculty** – Electrical Engineering Tech, Civil Engineering/Construction Management , A&P/Health Care, English

Facilities



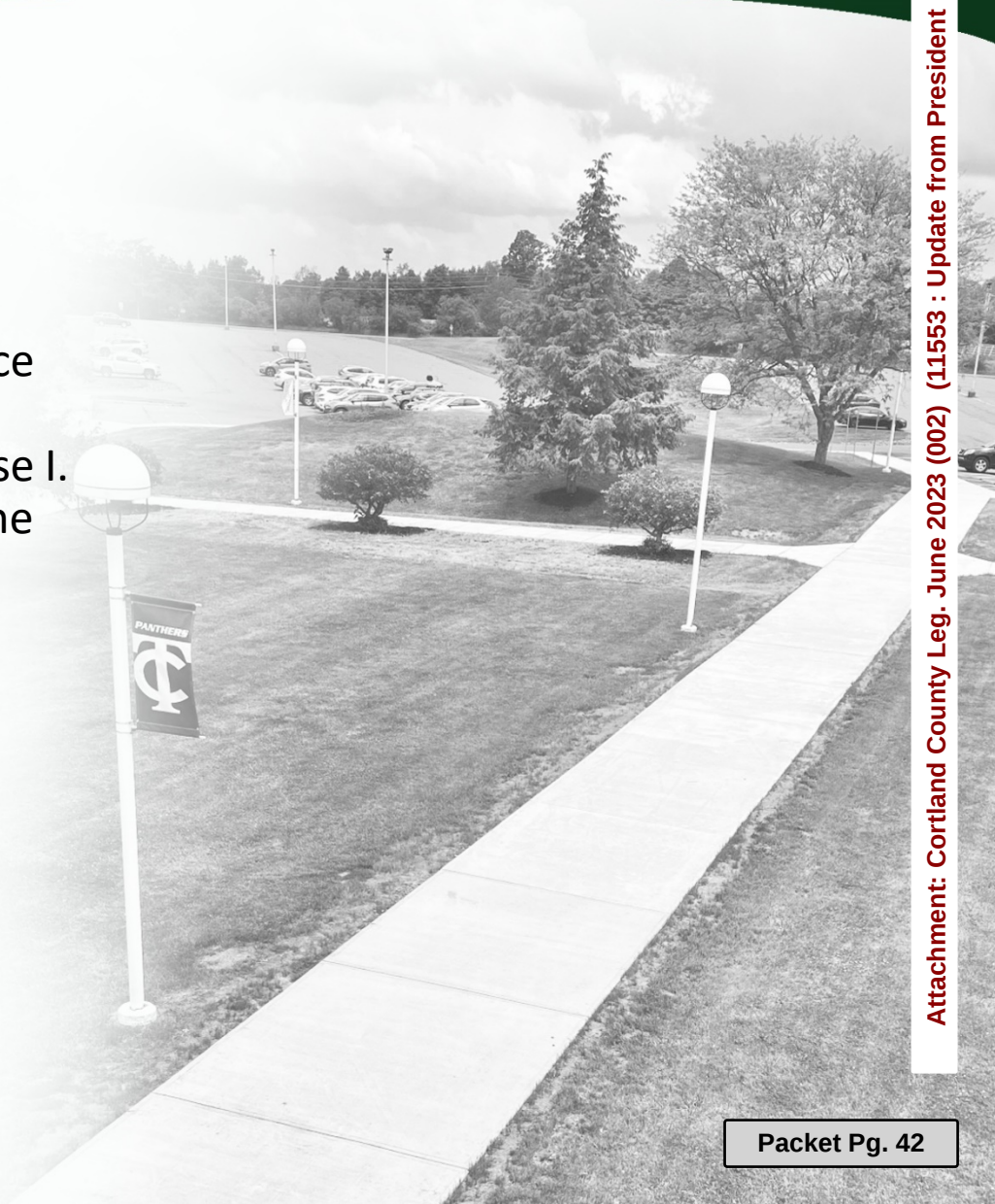
Lab Update: \$3.12M Funded by SUNY
Chemistry, Physics, Electrical, Design, etc.

Network Replaced: \$850K
Managed Network Agreement w/ComSource

Sidewalks and Parking Lots: \$800K for Phase I.
Sidewalks complete, Parking lots begin at the
end of July

Mass Notification: \$1M quote
replaced with new fire board technology
(contracted as part of Lab renovations)
that can use all existing equipment

Deferred Maintenance Formal Funding:
2022-23 (\$200K)
2023-24 (\$500K)
ASK: 2024-25 (\$500K)



2022-23 Forecast: Net Fund Balance Draw of \$300K

2023-24 Budget:

Enrollment: Core Students 4,336, Total 12,397

- 14.7% Increase in Core FTEs, 8.0% Increase in Total FTEs w/Concurrent

Revenue: \$33.9M, \$1.8M Increase (Tuition & Chargebacks)

Expenses: \$34.9M, \$2.4M Increase

- Wages: \$.4M Increase (All associated with 2.9% avg. raise)
- Fringes: \$.4M Increase (Assumes 7% increase for HC and 4% all other)
- Contractuals: \$1.2M Increase
 - Marketing & Placement: \$400K covered by one-time SUNY grant in 2022-23
 - IT Security: \$225K invested secure network from a future breach
 - Inflation: Assume 6% = \$318K
- TC3 is noted as having one of the lowest costs per student amongst the SUNY Community Colleges

Fund Balance: Draw of \$1M

Net 2023-24 Fund Balance: \$4.9M, just less than 3 months of payroll
(one of the lowest within the Community Colleges)



TOMPKINS
CORTLAND
COMMUNITY COLLEGE



CORTLAND COUNTY 2023 STATE OF THE COUNTY

2022 YEAR IN REVIEW



10.1.a

Attachment: Cortland County 2023 State of the County - Year in Review FINAL (11554 :

“

Coming together is the beginning.
Keeping together is progress.
Working together is success.

—HENRY FORD



CORTLAND COUNTY

Kevin Fitch
Chair, Cortland County Legislature
60 Central Avenue
Cortland, NY 13045

Savannah Hempstead
Clerk of the Legislature
shempstead@cortland-co.org
(607) 753-5048

2023 State of the County

I wish to welcome everyone to the Cortland County Legislative Chambers. Tonight, I am not just fulfilling a requirement. As the spokesman of Cortland County, I am honored to present you with the State of the County Address. The Address is to provide the public with an overview of 2022 to today. It will also provide you with a glimpse of what the County is preparing for 2024 and beyond.

Behind me is the first edition of Cortland County's State of the County Department review/annual report. This will be part of the State of the County Address this year and will grow each year after to provide the public information on our departments, the services they provide and the statistics of the year which will undoubtedly show the public the impact each department has on Cortland County and its residents.

I have found when visiting our Cortland County communities, the residents are unaware of what each department brings to the county because they are not involved with said department and the services they provide. The public is also unaware of State requirements on counties. We are required to provide services, which in most cases are solely funded by property taxpayer dollars, which are called "Unfunded Mandates". When the annual report is complete, every person in Cortland County, especially property owners, will see what their tax dollars are funding.

CORTLAND COUNTY EMPLOYEES

Our County employees are the cornerstone of Cortland County. Without our employees the County could not function. The residents of Cortland County and County Government owe a debt of gratitude to them for a job well done. **I thank you.**

Our County job vacancies are at an all-time high of 83, reaching 18 departments. Even though we are seeing considerable financial savings by these 83 vacancies, due to their budgeted salary lines not being used, there is another cost that we all need to very much be



CORTLAND COUNTY

Kevin Fitch
Chair, Cortland County Legislature
60 Central Avenue
Cortland, NY 13045

Savannah Hempstead
Clerk of the Legislature
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aware of – **mass burnout**. We can't continue down this path because with this path will only lead to destruction. I know we are not alone in this. Other counties are seeing the same thing, which could prevent some services from being provided in a timely manner.

We are working on creative ways to retain and recruit. We are looking at long range succession planning as we are seeing more retirements on our horizon. Our department heads are always looking at ways to better support their staff.

CORTLAND COUNTY'S FINANCIAL HEALTH

Good News:

Our Fund Balance is very strong in all funds. The balances exceed our fund balance requirements. Our reserve accounts are in good shape. Our sales tax revenue saw an annual increase, some of which we apportion out to our local municipalities, who also saw the increase. It is because of this increase that the County was able to allocate some of our sales tax revenue to catch up on several maintenance projects, like the Cortland County Courthouse renovations. Due to the Federal Reserve increasing interest rates, Cortland County investments saw record returns.

Bad News:

So far in 2023, the County is seeing a steady decline in sales tax revenue. Our sales tax is currently down 1.42% compared to the same time in 2022. Please remember, the County's revenue stream mainly comes from sales tax and property tax.

New York State 2023 – 2024 Budget Impact:

The adopted State Fiscal Year 2024 budget will end the pass-through of federal savings (Medicaid).

- The adopted SFY 2024 budget will end the pass-through of federal savings currently provided to counties.



CORTLAND COUNTY

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(607) 753-5048

- The state has also indicated that federal savings that counties had anticipated they would receive, that were withheld in prior years, will not be provided (up to \$1.6 billion according to State sources). Cortland's share is over \$2,000,000 owed currently.
- It is anticipated that counties and New York City will need to offset the loss of these federal savings with at least \$2.5 billion in increased local taxes, service cuts or some combination over the next four years, and maintain these actions every year thereafter.
- The impact for Cortland County is approximately \$1.3 million this year.

Assigned Counsel:

The State is requiring the 18-B attorneys' hourly rate to increase from \$65/hr and \$75/hr to \$158/hr, of which 50% of the increase will be covered by the State. What does that mean for Cortland County? We could see a budgetary increase of \$300,000 annually to pay for the increase, with a total cost of \$1 million to the county for 2023, and an additional \$300,000 per year 2024 – 2027.

2024 Budget Outlook:

We have great department heads, along with our finance department and administration, starting to prepare their 2024 budgets. This budget year will be tough, along with our 2025 budget, due to the State budget with deep cuts that affect county government and increases in "Unfunded Mandates".

Looking at the State's approved budget, Cortland County is looking at a \$2.3 Million shortfall right off the bat. This is not even considering our own budget increases (salary improvements, increases in material costs, machinery, increases in fuel and energy costs, just to name a few).

Every effort will be made to limit the financial impact on the property owners in Cortland County. We have professionals working on this and they are perfectly aware of where the County's money comes from. They are also aware of the services needed in Cortland County.



CORTLAND COUNTY

Kevin Fitch
Chair, Cortland County Legislature
60 Central Avenue
Cortland, NY 13045

Savannah Hempstead
Clerk of the Legislature
shempstead@cortland-co.org
(607) 753-5048

Redistricting Commission:

For this November's Election there is a question for the public to answer "Does Cortland County reduce their Legislature by 2 to 15 Legislative Districts?" The Redistricting Commission voted for their proposed 15 district map to go in front of the full County Legislature where it passed unanimously to go to the residents of Cortland County for a vote. It is now up to the people to vote the 15 legislative districts in or not. So please, make sure to vote. I wanted to take this time to thank both Co-Chairs of the Commission, Legislators Preston and Bischoff, on their leadership throughout this process. I would also like to thank the Commission's Advisory Committee for their assistance and valued input in coming to the 15 district map proposal.

So to conclude the State of the County Address, I ask for everyone's patience during this time of year and encourage all residents to please buy local.

2022 – A YEAR IN REVIEW

Cortland County Departmental Achievements



PERSONNEL/CIVIL SERVICE

THE CORTLAND COUNTY PERSONNEL/CIVIL SERVICE DEPARTMENT HAS THE RESPONSIBILITY FOR ADMINISTERING THE PROVISIONS OF CIVIL SERVICE LAW AND THE CIVIL SERVICE RULES FOR THE COUNTY AND ALL CIVIL DIVISIONS WITHIN THE COUNTY, INCLUDING THE CITY OF CORTLAND, FIFTEEN TOWNS, THREE VILLAGES, SEVEN SCHOOL DISTRICTS AND MORE. THE DEPARTMENT SERVES AS THE CENTRAL PERSONNEL AGENCY FOR ALL POSITIONS COVERED BY CIVIL SERVICE.

What We Do

- Recruitment
- Compensation
- Benefits
- Labor Relations
- Union Contract Negotiations
- Training/Orientation
- Payroll
- Policy/Procedures
- Worker's Compensation
- Retirement
- Civil Service Exam Administration
- Employee Civil Service Records
- Employee Personnel Files
- Grievances and Arbitration
- Administering Various Laws Including:
 - Civil Service Law
 - Municipal Law
 - Public Officers Law
 - Corrections Law
 - County, City, Town, Village Law
 - Election Law
 - Labor Law
 - Legislative Law
 - Military Law



2022 Highlights

- NYSNA labor contract negotiated & ratified
- Finished negotiations on the County Police Association labor contract
- Completed salary study for Management and CSEA positions; implemented changes.
- Continued analyzing of health insurance plans.
- Made operational changes to payroll processing.
- Increased marketing for vacant positions.
- Amended and implemented several standard policies and procedures.
- Won the 2022 County Holiday Decorating contest!



Cortland County is a great place to work!
Find out about current openings online or call:
607-753-5076

VETERANS SERVICES



- ❖ Collected Retired Flags for the Annual POW/MIA Watch Fire
- ❖ Secured Clear Path for Veterans as our PFC Joseph P. Dwyer Peer Support Program Partner
- ❖ Submitted numerous Veteran claims for benefits (ie: Death benefits, Veterans/ Surviving Spouse pensions, Health Benefits, and claims for Veteran Compensation)
- ❖ Co-Headed Memorial Day at the Cortland Memorial Park with Veterans search and rescue
 - ❖ Assisted Veterans in getting Transportation to the VA medical Centers with DAV Vans
 - ❖ Secured transportation for Veterans once a month to go up to Clear Path for Canteens



Veteran's Services: 607-753-5014



CORTLAND COUNTY CLERK



The County Clerk maintains, processes, and preserves all filings for the Supreme and County Courts. All money paid in to the courts is receipted and transferred appropriately through the County Clerk's Office.

All recordings and filings pertaining to Real Property in Cortland County are maintained and preserved at the County Clerk's Office, including deeds, mortgages, judgments, maps, etc.

The County Clerk also processes Passports and Pistol Permits. The County Clerk is the official repository of records affecting the county as a corporation including audits, local laws and annual reports of departments.

Cortland County Clerk's Office: 607-753-5021
cortlandcountyclerk@cortland-co.org



RECORDS MANAGEMENT



The County Clerk oversees the Records Management Program for the County as well as operating the combined City/County Records Center. In the past 20 years Cortland County has received over half a million dollars from the State Archives for records management and another \$200,000 from the NYS Comptroller's Shared Municipal Grant initiative. This has not only created a digital preservation and storage system for the county but has provided guidance and services to the City of Cortland and seven towns within the county. This program will continue to expand until all departments and all towns are included.



Records Center: 607-758-5589
recordscenter@cortland-co.org



DEPARTMENT OF MOTOR VEHICLES



The Cortland County DMV has one of only two DMV drive through windows in the State. Not only does this provide an easier service to our constituents for simple transactions it also allowed us to provide service during the COVID shut downs. The Department of Motor Vehicle Office provides services to our residents as well as residents and dealers from other counties. We are open for walk-ins Monday-Wednesday and, due to popular demand, continued appointments on Thursday and Friday. While appointments on these days are given priority, walk-ins are welcomed on these days as well.



Department of Motor Vehicles: 607-753-5023
cortlandcountydmv@cortland-co.org

WEIGHTS & MEASURES

It is mandated by New York State that each County shall have a Weights and Measures operation. This Department enforces the laws and regulations that are set forth by New York State Agriculture and Markets Weights and Measures division.

The goal is to promote equity in all commercial transactions involving quantity, weight, measure or count. It is important to safeguard both the consumer and business. Devices are tested at least once per year with the exception of milk bulk tanks which are done every 5 years. The County Weights and Measures must keep records of inspections and investigations and file an annual report to Albany every year as well as maintain standards that are used for the testing of devices and submit them to the Albany Metrology Lab once every five years for certification.

The most common devices tested are scales as used at grocery stores, pharmacy scales, feed stores, farmers market, large vehicle scales, meat processing, cannabis and hemp, berry farms, warehouse and metal scrap. Liquid measuring would include pumps at gas stations, fuel oil trucks and milk bulk tanks. Other task include testing petroleum quality, pricing accuracy and package checking as well as unit pricing.



WEIGHTS & MEASURES

Totals for 2022: 228 scales, 416 liquid measuring devices and 7 milk bulk tanks. 994 packages were tested for proper tare and 200 items were tested for proper pricing. Not included above are none commercial devices tested like scales in our clinics and nurses offices.



Public Health

- Pop-Up COVID-19 Vaccine Clinics-CCHD collaborated with the NYSDOH and the National Guard to hold pop-up vaccination clinics in Marathon, Truxton, and Cortland as well as at the Cortland County jail. The goal of the pop-up clinics was to reach populations that local data shows are less likely to be vaccinated. From December 28th, 2021 to March 15, 2022:
 - 2 - # of pop-up clinics held at the Cortland County Jail
 - 18 - # of pop-up clinics held in Truxton, Marathon, and Cortland
 - 267 - # of doses given at the Truxton pop-up clinics
 - 646 - # of doses given at the Marathon pop-up clinics
 - 454- # of doses given at the Cortland pop-up clinics
- COVID-19 Social Marketing Campaign: CCHD launched a data-driven social marketing campaign which provides messages delivered by trusted messengers that frame COVID-19 vaccination as the social norm, promotes discussing concerns about COVID-19 with healthcare providers, and combats COVID-19 misinformation. The campaign utilize media channels and social media geo-fencing that aims to reach 18-25 year olds and residents living in Willet, Truxton, Marathon, and Cincinnatus. From March 2022 to December 2022:
 - 5 - # of media channels used to reach residents (Facebook, Instagram, Snapchat, Cortland Standard, WXHC)
 - 6 - # of Cortland Standard Ads
 - 987 - # of WXHC Ads
 - 2,648 – average # of 18-25 year olds reached each month on Snapchat
 - 21,330 - average # of Cortland County residents reached each month on Facebook/Instagram
 - 5,614,354 – # of radio, newspaper, and social media ads delivered to Cortland County residents



Attachment: Cortland County 2023 State of the County - Year in Review FINAL (11554 :

Public Health

- The Cortland County Community Health Assessment and Health Improvement Planning From January 2022 and June 2022:
 - 7 - # of community health goals identified for 2022-2024
 - 20 - # of partners involved in prioritizing health issues in Cortland County
 - 35 - # of evidence based strategies being implemented to achieve goals
 - 41 - # of community members and partners to attend the August 2022 Community Health Assessment presentation over Zoom.
 - 64 - # of tabling events, list serve shares, social media posts, paper distribution sites, and earned media activities used to recruit community members to take the CHA survey
 - 2,266 - # of community members surveyed to inform the planning process
- CCHD launched an interactive COVID-19 data dashboard which replaced the daily updates located on the CCHD website. The dashboard streamlined data reporting, better defined past and present data reporting processes, emphasized vaccination data, and reported more detailed demographic data.
 - 4 - # of press releases sent by CCHD utilizing COVID-19 data
 - 42 - # of data updates provided on CCHD social media
 - 862 - # of COVID-19 Dashboard views (since August 2022)
 - 2,924 - average number of unique people reached with each data update on CCHD's Facebook



2022-2024 Cortland County Community Health Goals

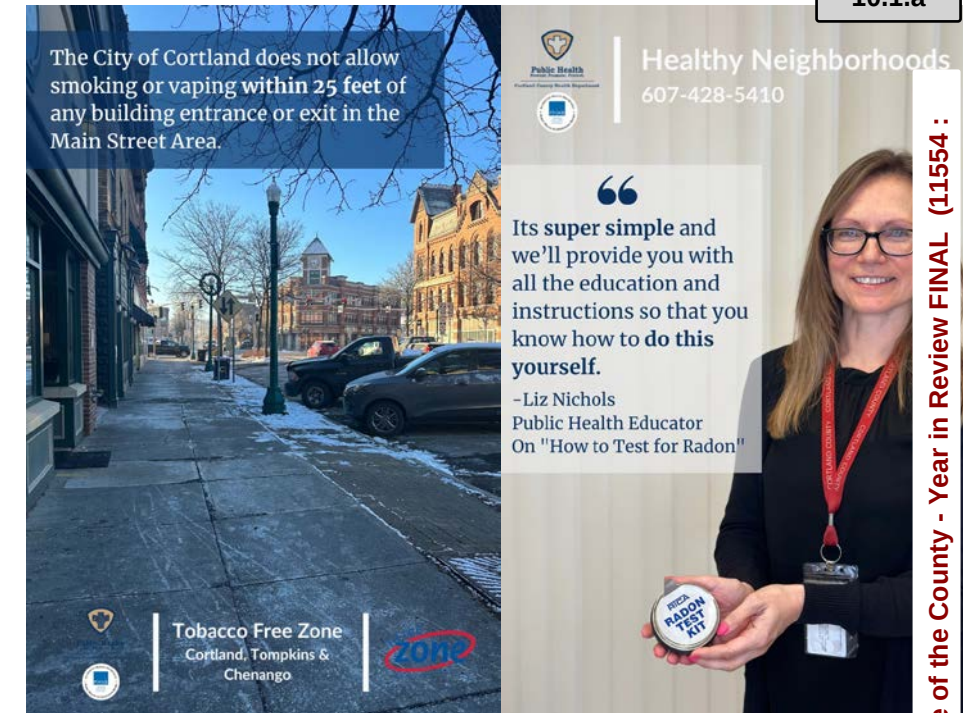


1. Prevent opioid and other substance use and death
2. Prevent suicide
3. Prevent initiation of tobacco use and youth vaping
4. Promote tobacco use cessation
5. Eliminate exposure to secondhand smoke
6. Improve COVID-19 and flu vaccination rates
7. Reduce vaccine coverage disparities for COVID-19 and flu



Public Health

- Completed the Electronic Records QI Project, which had been a multi-year effort to convert the Children with Special Needs Division records from hard paper charts to electronic records, with the addition of an electronic signature system (Adobe sign), a naming convention system for chart organization, addition of an online referral process, and an updated electronic chart audit tool. The project also included updating division forms to fillable pdfs, an electronic fax system, and the addition of the Laserfishe data storage system.
- Cortland County entities adopted measures to protect people from the dangers associated with tobacco smoke. The City of Cortland amended its smoking policy to include public walkways along Main Street and the Cortland County legislature passed a worksite policy that prohibits tobacco and cannabis use on its properties. Without policies in place, people can smoke, vape and use non-combustible tobacco and cannabis products in outdoor areas not affected by New York State law. It's important to make public areas accessible to all members of the community, including those with health conditions that can be worsened by exposure to secondhand smoke and electronic device aerosol.
- Healthy Neighborhoods Program
 - Initial Visits Completed-286
 - Radon Kits Distributed-173
 - Carbon Monoxide Detectors Distributed-198



Public Health

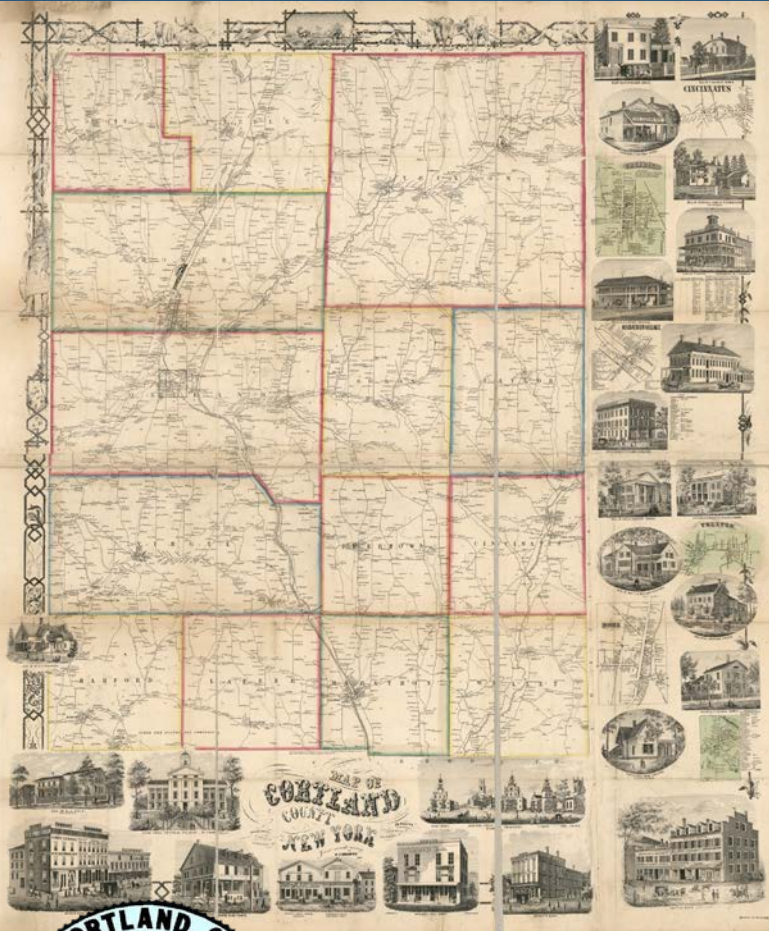
- Rabies: Cortland County Environmental Health and Nursing Divisions manage the NYS required Rabies protection program in Cortland County. The department ensures all animal bite victims are properly protected from the deadly disease and necessary treatments are given at no cost to the victim. The department also hosts vaccination clinics several times a year to ensure that pets are vaccinated. In 2022, 592 domestic animals were vaccinated.
- Water and Septic: In addition to oversight of all public water systems in the county, the Cortland County Health Department also reviews and issues permits for new private septic systems and wells to ensure sanitary conditions. In 2022, 43 well drilling permits were issued and 60 engineered septic permits were issued. Training and educating the public on the use and maintenance of these systems is also performed by the health department. Clean and safe drinking water is a key fundamental aspect of the Cortland community's health.
- Successful implementation of the Public Health Fellows grant. The focus of this grant program is to help local health departments with COVID-19 recovery efforts, this is happening by incorporating: data support, epidemiology support, health communications, partner development and public health emergency preparedness support
- For more information call us @ 607-753-5036 or visit our website @ [Cortland County Health Department](https://www.cortlandcountyny.gov/health-department)



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Attachment: Cortland County 2023 State of the County - Year in Review FINAL (11554 :

PLANNING DEPARTMENT



Cortland County Strategic Development Plan – Within the last year two grants have been applied for and received for an updated Strategic Development Plan for the County. Grants were received by both the Appalachian Regional Council and Empire State Development Corporation. Consulting services are currently being advertised for and work will proceed for the next 2 years.

General Municipal Law 239 Reviews – New York General Municipal Law (GML) requires that certain types of municipal planning, zoning, and subdivision projects be referred to County Planning for review prior to local action being taken. This requirement seeks to promote coordination of land use decision making and to enhance consideration of potential inter-municipal and county-wide impacts. The Planning Department receives GML referrals on a regular basis from all Municipalities with land use regulations. The Planning staff reviews projects, produces staff reports, and presents to the Cortland County Planning Board at their monthly meetings.

GIS Services- The Geographical Information System (GIS) Services Section serves the geospatial needs of Cortland County across departments and among all staff and citizens. The Planning Department uses GIS to assist the public in map creation, solving of complex environmental problems, stormwater management, runoff and flooding questions, site selection/analysis, transportation, and various other problems that can be solved using spatial analysis. When used correctly, GIS can be an instrumental tool for finding solutions to complex questions.

Street Addressing – Since 1982, the Planning Department has been responsible for assigning all street addresses in the County outside of the City of Cortland and the Villages of Homer, Marathon, and McGraw. All addresses in the County are now assigned by the Planning Department as the Village of McGraw addressing was added to the Planning Department's responsibilities in 2007 with the City of Cortland and Villages of Homer and Marathon added in 2013. The Planning Department works closely with E-911, the Post Offices, the municipalities, the County Election's Office, etc. to correct any problem areas and to insure that all businesses/residences are easily located in the event of an emergency.

PLANNING DEPARTMENT

Agriculture – The Department also acts as staff to the Cortland County Agricultural and Farmland Protection Board including review of and recommendations on re-certification of Agricultural Districts. The farmland protection grants provide funding to obtain conservation easements on prime agricultural lands which are under non-agricultural development pressure to insure that they remain forever farmland. The Planning Department also assists in the annual monitoring of awarded conservation easements to insure that the terms of the easement are being followed.

Census - The Department is the repository for and provides analysis of Census data for Cortland County and its municipalities. The Planning Department is the local liaison to the US Census Bureau. This responsibility includes reviewing and correcting of the US Census Bureau’s address database for the County to insure that the Census Bureau obtains an accurate population count for Cortland County. The Planning Department will also provide the County Legislature with updated population figures for each legislative district in the County and provide various scenarios for more equitable population and distribution amongst the districts. The Planning Department also reviews and interprets U. S. Census data and annual estimates through the American Community Survey and American Fact Finder for various service agencies and County Departments for use in grant applications and reports.

Municipal Aid - The Planning Department assists municipalities in the County to achieve their short and long term development goals through the drafting and adoption of municipal comprehensive plans and the establishment of land use regulations such as zoning and subdivision requirements. Technical assistance is also provided on a variety of other issues including training programs for municipal boards/officials and interpretation/analysis of Federal and State programs such as the National Flood Insurance Rate Program and the State Environmental Quality Review (SEQR). The Planning Department provided assistance to many communities in 2022 as they progress in their efforts to plan for future growth and development.

Snowmobile Grant - This year was the thirty eighth year that the Planning Department has administered the County snowmobile grant through the NYS Office of Parks and Recreation. In 2022, the County was awarded a grant of approximately \$98,000. This money was distributed to the eight snowmobile clubs to maintain and groom approximately 285 miles of approved snowmobile trails in the County. The Planning Department will continue to provide assistance to the snowmobile clubs in 2023 including grant administration, seeking funding for additional trails, and mapping of trails.



Planning Department – 607-753-5043

PLANNING DEPARTMENT

Housing/Development - The Department has a close working relationship with the County BDC/IDA (Business Development Corporation/Industrial Development Agency) assisting businesses and industries in site location and analysis based on specific parameters and interpretation of and assistance with local, State, and Federal regulations.

Grant Administration – The County has committed to hiring a full time staff member to providing Grant Administration in-house under the supervision of the Director of Planning. The planning Department also aids other agencies, businesses, or municipalities acting as recipient of grant where appropriate pertaining to housing, planning, or development. The Planning Department is currently administering CDBG Grant on behalf of S.E.P.P. housing for a 1.75 million dollar renovation project.

5311 Public Transportation Grant Management –

Operation – The Planning Department is responsible for developing and maintaining the contract with the awarded transportation operator

Capital– Planning staff continuously manages and monitors the status of assets purchased using 5311 funds including but not limited to buses, bus shelters, miscellaneous tools and equipment used to repair and maintain bus inventory. When assets reach the end of their useful life, staff is responsible to selling old and procuring new following state and County procurement requirements.

Mobility Management – Director of Planning supervises the Mobility Manager who is funded primarily through a portion of the 5311 grant. The Mobility Manager is responsible for the development, coordination and promotion of transportation services in Cortland County and connecting to contiguous counties.





Cortland County Area Agency on Aging Pearl Reed-Klein, Ph.D. Director

“The mission of the Area Agency on Aging is to advocate, plan, develop and provide a coordinated system of programs and services on behalf of all aging citizens of Cortland County so that they may live with maximum independence and dignity.”



Cortland County New York Connects:

Choices for Long Term Care will provide individuals, caregivers, and families comprehensive and objective information about providers, community services, and eligibility criteria for long term care. The program will assist with linking consumers with services and resources available to meet their needs. In 2022, NY Connects specialists worked with over 1023 clients. Common requests included home based services, health insurance counseling, housing options, transportation, application assistance, and home modifications. NY Connects functions as a comprehensive resource for all long-term services and supports.

Health Insurance Information, Counseling and Assistance (HIICAP):

Provides counseling and assistance to individuals age 60 and older, caregivers, and all Medicare beneficiaries regardless of age on health insurance options and programs available in Cortland County. HIICAP also provides assistance with community education, billing issues, the Medicaid application process, insurance fraud and abuse, and appeals. In 2022 HIICAP counselors served 1007 clients. Counselors saw 350 clients during open enrollment period and provided “New to Medicare” education and support to social service agencies, businesses, and older adults throughout the county.

Area Agency on Aging: 607-753-5060



Cortland County Area Agency on Aging
Pearl Reed-Klein, Ph.D. Director

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The Caregiver Resource Center:

Caregiver Specialists provide support and information to assist caregivers in their care giving role. Services include caregiver counseling; educational work-shops and training; monthly caregiver support group; respite programs; caregivers resource center; access assistance; personal emergency response systems ; in-home safety devices such as medication dispensers and reminders. In 2022 The Caregiver Resource Center has assisted 71 unduplicated caregivers. The yearly Caregiver Appreciation event was held at the Cortland County Area Agency on Aging Age Well Center with a focus on caring for the caregiver!

Expanded In-Home Services for the Elderly Program (EISEP):

Expanded In-home Services for the Elderly Program (EISEP), provides non-medical in-home services to individuals age 60 and over to assist them in remaining safe and independent in their own home. Services may include homeware or consumer directed aides, personal emergency response system, and case management. In 2022, The EISEP program served 88 clients with 1286 hours of case management, 6300 hours of aide service with a value of \$140,665. EISEP care managers provide referrals to other assistance and support programs such as home delivered meals, health insurance counseling, ramps, hoe modifications, and cost savings programs.

Home Energy Assistance Program (HEAP):

Seniors 60 and older may receive assistance with a one-time payment to their heating company if income eligible. A specialist will assist with the application and approval process.

Area Agency on Aging: 607-753-5060





Cortland County Area Agency on Aging
Pearl Reed-Klein, Ph.D. Director

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Transportation:

Funding from the New York State Office for the Aging enables the agency to provide bus tokens and bus passes to older adults for sue of the Cortland Transit bus system. In 2022, the Area Agency on Aging provided 2322 on way trips for 40 older adults through the bus token and bus pass system.

Handyman:

This program provides assistance with minor home repairs and installs safety devices and equipment for income eligible home owners age 60 and older. Call 607-753-5060 for more information!

Home Delivered Meals (Meals on Wheels):

Available to homebound individuals 60 and older, unable to cook and without someone to cook for them. Individuals under 60 may purchase meals for a daily fee through the Mealtime Express Program. Call: 753-5084. The program is able to provide hot nutritious lunches, bagged suppers and frozen weekend meals. An important benefit of this program is the wellness check proved by the delivery drivers each day. In 2022 380 homebound seniors were served 80, 385 meals. We have a staff of excellent drivers whose compassion and service to the community are exceptional.

Cost Savings Program:

- Supplemental Nutrition Assistance Program (SNAP)
- Telephone discount program
- Farmers’ Market Coupons

Area Agency on Aging: 607-753-5060





Cortland County Area Agency on Aging

Pearl Reed-Klein, Ph.D. Director

“The mission of the Area Agency on Aging is to advocate, plan, develop and provide a coordinated system of programs and services on behalf of all aging citizens of Cortland County so that they may live with maximum independence and dignity.”



Volunteer Engagement Program:

This program recruits adults age 18 and older. Volunteers use their acquired skills and life experiences to assist Cortland County departments with varying tasks. Call 607-753-5060 to get involved, give back, and meet new people!

Age Well Center and Transportation:

The Age Well Center, located at 165 Main Street, is open Mondays, Tuesdays, and Thursdays from 9:00 AM – 2:00 PM with activities daily. The Center has just been fully staffed and will start Monday – Friday hours soon!! Many activities, classes, workshops, social events, bingo, Bonesavers, nutrition education and more! Meals are served Grab and Stay (aka - Grab and Go) style around 11:00 AM during center hours. Meals must be reserved a day in advance in person or by calling 607-753-5084 or 607-218-6284. Need transportation to the center? We now have transportation to and from the center. It is important that all older adults have access to a well-balanced meal, socialization, health and wellness programs, application assistance, information and education regardless of where they live in our county. Call 607-753- 5060 for Age Well Center bus reservation.



CORTLAND COUNTY EMPLOYMENT & TRAINING, GRANT ADMINISTRATION & CAYUGA CORTLAND WORKFORCE DEVELOPMENT BOARD

2022 Highlights:

Collaborated with Tompkins Cortland Community College and other agencies to work on and attend the MADE (Manufacturing and Development Expo) event that took place in October. We invited all of the students from the Cortland County School Districts to attend this event. There were over 25 local manufacturers and other hands on businesses in attendance at this event where students were able touch, handle and in some cases, even operate equipment or technology. The students learned about each business and what they manufactured or what they make and were able to ask great questions.

Awarded a bid to the Purplegator marketing firm to do a digital and print marketing campaign for our 2 county area (Cayuga and Cortland) to recruit additional out of school youth to participate in our programs and services at the Career Centers.

In August, a large manufacturer in Cortland County (Voyant Beauty) announced the closure of their business. This closing announcement rocked our community, as it affected 300+ employees. The Workforce Development Board staff stepped up, along with the staff at the Cortland Works Career Center and with the help of NYS Department of Labor, Cortland County BDC/IDA, City of Cortland and other Workforce Development partners in the area to pull together one of the largest job fairs we have held in many years. 77 employers attend the job fair offering over 1000+ job openings in the greater Central NY region including the Cortland County area. Voyant Beauty offered to host the job fair on their property and the employees were able to walk out the door and attend the job fair. Those employees located off-site were offered transportation to the job fair through a partnership with Cortland Transit. The majority of employees have since regained meaningful employment.



CORTLAND COUNTY EMPLOYMENT & TRAINING, OFFICE (CORTLAND WORKS CAREER CENTER)

10.1.a

2022 Highlights:

- 1185 job seekers received services from staff at the Cortland Works Career Center in 2022.
- 16 participants completed training for in-demand occupations: Commercial Driver, Childcare, Healthcare, and Trades (HVAC, welding).
- 60 low income youth participated in the TANF funded Summer Youth Employment Program (SYEP), completing work experiences at 19 local agencies and businesses.
- Partnered with County Health Department/County Youth Bureau, Cortland City Police Department, and the Cortland County Prevention Resources to provide "Youth Roots" conference for over 60 SYEP and WIOA (Workforce Innovation & Opportunities Act) funded youth participants in August 2022.
 - 50% increase in number of out-of-school youth participating in the WIOA Youth Program after an RFP was awarded to the Purplegator marketing company, which provided campaigns directed toward youth ages 16-24.
- Development of Career Clarity seminar to standardize initial experiences in career exploration, work experience preparation, and networking opportunities for WIOA youth participants.
 - Consistent increases in website traffic and social media engagement.
- Increased engagement with in-school youth in three of the five districts in Cortland County (Cortland, Homer, McGraw) to provide support for career exploration and workforce transition activities.
- Participated in MADE (Manufacturing and Development Expo) in partnership with Tompkins Cortland Community College and local high schools, allowing hundreds of students to connect with 25 businesses to explore careers in manufacturing and other hands-on occupations.
- Partnered with NYS Department of Labor to host quarterly job fairs on-site, providing a way for employers and job seekers to connect in one convenient location.



Cortland Works Career Center: 607-756-7585



MENTAL HEALTH DEPARTMENT

2022 Community & Collaboration

- Inspirational May is Mental Health Awareness Month Community Events
- Tenth year of behavioral health and law enforcement Community Intervention Team (CIT) collaboration & training
<https://www.sevenvalleyshealth.org/cortland-cit>
- Successfully advocated for increased state aid by over \$400K for ten community behavioral health non-profits in Cortland
- Expanded community collaboration for youth behavioral health System of Care (SOC) coordination <https://www.cortland-co.org/451/Prevention-Services-for-Youth>
- Increased suicide prevention cross-system planning by SPEAK-UP Cortland Coalition <https://www.facebook.com/SpeakUpCortland/>
- Intensive research by CACTC and full cross-system collaboration for opioid/overdose in the Healing Community Study <https://healingcortland.org/>
- Yearlong Federal application process and successfully awarded \$2.95M for the MH building project from national appropriations; thanks to support from Senator Schumer & Gillibrand and Representative Tenney
- Expanded scope of Single Point of Access (SPOA) for adults & youth connection to mental health housing & case management <https://www.cortland-co.org/657/SPOA-Single-Point-of-Access>
- Find all of Cortland's Behavioral Health Providers at by calling "211" or at <https://www.211cortland.org/>

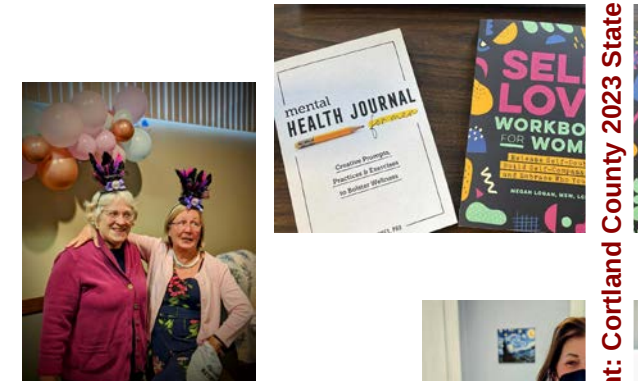


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Attachment: Cortland County 2023 State of the County - Year in Review FINAL (11554 :)

2022 Dedication & Quality Care

- Key position job title updates for expanded clinical expertise and new Deputy Director position added
- Continuous multi-year trend of increase in community-members seeking services at MH Dept's three NYS Office of Mental Health (OMH) certified programs: Clinic, Adult Day Treatment and Child/Family Treatment/Services & Supports (CFTSS) (2022: 15% increase in clients=1,402 total, 12% increase in total sessions=21,705 total)
- Expanded workforce training & engagement thanks to OMH workforce grant, HRSA clinician loan repayment and staff development actions – Dedicated MH Workforce
- Multiple clinical care trainings and certifications for staff and evidence-based practice expansions in all clinical programs
- Dedicated year-long consultation project with Coordinated Care Services, Inc. (CCSI) for updates & expansion of MH Dept. Compliance program
- Multiple updated MH Dept. resources to improved virtual, website, social-media access & availability for our community <https://www.cortland-co.org/433/Mental-Health>
- Involvement with all behavioral health providers and cross-system county/regional participation in collaboration approach to care (*suicide prevention, opioid settlement, 988, Healing community*)
- MH Dept. awarded over \$100K in new treatment/services grants in 2022
- Community Services Board (CSB) strong commitment to treatment/services <https://www.cortland-co.org/339/Community-Services-Board>



REAL PROPERTY TAX SERVICES

- Processed and printed 38,803 tax bills (towns/county/schools/villages).
- Trained 16 individuals, from 12 municipalities, for Board of Assessment Review.
- Completed 10 courses to become Certified County Tax Director.
- Processed a total of 1,490 deeds which is a 9.16% increase from the prior year, and a 23.34% increase from 2020.
- Created 80 new parcels.
- Generated \$43,440 in revenue. An increase of 11% from the year prior.
- Printed 1,552 tax maps for local assessor's offices and the general public.
- Transmitted 28,656 sales in 2022 to the State New York.
- Created a new special district (Little York Lake Protection and Rehabilitation District) containing 127 parcels.



DEPARTMENT OF SOCIAL SERVICES



2022 Departmental Achievements:

- Highlighted child and adult service casework job duties and challenges to support steps to decrease turnover
 - Elevated pay
 - Offered 40-hour work week option
 - Increased supervisory support structure
 - Enhanced technology with cell phones and iPads for all field and on-call staff
- OCFS Family First Goals Achieved
 - 55.4% of foster children are in Kinship Care (30% required)
 - 5.9% of foster children are in Institutions (target <12%)
- Foster home finding and certification enhancements through contracted services
- Provided Code Blue warming center services to over 130 individuals (Nov 2022 – Jan 2023)
- Implemented State Rental Program special funding project to support up to 20 households annually
- Started community meetings to create strategies to assist the homeless population



Department of Social Services Contact Information

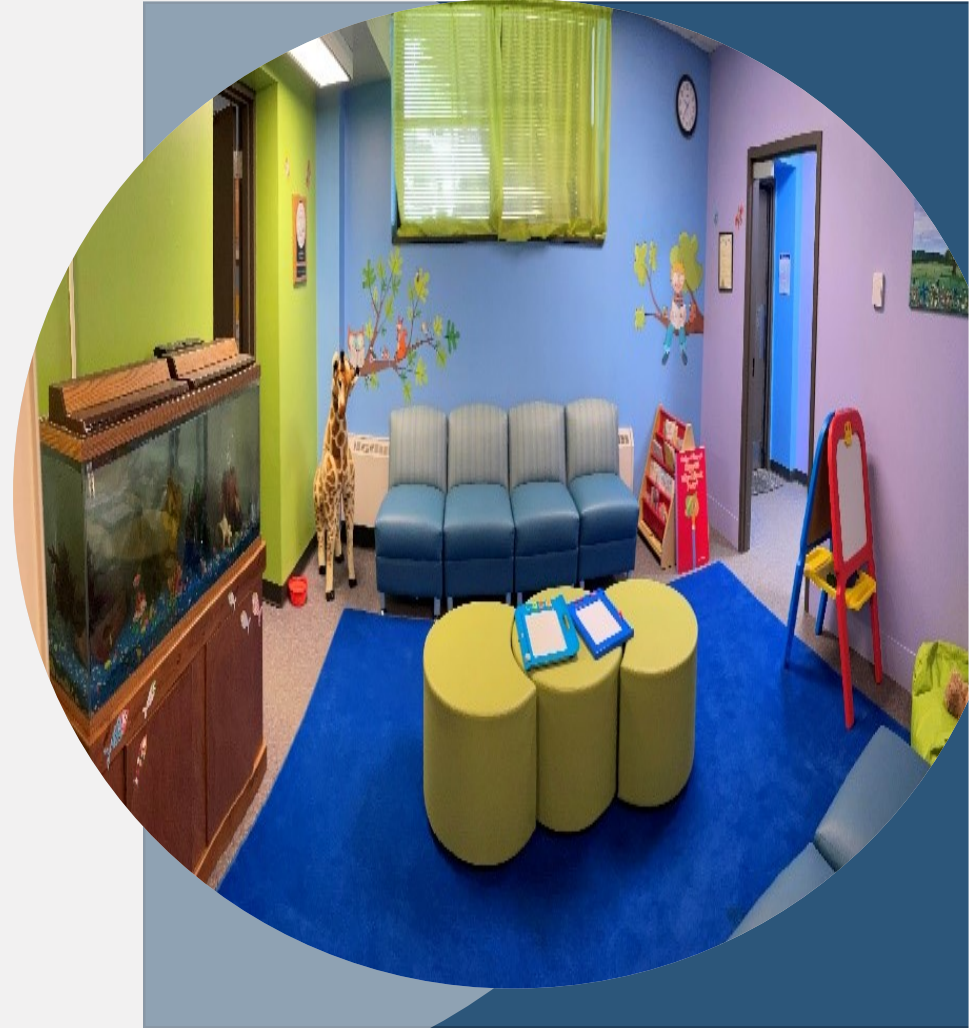


Department of Social Services Phone Numbers

Medicaid/SNAP/	
Temporary Assistance	753-5320 or 753-5332
HEAP.....	428-5400
CPS Hotline.....	1-800-342-3720
Family & Children Svcs.....	753-5347
Adult Services.....	753-5265
Child Support Hotline (call 1 st).....	1-800-208-4485
DSS Child Support Unit.....	753-5236
Domestic Violence ACC Hotline.....	1-800-336-9622
Online Applications – https://mybenefits.ny.gov	

CHILD ADVOCACY CENTER

- Supported 151 children and families experiencing victimization and abuse.
- Received Safe Harbour Grant to increase Cortland County's capacity to identify victims and survivors of commercial sexual exploitation and trafficking to provide services to at-risk youth and child victims.
- Worked with WSTM to create a commercial and WXHC to create radio ads to help bring awareness to the work of the CAC.
- Increased the number of community volunteers utilized to assemble victim comfort bags and provide support for community outreach events and presentations.
- Record attendance at our fundraising events held in September: One Too Many NY 5K and Be a Star for Children.
- Increased our presence at Community Awareness Events with the help of Board Members and youth volunteers. Utilized a Prize Wheel to spread awareness surrounding personal body and digital safety.
- Held our first Community Awareness Event: Community Holiday Movie Party. Provided free food and drinks, holiday themed safety games with prizes, Santa and the Grinch, and children's gifts, and had six movies. Of the 307 people who attended, 180 were children.



MANAGER OF AUDIT AND FINANCIAL PROJECTS

- During 2022, performed audits of claims on approximately \$73 million in disbursements from the County's significant funds.
- Disallowed disbursements during the three-year period of 2020 – 2022 totaled approximately \$195,000.
- Led formal training on purchasing policy protocols for County department heads and fiscal staff.
- Completed implementation of key controls with respect to payroll data changes.
- Performed examinations of County departments not covered in 2021 or 2020 cycles.



FINANCE DEPARTMENT & TREASURER'S OFFICE

10.1.a

Andrea Herzog – Director of Finance

John Banewicz – County Treasurer

Finance Department Staff:

Judy Green – Senior Account Clerk – Accounts Payable

Wendy Sturdevant – Senior Account Clerk – Cash Receipts and Bail

Carlita Withers – Assistant Accountant – Accounts receivable, Banking and Capital Assets

Kellie Green – Delinquent Tax Collector and Certificates of Residence

Responsibilities of the Treasurer

- The Treasurer serves as the chief tax enforcement officer for the County.
- The Treasurer's Office functions as the collection agency for the towns, villages and school districts in the County when taxes become delinquent.
- The Treasurer acts as a Public Administrator of estates upon appointment of the courts.
- Issues Certificates of Residence to students attending community colleges.

As of January 1, 2024, the position of County Treasurer is abolished in Cortland County. All duties of the Treasurer will be provided by the Finance Director.

Finance Department/Treasurer's Office – 607-753-5070





HIGHWAY DEPARTMENT

- 23 Miles of County roads resurfaced
- 33 Miles of roads preserved
- Completed construction on Loring Crossing Bridge and McGraw Marathon Road Bridge
- Installed 700 Linear feet of culvert pipe
- Installed 1,950 Linear feet of Sidewalk and 2,240 Square feet of concrete pads/seating area at Tompkins Cortland Community College
- Partnered with Cortland County Soil and Water to install Stream Bank Stabilization

Cortland County Highway Department: 607-753-9377



RECYCLING CENTER



- Entered into a contract with the “Paint Care” program, which allows our facility to accept paints and stains daily for recycling at no cost to the county or residents.
- Purchased a Terracycle “Bulb Eater” that allows us to accept fluorescent light bulbs daily for recycling at no cost to residents.
- Redesigned residential drop off area to encourage more thorough sorting by residents, which, in turn, increases revenue and decreases expenses.
- New Facebook social media presence that promotes proper recycling guidelines 24/7. Search “Cortland County Recycling Center”.
- Increased outreach and education programs with the hiring of a full-time Recycling Coordinator.

Cortland County Recycling Coordinator: 607-753-5191

Division of Solid Waste

2022 Highlights:

- Scale house processed 2061 Residential Permits and 204 Business-Commercial permits.
- Accepted 29,320 tons of Mixed Solid Waste.
- Accepted 4,676.20 tons of wastewater sludge from the City of Cortland Wastewater Treatment Plant.
- Hauled 6,796,001 gallons of leachate to the wastewater treatment plant
- Partnered with the Cortland County Industrial Development Agency, disposing of 4,642 tons of debris from the Apex site in the City of Cortland.



Cortland County Landfill: 607-753-5345

INFORMATION TECHNOLOGY

The Information Technology Department provides services to all County Departments and agencies. In addition, we help other municipalities, such as the City of Cortland and the Town of Cortlandville, as our resources allow.



2022 Highlights:

- Over the last 10 years IT has worked with the Department of Emergency Services (DERC) and with Elections to secure over \$10M in grant funding.
- Major Events/Accomplishments: Worked with DERC to totally replace an out of date radio system with an interoperable communication system that supports every public safety agency in the county. The County’s communication’s system was singled out by the state as a model of they wanted their grant funds used for. IT has worked and is continuing to work to secure our network from malicious attacks, specific attention has been paid to protecting our Election infrastructure to ensure its integrity.
- Services Provided: IT provides a full range of technology related services from desktop support to provisioning servers to multi terabytes of data used by the county on daily basis. We enforce security policies to protect the data and ensure it is only available to those with proper permissions. We maintain multiple internet connections to mitigate against any single point of failure causing a loss of connectivity. IT provides phone and mail services.

Information Technology: 607-753-5042

BUILDINGS & GROUNDS

The Buildings and Grounds Department's mission is to provide a safe, clean, and attractive environment in and on all county-owned buildings and properties for County Staff and the public.



BUILDINGS & GROUNDS

CORTLAND COUNTY AGE-WELL CENTER
BEFORE



CORTLAND COUNTY AGE-WELL CENTER
AFTER



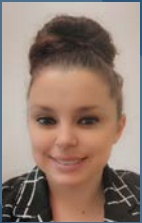
COUNTY ATTORNEY

IN 2022, THE POSITIONS OF COUNTY ATTORNEY AND CHIEF ASSISTANT COUNTY ATTORNEY WERE MADE FULL-TIME. THE COUNTY ATTORNEY’S OFFICE IS ONCE AGAIN AN ACTIVE MEMBER OF THE MULTI-DISCIPLINARY TEAM (MDT) WHICH ALLOWS THE OFFICE TO TAKE PART IN DISCUSSIONS WITH OTHER TEAM MEMBERS SUCH AS THE CHILD ADVOCACY CENTER, LAW ENFORCEMENT, PROBATION, DEPARTMENT OF SOCIAL SERVICES, AND MENTAL HEALTH PROFESSIONALS CONCERNING FAMILIES WHO MAY END UP WITH INVOLVEMENT IN THE FAMILY COURT SYSTEM, SUCH AS A PERSON IN NEED OF SUPERVISION (PINS) OR JUVENILE DELINQUENT (JD). ULTIMATELY, THIS ALLOWS THE OFFICE TO BE PART OF THE SOLUTION AND SAFEGUARD THE COMMUNITY BEFORE FAMILY COURT INVOLVEMENT TAKES PLACE. THE OFFICE IS ALSO GOING PAPERLESS WHICH ALLOWS FOR EASIER ACCESS TO AND LOCATION OF FILES IN ADDITION TO BEING KINDER TO THE ENVIRONMENT. STOP BY TO SEE HOW DIFFERENT THE OFFICE LOOKS BUT UNDERSTAND THAT IT IS STILL A WORK IN PROGRESS!

The County Attorney is the legal advisor to the County Legislature and every officer whose compensation is paid from county funds in all matters involving an official act of a civil nature. As such, the office prosecutes or defends in all civil actions/proceedings brought by or against Cortland County, the Legislature or its officers. The office also prosecutes PINS, JD, and violations of probation relative to orders of support in Family Court.



Victoria J. Monty,
County Attorney



Jeri A. DuVall,
Asst. County Attorney



Nicole M. Compton,
Secretary

DISTRICT ATTORNEY’S OFFICE

2022 Department Highlights

PROSECUTED

Felonies – 294

Misdemeanors - 811

Violations - 160

DWI - 149

Sealed Indictments - 5

Appeals Affirmed - 2

TRIALS

Two trial convictions in 2022

ACCOMPLISHMENTS

Our office created and was approved to hire an Associate Attorney position. This allowed a candidate who has graduated law school but not yet passed the bar examination to work under a seasoned attorney to gain experience in the field of prosecution.



District Attorney’s Office: 607-753-5008

PUBLIC DEFENDER

The Cortland County Public Defender’s Office is devoted to defending our clients’ rights. Our mission is to provide zealous representation to our clients. Our office serves citizens who have the fewest resources and who face some of the greatest challenges in life. We are dedicated to supporting the community at large by giving our clients a voice; by directing our clients to local resources to address their needs; by steering our clients in a productive, law-abiding direction; and by asserting the rights protected by our Constitution.



2022 Highlights:

Number of Cases: 1,470

Services Provided: The Case Manager helps to promote services such as mental health, housing, transportation, and substance abuse treatment to clients in need. By connecting indigent defendants with these resources, we can increase the outcome of their success in our community.

Grants: Year 5 of Hurrell-Harring Grant
&
Upstate Family Defense Grant



Cortland County Public Defender’s Office: 607-753-5046

CORTLAND COUNTY SHERIFF'S OFFICE

With the recent retirements of two K9's, The Cortland County Sheriff's Office would like to welcome our new K9 team. Our K9 is trained in narcotics detection, article searches, human tracking, and patrol functions. A second K9 is currently being added.



Mark Helms, Sheriff



Budd Rigg, Undersheriff

Over the past year, the Sheriff's Office and Cortland City Police Department have both assigned an investigator to the Cortland County Drug Task Force to combat the narcotics problems in Cortland County. The investigators are also assisted by the Village of Homer Police Department and the New York State Police.

Sheriff's Office: 607-758-5599



CORONERS OFFICE

The Coroner's Office makes inquiries into all deaths, whether natural or unnatural, in Cortland County. Such duties and responsibilities include investigation into said deaths as violent, unlawful or criminal violence, suicide, criminal abortions, homicides, etc. The Office assists the various law enforcement agencies and District Attorney's Office and requests and oversees autopsies as needed.

County Coroners

Denise Bushnell

Bryan Riccardi

Deputy County Coroner

Larry Biviano



ASSIGNED COUNSEL

Our Mission: To carry out the provisions of the Assigned Counsel Plan by providing quality representation to every client who is entitled to counsel under the U.S. and State Constitutions and/or state law who cannot afford private counsel and is not represented by the Public Defender.



ASSIGNED COUNSEL OFFICE: 607-428-5459

PROBATION



Probation Department: 607-753-5019

2022 Highlights

- Met all obligations and duties under New York State Executive Law and NYCRR Title 9 as mandated and implemented the requirements of Raise the Age legislation. Entire Probation staff met 100 percent mandated training requirement at state and local level. Education and embracing best practices are goals.
- ATI received a very significant grant as we have moved to enhance and expand the services of the Pre- Trial Release Program in our pursuit of better outcomes for participants.
- Probation provided consistent service to our clientele throughout the unprecedented past two years. This including having two Sr. Probation Officers recognized by the NYS Probation Officers Association for going above and beyond to help youth families in need during the pandemic.
- Probation Operating system Caseload Explorer further updated to include integration with NYS Criminal History. This major improvement was mastered by Probation staff along with a rapid learning the process of and adjustment to paperless filing and correspondence with Courts.
- The Probation Department keeps its pulse on the community through active participation on the boards of several community agencies. This along with participation in community events and fundraisers. This helps achieve our goal of appropriately addressing the issues in our community and our aim of community safety.

DEPARTMENT OF EMERGENCY RESPONSE & COMMUNICATIONS

10.1.a

The Cortland County Emergency Response and Communications is made up of five divisions: 911 Communications Center, Emergency Management, Office of the Fire Coordinator, County Fire Investigation Team and Fire & EMS Training. These five divisions work together to coordinate community resources to protect lives, property and the environment through mitigation, preparedness, response and recovery from all natural and man-made hazards that may impact our county.

2022 Achievements:

- 22 Fire Service Trainings with 437 students.
 - Two Firefighter Training Series, which resulted in 40 new interior-ready volunteer firefighters.
- Answered 23,132 incoming 911 calls, 91,887 calls for service and 78,783 seven digit calls.
- Completed recertification as NYS Emergency Managers.
- Completed Updates to County Emergency Management Planning documents.
- Assisted FEMA with federal disaster declaration for the winter storm.



Department of Emergency Response & Communications: 607-753-5064

Attachment: Cortland County 2023 State of the County - Year in Review FINAL (11554 :

BOARD OF ELECTIONS

- Administered 3 County-wide elections.
- Administered 3 Village Elections and worked with 4 school districts to help them run their elections.
- Implemented numerous Election Law changes. A few highlights are:
 - Absentee Ballots received prior to the Election, must be counted and included in the Election night results
 - Voter Registration deadlines have reduced from 25 days before an Election to 10 days
 - Online Voter Registration
- Worked with SUNY Cortland to develop a better communication plan regarding voting information between the Board of Elections and the students.
- Applied for and received 2 Grants:
 - Early Voting Expansion \$17,411.00
 - Absentee Postage \$35,823.00



Board of Elections: 607-753-5032





Cortland County BDC: Driving Growth; Promoting Progress



What Does the BDC Do?

- The BDC supports the expansion of existing businesses, the establishment of new business, and the attraction of new companies, people, and investment to the county;
- The BDC promotes awareness of federal, state, and local business assistance programs;
- The BDC secures of grants and initiates programs and projects supporting business growth and job creation in Cortland County.





ARPA Grant Funding

BDC partners with county for \$600,000 in ARPA funding for small business relief grants in Cortland County

BDC creates three funding programs, markets availability, scores applications, distributes funds and counsels recipients on drawdown

Funding leverages private investment work for local businesses

- The county allocated \$600,000 in ARPA funds to the BDC in 2022 to distribute to local businesses recovering from the impact of the pandemic.
- At the end of 2022 more than \$300,000 went out the door for use in the Downtown Assistance, Façade Improvement, and Business Expansion programs.
- Projects include 9 Minority/Women-owned Enterprises
4 Agricultural Businesses



Apex

IDA Acquiring Site from Demo company

IDA funding and coordinating short-and long-term cleanup in partnership with city/county

IDA funding environmental assessment for cleanup and funding through state/federal programs

IDA conveying site for purposeful re-use or coordinating cleanup for resale

COUNTY ADMINISTRATION



- Developed the 2023 operating budgets.
- Hired an Executive Assistant to the County Administrator and Deputy County Administrator.
- Updated/established 8 policies within the Administrative Policy Manual.
- Oversight of the County Wide Workers' Compensation Plan with PERMA
- Updated the County's insurance policies.
- Administered contracts and reported on \$9 million in Federal American Rescue Plan (ARP) funding.
- Negotiated the Nursing and CSEA contracts; and updated the Management Compensation Plan.
- Capital project oversight of the Courthouse, Mental Health building, and Emergency Response Center.

CLERK OF THE LEGISLATURE

2022 Highlights:

- Held over 120 meetings
- Held 16 Public Hearings
- Processed 291 Resolutions
- Processed 11 Local Laws
- Planning of the 2022 Independence Day Celebration and Pumpkinfest
 - Administration of CDBG CARES ACT Grant
- Upgrades started to the Legislative Chambers and Committee Rooms with the help of the Buildings & Grounds Department
- Continually processed Freedom of Information Requests for Cortland County; Developed and implemented new County FOIL platform in 2022.

Clerk of the Legislature: 607-753-5048



Also serves as:

- *Records Access Officer (FOIL Officer)*
- *County Public Information Officer*
- *County Historian*

CORTLAND COUNTY LEGISLATURE

The Cortland County Legislature is the elected governing body of the County. The legislature consists on 17 elected legislators.



CORTLAND COUNTY LEGISLATURE



CORTLAND COUNTY LEGISLATURE

2022 Highlights:

- Passage of the 2023 County Budget, which included funding for the new pier at Dwyer Memorial Park
- Adopted 291 Resolutions and 11 Local Laws
- 49 Legislative Proclamations and Recognitions in 2022
- Allocated \$600,000 to the Cortland County Business Development Corporation for grants for small businesses in Cortland County
- Assisted with the cleanup of the “APEX” site in the City of Cortland
- Received federal grant funding for renovations at the Cortland County Courthouse
- Authorized Agreement for Dwyer Veterans Peer to Peer Counseling for Veterans
- Abolished the position of Elected County Treasurer, which was finalized at the election with a referendum of the Cortland County electors.



Legislative Office – 607-753-5048



THANK YOU



SHEMPSTEAD@CORTLAND-CO.ORG



WWW.CORTLAND-CO.ORG

Job No. 23-11-7806

SITE WORK CONSTRUCTION BID FORM

FOR

PROJECT

Cortland County E911 Center
Phase 5 – Site Work
22 West Court Street Cortland, NY

 SEE INVITATION TO BID FOR DATE, TIME AND PLACE FOR RECEIPT OF BIDS

The undersigned

**BOLAND'S EXCAVATING
& TOPSOIL, INC.**
(Name of Bidder)
**1403 MILLBURN DRIVE
CONKLIN NY 13748**

(Address)

Contact: MICHAEL BOLANDPhone: 607 775-5030

hereby certifies that he has visited the site and has examined and fully comprehends the requirements and intent of the Plans and Project Manual of the proposed work, and being familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, supplies, plant and equipment, and other facilities necessary or proper for or incidental to the performance of the proposed work and does hereby agree to perform all

SITE WORK CONSTRUCTION

of the project in accordance with the Contract Documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The Bidder agrees to furnish all Materials, Labor, and all other costs for the Total Lump Sum Base Bid of

THREE HUNDRED SEVENTY SEVEN THOUSAND FOUR HUNDRED ⁰⁰/₁₀₀ DOLLARS (\$ 377,400⁰⁰)

(The above amounts, and the amounts indicated for Alternates, if any, shall be shown in typing)
(or written in ink in both words and figures. In case of discrepancy, the amount shown in words)
(will govern.)

Job No. 23-11-7806

ALTERNATES (Refer to Project Manual Section 012300 for descriptions)

The Bidder shall submit the following Alternate Bids in accordance with Contract Documents. Alternate bids, if accepted by the Owner, shall become a part of the Contract and shall comply with all of the applicable Contract Documents.

ALTERNATE NO. 1 (Rear Retaining Wall – Wall #1)

The Bidder shall state the amount to be added to the Base Bid if this Alternate is accepted.

Total ADD FOURTY NINE THOUSAND $\frac{02}{100}$ DOLLARS (\$ 49,000⁰⁰)

RIGHT TO WAIVE OR REJECT

In submitting this Bid, it is understood that the right is reserved by the Owner to accept or reject any or all bids.

QUALIFICATION OF BIDDER

Upon request after the bid opening, the Bidder shall submit a fully executed AIA A305 Contractor's Qualification Statement, to be qualified as the lowest responsible bidder.

WITHDRAWAL OF BIDS

It is agreed that this bid may not be withdrawn for a period of forty-five (45) calendar days after closing time of same.

PERFORMANCE-PAYMENT BOND

The Bidder agrees, if awarded the Contract, to execute and deliver performance and matching payment bonds in the form bound in the Specifications, both in the amount of the Contract; and to deliver insurance certificates and endorsements for insurance required by the Specifications, upon execution of the Contract. Award of the Contract shall be contingent upon review and acceptance of bonds and insurance by the Owner.

TIME

We agree to commence work when directed by the Owner to proceed, and to complete fully said work as specified in Section 011100 "Summary of Work".

BID SECURITY

The undersigned Contractor encloses with this Bid the Bid Security required by the Contract Documents in the form of a ~~Certified Check (-)~~ or Bid Bond ☒ (check one) in the amount of EIGHTEEN THOUSAND EIGHT HUNDRED SEVENTY $\frac{02}{100}$ DOLLARS (\$ 18,870⁰⁰) which represents not less than 5% of the Base Bid.

Attachment: Boland bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

ADDENDUM RECEIPTWe hereby acknowledge Addendum No. 1Date 5/30/23

Date _____

Date _____

Date _____

Date _____

SIGNED: _____

TITLE: MICHAEL BOLAND, PRESIDENT

FOR: _____

(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: _____

STATE INCORPORATED, IF INCORPORATED: NEW YORK

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

BOLAND'S EXCAVATING
& TOPSOIL, INC.

1403 MILLBURN DRIVE

CONKLIN NY 13748

DATE: 6/01/23

Attachment: Boland bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

NON-COLLUSIVE BIDDING CERTIFICATION:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

SIGNED: _____

TITLE: _____

FOR: _____

(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: _____

STATE INCORPORATED, IF INCORPORATED: _____

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: _____

6/01/23

BOLAND'S EXCAVATING
& TOPSOIL, INC.
1403 MILLBURN DRIVE
CONKLIN NY 13748

Attachment: Boland bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

**Certification of Compliance with the
NEW YORK STATE IRAN
DIVESTMENT ACT OF 2012**

(Must be signed and returned with Bid)

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Cortland County receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Cortland County will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Cortland County shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

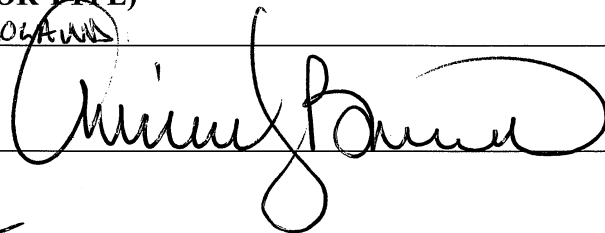
Cortland County reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of this certificate as to compliance with the New York State Iran Divestment Act of 2012:

NAME (PRINT OR TYPE)

MICHAEL BOLAND

SIGNATURE



TITLE

PRESIDENT

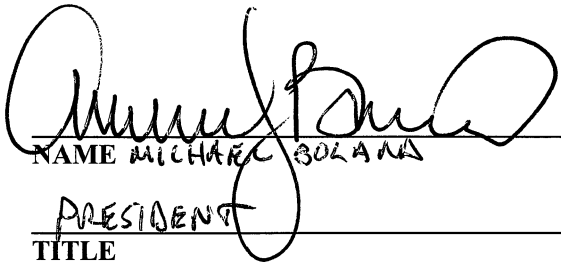
BOLAND'S EXCAVATING
& TOPSOIL, INC.
1403 MILLBURN DRIVE
CONKLIN NY 13748

Job No. 23-11-7806

CERTIFICATION

MICHAEL BOLAND, a representative of BOLAND'S EXCAVATING & TOPSOIL, INC. hereby swears to and certifies that, to the best of his or her knowledge and belief, 1403 MILLBURN DRIVE CONKLIN NY 13748

1. Neither BOLAND'S EXCAVATING & TOPSOIL, INC. nor any substantially owned-affiliated entity of the Bidder (collectively the "Bidder"), has been found to be in violation of the Davis-Bacon Act pursuant to 40 U.S.C. 3144, the Copeland Act pursuant to 18 U.S.C. 874 and 40 U.S.C. 3145 or the Contract Work Hours and Safety Standards Act pursuant to 40 U.S.C. 332, or their New York State counterparts.
2. If the Bidder has been found to be in violation of the Davis-Bacon Act, the Copeland Act, the Contract Work Hours and Safety Standards Act, or any of their New York State counterparts, state the name of the agency, the date of the violation, the nature of the violation and any consequence of the violation, including warnings, fines and debarments below.
3. The Bidder is not currently under investigation by any local, state or federal government agency. If Bidder is under investigation, state the name of the agency, the date of the alleged violation and the nature of the alleged violation below.
4. The Bidder's Dun & Bradstreet D-U-N-S number is 187 681 580.
5. I have authority to execute this certification, knowing it will be relied upon by the Owner of this Project.


 NAME MICHAEL BOLAND
 TITLE PRESIDENT

Sworn to before me this 1ST
 day of JUNE, 2023


 NOTARY PUBLIC



AIA Document A310™ – 1970

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we
(Here insert full name and address or legal title of Contractor)
BOLAND'S EXCAVATING AND TOPSOIL, INC.
1403 Millburn Drive
Conklin, NY 13748

as Principal, hereinafter called the Principal, and
(Here insert full name and address or legal title of Surety)
U.S. Specialty Insurance Company
1150 Northbrook Drive, Suite 330
Trevese, PA 19053

a corporation duly organized under the laws of the State of **TX** as Surety, hereinafter
 called the Surety, are held and firmly bound unto
(Here insert full name and address or legal title of Owner)
COUNTY OF CORTLAND, NY
60 Central Avenue
Cortland, NY 13045

as Oblige, hereinafter called the Oblige, in the sum of **FIVE PERCENT OF ATTACHED BID**
 (\$ **5%**), for the payment of
 which sum well and truly to be made, the said Principal and the said Surety, bind ourselves,
 our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by
 these presents.

WHEREAS, the Principal has submitted a bid for
(Here insert full name, address and description of project)

CORTLAND COUNTY E911 CENTER, PHASE 5-SITE WORK
22 West Court Street, Cortland, NY

NOW, THEREFORE, if the Oblige shall accept the bid of the Principal and the Principal
 shall enter into a Contract with the Oblige in accordance with the terms of such bid, and
 give such bond or bonds as may be specified in the bidding or Contract Documents with
 good and sufficient surety for the faithful performance of such Contract and for the prompt
 payment of labor and material furnished in the prosecution thereof, or in the event of the
 failure of the Principal to enter such Contract and give such bond or bonds, if the Principal
 shall pay to the Oblige the difference not to exceed the penalty hereof between the amount
 specified in said bid and such larger amount for which the Oblige may in good faith
 contract with another party to perform the Work covered by said bid, then this obligation
 shall be null and void, otherwise to remain in full force and effect.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Signed and sealed this **26th** day of **MAY 2023**

(Witness) Brenda J. Ferri
Brenda J. Ferri
 (Witness) Brenda J. Ferri
Brenda J. Ferri

Boland's Excavating and Topsoil, Inc.
 (Principal) (Seal)

(Title) Michael J. Boland
Michael J. Boland, President

U.S. Specialty Insurance Company
 (Surety)

(Title) Lisa D. Kaylor (Seal)
Lisa D. Kaylor, Attorney in Fact

Attachment: Boland bid (105-23 : Award Bid - Site Work - 22 West Court Street)

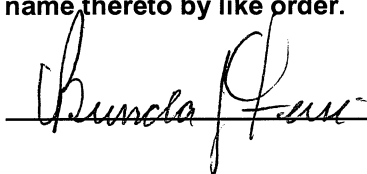
CORPORATE ACKNOWLEDGEMENT

STATE OF NEW YORK }

ss:

County of BROOME }

On this 26th day of MAY 2023, before me personally came MICHAEL J. BOLAND to me known, who, being by me duly sworn, did depose and say that (s)he resides in BINGHAMTON, NY that (s)he is the PRESIDENT of the BOLAND'S EXCAVATING AND TOPSOIL, INC. the corporation described in and which executed the foregoing instrument; that he knows the corporate seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; and that it was so affixed by order of the Board of Directors of the said corporation, and that (s)he signed his/her name thereto by like order.



Notary Public

BRENDA J. FERRI
Notary Public, State of New York
No. 4528018
Residing in Broome County
My Commission Expires June 30, 2026

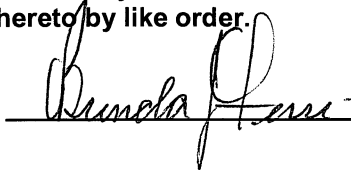
SURETY ACKNOWLEDGEMENT U.S. SPECIALTY INSURANCE COMPANY

STATE OF NEW YORK }

ss:

County of BROOME }

On this 26th day of MAY 2023, before me personally came LISA D. KAYLOR to me known, who, being by me duly sworn, did depose and say, that (s)he resides in the City of HASTINGS, NY; that (s)he was the Attorney In Fact of U.S. SPECIALTY INSURANCE COMPANY, an TEXAS corporation, the corporation named in and which executed the within instrument; that (s)he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation, and that (s)he signed his/her name thereto by like order.



Notary Public

BRENDA J. FERRI
Notary Public, State of New York
No. 4528018
Residing in Broome County
My Commission Expires June 30, 2026

Attachment: Boland bid (105-23 : Award Bid - Site Work - 22 West Court Street)



TOKIOMARINE
HCC

POWER OF ATTORNEY
AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

Thomas Costello, Lisa D. Kaylor, Deborah K. Blanchard, Brenda J. Ferri,
Michael C. Coleman, Eric J. Danes, Michael J. Tressider

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed *****Unlimited***** Dollars (**unlimited**). This Power of Attorney shall expire without further action on January 31st, 2024. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 23rd day of September, 2021.

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

State of California

County of Los Angeles



By: 

Daniel P. Aguilar, Vice President

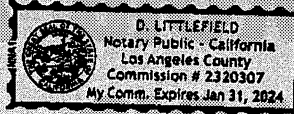
A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document

On this 23rd day of September, 2021, before me, D. Littlefield, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (seal)



I, Kio Lo, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 26th day of MAY, 2023

Corporate Seals

Bond No. Unassigned-EID BOND

Agency No. 12215




Kio Lo, Assistant Secretary

HCCSMANPOA09/2021

visit tmhcc.com/surety for more information

Attachment: Boland bid (105-23 : Award Bid - Site Work - 22 West Court Street)

U.S. SPECIALTY INSURANCE COMPANY
STATUTORY STATEMENT OF ADMITTED ASSETS,
LIABILITIES, CAPITAL AND SURPLUS (1)

December 31, 2022

Admitted Assets

Investments:
 Fixed Maturities, at amortized cost
 Preferred Stocks
 Common stocks
 Mortgage loans on real estate - first liens
 Mortgage loans on real estate - other than first liens
 Cash and cash equivalents
 Receivable for securities
 Total cash and invested assets:

1,725,976,369
 4,521,483
 4,639,064
 166,515,479
 5,889,234
 136,903,352
 287,560
 2,043,732,531

Liabilities and Capital and Surplus

Liabilities:

Unpaid loss and loss adjustment expense
 Reinsurance payable on paid losses and loss adjustment expenses
 Commission payable
 Accrued expenses
 Taxes, licenses, and fees
 Current federal and foreign income taxes
 Unearned premiums
 Advance premium
 Dividends declared and unpaid to policyholders
 Ceded reinsurance balance payable
 Funds held under reinsurance treaties
 Amounts withheld or retained for others
 Provision for reinsurance
 Payable to parent, subsidiaries and affiliates
 Payable for securities
 Funds held - Unclaimed Property
 Total liabilities

Capital and Surplus:
 Capital Stock
 Additional paid-in and contributed capital
 Unassigned surplus

17,766,112
 310,508,581
 31,275,606
 26,900,979
 13,482
 14,919,492
 511
 401,384,763

1,223,547,196
 105,535,474
 5,794,351
 9,634,271
 3,858,788
 9,271,163
 395,416,459
 4,928,102
 533,789
 79,045,365
 6,565,680
 104,274
 7,148,000
 12,447,936
 5,685,345
 1,561
 1,869,517,754

Total admitted assets

2,445,117,294

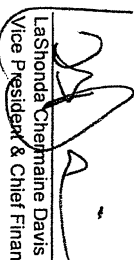
Total liabilities and capital and surplus

2,445,117,294

(1) - In accordance with the statutory financial statements as filed on March 1, 2023.

I, LaShonda Chermaine Davis, Chief Financial Officer of U.S. Specialty Insurance Company, hereby certify that to the best of my knowledge and belief, the foregoing is a full and true Statutory Statement of Admitted Assets, Liabilities and Capital and Surplus of the Company as of December 31, 2022, prepared in conformity with accounting practices prescribed or permitted by the Texas Department of Insurance. The foregoing statement should not be taken as a complete statement of financial condition of the Company. Such a statement is available upon written request at the Company's home office located at 13403 Northwest Freeway, Houston, Texas 77040.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation at Houston, Texas.


 LaShonda Chermaine Davis
 Vice President & Chief Financial Officer

SITE WORK CONSTRUCTION BID FORM

FOR

PROJECT

Cortland County E911 Center
Phase 5 – Site Work
22 West Court Street Cortland, NY

SEE INVITATION TO BID FOR DATE, TIME AND PLACE FOR RECEIPT OF BIDS

The undersigned

Rasmussen Excavation LLC
(Name of Bidder)

4371 S. Lebanon Rd, Earlville NY 13336
(Address)

Contact: David Rasmussen

Phone: 315 420 9882

hereby certifies that he has visited the site and has examined and fully comprehends the requirements and intent of the Plans and Project Manual of the proposed work, and being familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, supplies, plant and equipment, and other facilities necessary or proper for or incidental to the performance of the proposed work and does hereby agree to perform all

SITE WORK CONSTRUCTION

of the project in accordance with the Contract Documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The Bidder agrees to furnish all Materials, Labor, and all other costs for the Total Lump Sum Base Bid of Four hundred Sixty five thousand and two hundred twenty DOLLARS (\$465,220)

(The above amounts, and the amounts indicated for Alternates, if any, shall be shown in typing)
(or written in ink in both words and figures. In case of discrepancy, the amount shown in words)
(will govern.)

ALTERNATES (Refer to Project Manual Section 012300 for descriptions)

The Bidder shall submit the following Alternate Bids in accordance with Contract Documents. Alternate bids, if accepted by the Owner, shall become a part of the Contract and shall comply with all of the applicable Contract Documents.

ALTERNATE NO. 1 (Rear Retaining Wall – Wall #1)

The Bidder shall state the amount to be added to the Base Bid if this Alternate is accepted.

Total ADD Forty three thousand Eight hundred \$ DOLLARS (\$ 43,810)

RIGHT TO WAIVE OR REJECT

In submitting this Bid, it is understood that the right is reserved by the Owner to accept or reject any or all bids.

QUALIFICATION OF BIDDER

Upon request after the bid opening, the Bidder shall submit a fully executed AIA A305 Contractor's Qualification Statement, to be qualified as the lowest responsible bidder.

WITHDRAWAL OF BIDS

It is agreed that this bid may not be withdrawn for a period of forty-five (45) calendar days after closing time of same.

PERFORMANCE-PAYMENT BOND

The Bidder agrees, if awarded the Contract, to execute and deliver performance and matching payment bonds in the form bound in the Specifications, both in the amount of the Contract; and to deliver insurance certificates and endorsements for insurance required by the Specifications, upon execution of the Contract. Award of the Contract shall be contingent upon review and acceptance of bonds and insurance by the Owner.

TIME

We agree to commence work when directed by the Owner to proceed, and to complete fully said work as specified in Section 011100 "Summary of Work".

BID SECURITY

The undersigned Contractor encloses with this Bid the Bid Security required by the Contract Documents in the form of a Certified Check (), or Bid Bond ☒ (check one) in the amount of Twenty three thousand two hundred Sixty One DOLLARS (\$ 23,261) which represents not less than 5% of the Base Bid.

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

ADDENDUM RECEIPT

We hereby acknowledge Addendum No. 1 Date 5/30/2023

Date _____

Date _____

Date _____

SIGNED: Dail P. RasmussenTITLE: memberFOR: Rasmussen Excavation LLC

(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 4371 S. Lebanon Rd, Earlville NY 13332STATE INCORPORATED, IF INCORPORATED: NY

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/1/2023

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

NON-COLLUSIVE BIDDING CERTIFICATION:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

SIGNED: Dan P. Rasmussen

TITLE: Member

FOR: Rasmussen Excavation LLC
(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 4371 S. Lebanon Rd, Earlville NY 13332

STATE INCORPORATED, IF INCORPORATED: NY

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/1/2023

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

**Certification of Compliance with the
NEW YORK STATE IRAN
DIVESTMENT ACT OF 2012**
(Must be signed and returned with Bid)

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Cortland County receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Cortland County will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Cortland County shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Cortland County reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of this certificate as to compliance with the New York State Iran Divestment Act of 2012:

NAME (PRINT OR TYPE)

David Rasmussen

SIGNATURE

David P. Rasmussen

TITLE

member

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

CERTIFICATION

David Rasmussen, a representative of Rasmussen Excavation LLC, hereby swears to and certifies that, to the best of his or her knowledge and belief:

1. Neither Rasmussen Excavation LLC nor any substantially owned-affiliated entity of the Bidder (collectively the "Bidder"), has been found to be in violation of the Davis-Bacon Act pursuant to 40 U.S.C. 3144, the Copeland Act pursuant to 18 U.S.C. 874 and 40 U.S.C. 3145 or the Contract Work Hours and Safety Standards Act pursuant to 40 U.S.C. 332, or their New York State counterparts.
2. If the Bidder has been found to be in violation of the Davis-Bacon Act, the Copeland Act, the Contract Work Hours and Safety Standards Act, or any of their New York State counterparts, state the name of the agency, the date of the violation, the nature of the violation and any consequence of the violation, including warnings, fines and debarments below.
3. The Bidder is not currently under investigation by any local, state or federal government agency. If Bidder is under investigation, state the name of the agency, the date of the alleged violation and the nature of the alleged violation below.
4. The Bidder's Dun & Bradstreet D-U-N-S number is _____.
5. I have authority to execute this certification, knowing it will be relied upon by the Owner of this Project.

David Rasmussen
NAME

Member
TITLE

Sworn to before me this 1st
day of June, 2023
Lorraine E. Giroux
NOTARY PUBLIC

LORRAINE E. GIROUX
Notary Public, State of New York
No. 01GI6257030
Qualified in Chenango County
My Commission Expires 3/5/2024

Job No. 23-11-7806

SITE WORK CONSTRUCTION BID FORM

FOR

PROJECT

Cortland County E911 Center
Phase 5 – Site Work
22 West Court Street Cortland, NY

SEE INVITATION TO BID FOR DATE, TIME AND PLACE FOR RECEIPT OF BIDS

The undersigned

Rasmussen Excavation LLC
(Name of Bidder)

4371 S. Lebanon Rd, Earlville NY 1333
(Address)

Contact: David Rasmussen

Phone: 315 420 9882

hereby certifies that he has visited the site and has examined and fully comprehends the requirements and intent of the Plans and Project Manual of the proposed work, and being familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, supplies, plant and equipment, and other facilities necessary or proper for or incidental to the performance of the proposed work and does hereby agree to perform all

SITE WORK CONSTRUCTION

of the project in accordance with the Contract Documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The Bidder agrees to furnish all Materials, Labor, and all other costs for the Total Lump Sum Base Bid of
Four hundred sixty five thousand and two hundred twenty DOLLARS (\$465,220)

(The above amounts, and the amounts indicated for Alternates, if any, shall be shown in typing)
(or written in ink in both words and figures. In case of discrepancy, the amount shown in words)
(will govern.)

ALTERNATES (Refer to Project Manual Section 012300 for descriptions)

The Bidder shall submit the following Alternate Bids in accordance with Contract Documents. Alternate bids, if accepted by the Owner, shall become a part of the Contract and shall comply with all of the applicable Contract Documents.

ALTERNATE NO. 1 (Rear Retaining Wall – Wall #1)

The Bidder shall state the amount to be added to the Base Bid if this Alternate is accepted.

Total ADD forty three thousand Eight hundred ten DOLLARS (\$43,810)

RIGHT TO WAIVE OR REJECT

In submitting this Bid, it is understood that the right is reserved by the Owner to accept or reject any or all bids.

QUALIFICATION OF BIDDER

Upon request after the bid opening, the Bidder shall submit a fully executed AIA A305 Contractor's Qualification Statement, to be qualified as the lowest responsible bidder.

WITHDRAWAL OF BIDS

It is agreed that this bid may not be withdrawn for a period of forty-five (45) calendar days after closing time of same.

PERFORMANCE-PAYMENT BOND

The Bidder agrees, if awarded the Contract, to execute and deliver performance and matching payment bonds in the form bound in the Specifications, both in the amount of the Contract; and to deliver insurance certificates and endorsements for insurance required by the Specifications, upon execution of the Contract. Award of the Contract shall be contingent upon review and acceptance of bonds and insurance by the Owner.

TIME

We agree to commence work when directed by the Owner to proceed, and to complete fully said work as specified in Section 011100 "Summary of Work".

BID SECURITY

The undersigned Contractor encloses with this Bid the Bid Security required by the Contract Documents in the form of a Certified Check (), or Bid Bond (X) (check one) in the amount of Twenty three thousand two hundred sixty one DOLLARS (\$23,261) which represents not less than 5% of the Base Bid.

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

ADDENDUM RECEIPTWe hereby acknowledge Addendum No. 1 Date 5/30/2023

Date

Date

Date

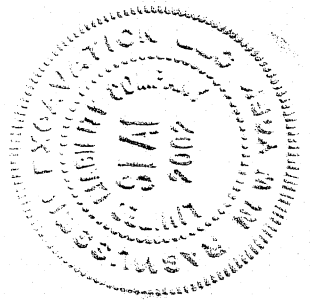
Date

SIGNED: Dail P. RasmussenTITLE: MemberFOR: Rasmussen Excavation LLC

(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 4371 S. Lebanon Rd, Earlville NY 13332STATE INCORPORATED, IF INCORPORATED: NY

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/1/2023

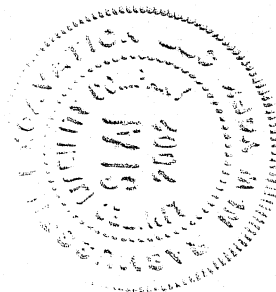
Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

NON-COLLUSIVE BIDDING CERTIFICATION:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

SIGNED: Dail P. RasmussenTITLE: MemberFOR: Rasmussen Excavation LLC
(Firm - Indicate if Corporation, Partnership, Individual, Other)FIRM ADDRESS: 4371 S. Lebanon Rd, Earlville NY 13332STATE INCORPORATED, IF INCORPORATED: NY

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DATE: 6/1/2023

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

**Certification of Compliance with the
NEW YORK STATE IRAN
DIVESTMENT ACT OF 2012**
(Must be signed and returned with Bid)

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Cortland County receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Cortland County will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Cortland County shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Cortland County reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of this certificate as to compliance with the New York State Iran Divestment Act of 2012:

NAME (PRINT OR TYPE)

David Rasmussen

SIGNATURE

David Rasmussen

TITLE

Member

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

CERTIFICATION

David Rasmussen, a representative of Rasmussen Excavation LLC, hereby swears to and certifies that, to the best of his or her knowledge and belief:

1. Neither Rasmussen Excavation LLC nor any substantially owned-affiliated entity of the Bidder (collectively the "Bidder"), has been found to be in violation of the Davis-Bacon Act pursuant to 40 U.S.C. 3144, the Copeland Act pursuant to 18 U.S.C. 874 and 40 U.S.C. 3145 or the Contract Work Hours and Safety Standards Act pursuant to 40 U.S.C. 332, or their New York State counterparts.
2. If the Bidder has been found to be in violation of the Davis-Bacon Act, the Copeland Act, the Contract Work Hours and Safety Standards Act, or any of their New York State counterparts, state the name of the agency, the date of the violation, the nature of the violation and any consequence of the violation, including warnings, fines and debarments below.
3. The Bidder is not currently under investigation by any local, state or federal government agency. If Bidder is under investigation, state the name of the agency, the date of the alleged violation and the nature of the alleged violation below.
4. The Bidder's Dun & Bradstreet D-U-N-S number is _____.
5. I have authority to execute this certification, knowing it will be relied upon by the Owner of this Project.

David P. Rasmussen
NAME
Member
TITLE

Sworn to before me this 1st
day of JUNE, 2023
Lorraine E. Giroux
NOTARY PUBLIC

LORRAINE E. GIROUX
Notary Public, State of New York
No. 01GI6257030
Qualified in Chenango County
My Commission Expires 3/5/2024



Bonding Specialists

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we **Rasmussen Excavation LLC**
4371 S. Lebanon Rd., Earlville, NY 13332

as Principal, hereinafter called the Principal, and **United States Fire Insurance Company**
305 Madison Avenue, Morristown, NJ 07962

a corporation duly organized under the laws of the State of **Delaware**

as Surety, hereinafter called the Surety, are held and firmly bound unto **County of Cortland**
60 Central Avenue, Cortland, NY 13045

as Obligee, hereinafter called the Obligee, in the sum of

Five Percent of Bid Amount (5%)

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

Cortland County E911 Center, Phase 5 – Site Work at 22 West Court Street Cortland, NY

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed on this **31st** day of **May, 2023**


 (Witness)


 (Witness)

Rasmussen Excavation LLC

(Principal)

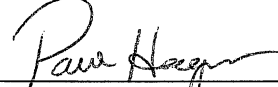
(Seal)



United States Fire Insurance Company

(Surety)

(Seal)


Paul Hagen, Attorney-In-Fact

**POWER OF ATTORNEY
UNITED STATES FIRE INSURANCE COMPANY
PRINCIPAL OFFICE - MORRISTOWN, NEW JERSEY**

89064

KNOW ALL MEN BY THESE PRESENTS: That United States Fire Insurance Company, a corporation duly organized and existing under the laws of the state of Delaware, has made, constituted and appointed, and does hereby make, constitute and appoint:

Dawn M. Gaido, Jon R. Houppert, Adam J. LaClair, James D. Freyer, Jr., Trevor A. Hash, Corinne Yousey, Paul Hagen

each, its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver: Any and all bonds and undertakings of surety and other documents that the ordinary course of surety business may require, and to bind United States Fire Insurance Company thereby as fully and to the same extent as if such bonds or undertakings had been duly executed and acknowledged by the regularly elected officers of United States Fire Insurance Company at its principal office, in amounts or penalties not exceeding: **Seven Million, Five Hundred Thousand Dollars (\$7,500,000).**

This Power of Attorney limits the act of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind United States Fire Insurance Company except in the manner and to the extent therein stated.

This Power of Attorney is granted pursuant to Article IV of the By-Laws of United States Fire Insurance Company as now in full force and effect, and consistent with Article III thereof, which Articles provide, in pertinent part:

Article IV, Execution of Instruments - Except as the Board of Directors may authorize by resolution, the Chairman of the Board, President, any Vice-President, any Assistant Vice President, the Secretary, or any Assistant Secretary shall have power on behalf of the Corporation:

(a) to execute, affix the corporate seal manually or by facsimile to, acknowledge, verify and deliver any contracts, obligations, instruments and documents whatsoever in connection with its business including, without limiting the foregoing, any bonds, guarantees, undertakings, recognizances, powers of attorney or revocations of any powers of attorney, stipulations, policies of insurance, deeds, leases, mortgages, releases, satisfactions and agency agreements;

(b) to appoint, in writing, one or more persons for any or all of the purposes mentioned in the preceding paragraph (a), including affixing the seal of the Corporation.

Article III, Officers, Section 3.11, Facsimile Signatures. The signature of any officer authorized by the Corporation to sign any bonds, guarantees, undertakings, recognizances, stipulations, powers of attorney or revocations of any powers of attorney and policies of insurance issued by the Corporation may be printed, facsimile, lithographed or otherwise produced. In addition, if and as authorized by the Board of Directors, dividend warrants or checks, or other numerous instruments similar to one another in form, may be signed by the facsimile signature or signatures, lithographed or otherwise produced, of such officer or officers of the Corporation as from time to time may be authorized to sign such instruments on behalf of the Corporation. The Corporation may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Corporation, notwithstanding the fact that he may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, United States Fire Insurance Company has caused these presents to be signed and attested by its appropriate officer and its corporate seal hereunto affixed this 28th day of September, 2021.

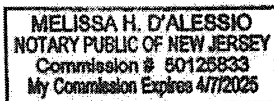
UNITED STATES FIRE INSURANCE COMPANY



Matthew E. Lubin, President

State of New Jersey }
County of Morris }

On this 28th day of September, 2021, before me, a Notary public of the State of New Jersey, came the above named officer of United States Fire Insurance Company, to me personally known to be the individual and officer described herein, and acknowledged that he executed the foregoing instrument and affixed the seal of United States Fire Insurance Company thereto by the authority of his office.



Melissa H. D'Alessio (Notary Public)

I, the undersigned officer of United States Fire Insurance Company, a Delaware corporation, do hereby certify that the original Power of Attorney of which the foregoing is a full, true and correct copy is still in force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of United States Fire Insurance Company on the 31st day of May 2023

UNITED STATES FIRE INSURANCE COMPANY



Michael C. Fay, Senior Vice President

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

PRINCIPAL'S ACKNOWLEDGMENT INDIVIDUAL VERIFICATION

State of _____
County of _____

On this _____ day of _____, in the year 20____, before me personally came _____ to me known, and known to me to be the person (s) who is (are) described in and who executed the forgoing instrument, and acknowledges to me that he (they) executed the same.

(Notary Public)

LIMITED LIABILITY COMPANY VERIFICATION

State of New York
County of Madison

On this 1st day of June, in the year 2023, before me personally appeared David Rasmussen, to me known and known to me to be the person who executed the forgoing instrument, and who being by me duly sworn, deposes and says that (s)he is the member of Corporation. A Limited Liability Company, and that (s) he executed the forgoing instrument as the act and deed of the said Limited Liability Company.

Lorraine E. Giroux
(Notary Public)

LORRAINE E. GIROUX
Notary Public, State of New York
No. 01GI6257030
Qualified in Chenango County
My Commission Expires 3/5/2024

CORPORATE VERIFICATION

State of _____
County of _____

On this _____ day of _____, in the year 20____, before me personally came _____ to me known, who, being by me duly sworn, deposes and says that (s) he resides in the City of _____ that (s) he is the _____ of the _____ the corporation described in and which executed the forgoing instrument, that (s) he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that (s) he signed his/her name thereto by like order.

(Notary Public)

SURETY ACKNOWLEDGMENT

State of New York
County of Onondaga

On this 31st day of May in the year 2023, before me personally came Paul Hagen to me known, who, being by me duly sworn, did depose and say that (s)he resides in Syracuse, NY; that (s)he is the Attorney-in-Fact of the United States Fire Insurance Company, the corporation described in and which executed the attached instrument; that (s) he knows the corporate seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; and that it was so affixed by order of the Board of Directors of the said corporation; and that (s) he signed his/her name thereto by like order.

Corinne E. Yousey
(Notary Public)

Corinne E. Yousey
Notary Public, State of New York
No. 01YO6149825
Qualified in Onondaga County
My Commission Expires July 17, 2026

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

UNITED STATES FIRE INSURANCE COMPANY
1209 ORANGE STREET, WILMINGTON, DELAWARE 19801

STATEMENT OF ASSETS, LIABILITIES, SURPLUS AND OTHER FUNDS

AT DECEMBER 31, 2022

<u>ASSETS</u>	
Bonds (Amortized Value).....	1,905,252,232
Preferred Stocks (Market Value).....	114,529,067
Common Stocks (Market Value).....	1,762,084,603
Mortgage Loans (Market Value).....	796,032,009
Cash, Cash Equivalents, and Short Term Investments.....	626,020,353
Derivatives.....	10,695,142
Other Invested Assets.....	337,125,033
Investment Income Due and Accrued.....	19,572,352
Premiums and Considerations.....	340,327,513
Amounts Recoverable from Reinsurers.....	61,688,599
Funds Held by or Deposited with Reinsured Companies.....	70,688,033
Net Deferred Tax Asset.....	140,619,760
Electronic Data Processing Equipment.....	1,507,891
Receivables from Parent, Subsidiaries and Affiliates.....	158,857,542
Other Assets.....	145,928,507
TOTAL ASSETS.....	\$ 6,490,928,636

LIABILITIES, SURPLUS & OTHER FUNDS

Losses (Reported Losses Net of Reinsurance Ceded and Incurred But Not Reported Losses).....	2,212,036,852
Reinsurance Payable on Paid Losses and Loss Adjustment Expenses.....	68,359,436
Loss Adjustment Expenses.....	374,380,070
Commissions Payable, Contingent Commissions and Other Similar Charges.....	10,899,929
Other Expenses (Excluding Taxes, Licenses and Fees).....	95,863,911
Taxes, Licenses and Fees (Excluding Federal Income Taxes).....	30,559,093
Current Federal and Foreign Income Taxes.....	197,142,687
Unearned Premiums.....	999,534,655
Advance Premium.....	12,896,716
Ceded Reinsurance Premiums Payable.....	99,545,135
Funds Held by Company under Reinsurance Treaties.....	42,360,469
Amounts Withheld by Company for Account of Others.....	133,940,889
Provision for Reinsurance.....	2,638,135
Payable to Parent, Subsidiaries and Affiliates.....	91,545,650
Other Liabilities.....	73,407,186
TOTAL LIABILITIES.....	\$ 4,445,110,813
Common Capital Stock.....	18,780,000
Gross Paid In and Contributed Surplus.....	1,502,074,940
Unassigned Funds (Surplus).....	524,962,883
Surplus as Regards Policyholders.....	2,045,817,823
TOTAL LIABILITIES, SURPLUS & OTHER FUNDS.....	\$ 6,490,928,636

I, Carmine Scaglione, Senior Vice President and Controller of UNITED STATES FIRE INSURANCE COMPANY, certify that the foregoing is a fair statement of Assets, Liabilities, Surplus and Other Funds of this Company, at the close of business, December 31, 2022, as reflected by its books and records and as reported in its statement on file with the Insurance Department of the State of Delaware.



IN TESTIMONY WHEREOF, I have set my hand and affixed the seal of the Company, this 23rd day of March, 2023.
UNITED STATES FIRE INSURANCE COMPANY

Attachment: Rasmussen bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

SITE WORK CONSTRUCTION BID FORM

FOR

PROJECT

Cortland County E911 Center
Phase 5 – Site Work
22 West Court Street Cortland, NY

 SEE INVITATION TO BID FOR DATE, TIME AND PLACE FOR RECEIPT OF BIDS

The undersigned

Siteworx Inc.
(Name of Bidder)

2370 US-11 Whitney Point, NY 13862
(Address)

Contact: David Black

Phone: 607 727-1297

hereby certifies that he has visited the site and has examined and fully comprehends the requirements and intent of the Plans and Project Manual of the proposed work, and being familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, supplies, plant and equipment, and other facilities necessary or proper for or incidental to the performance of the proposed work and does hereby agree to perform all

SITE WORK CONSTRUCTION

of the project in accordance with the Contract Documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The Bidder agrees to furnish all Materials, Labor, and all other costs for the Total Lump Sum Base Bid of

four hundred sixty eight thousand eight hundred ^{00/100} DOLLARS (\$ 468,800.00)

(The above amounts, and the amounts indicated for Alternates, if any, shall be shown in typing)
(or written in ink in both words and figures. In case of discrepancy, the amount shown in words)
(will govern.)

Job No. 23-11-7806

ALTERNATES (Refer to Project Manual Section 012300 for descriptions)

The Bidder shall submit the following Alternate Bids in accordance with Contract Documents. Alternate bids, if accepted by the Owner, shall become a part of the Contract and shall comply with all of the applicable Contract Documents.

ALTERNATE NO. 1 (Rear Retaining Wall – Wall #1)

The Bidder shall state the amount to be added to the Base Bid if this Alternate is accepted.

Total ADD Fifty-Seven Thousand and 00/100 DOLLARS (\$57,000.00)

RIGHT TO WAIVE OR REJECT

In submitting this Bid, it is understood that the right is reserved by the Owner to accept or reject any or all bids.

QUALIFICATION OF BIDDER

Upon request after the bid opening, the Bidder shall submit a fully executed AIA A305 Contractor's Qualification Statement, to be qualified as the lowest responsible bidder.

WITHDRAWAL OF BIDS

It is agreed that this bid may not be withdrawn for a period of forty-five (45) calendar days after closing time of same.

PERFORMANCE-PAYMENT BOND

The Bidder agrees, if awarded the Contract, to execute and deliver performance and matching payment bonds in the form bound in the Specifications, both in the amount of the Contract; and to deliver insurance certificates and endorsements for insurance required by the Specifications, upon execution of the Contract. Award of the Contract shall be contingent upon review and acceptance of bonds and insurance by the Owner.

TIME

We agree to commence work when directed by the Owner to proceed, and to complete fully said work as specified in Section 011100 "Summary of Work".

BID SECURITY

The undersigned Contractor encloses with this Bid the Bid Security required by the Contract Documents in the form of a Certified Check (), or Bid Bond ~~X~~ (check one) in the amount of twenty six thousand two hundred ninety \$/100 DOLLARS (\$26,290.00) which represents not less than 5% of the Base Bid.

Attachment: Sitework bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

ADDENDUM RECEIPTWe hereby acknowledge Addendum No. 1 Date 5/30/23

Date

Date

Date

Date

SIGNED: David BlumTITLE: PresidentFOR: Sitework Inc

(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 2370 US - 11 Whitney Point, NY 13822STATE INCORPORATED, IF INCORPORATED: NY

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6-1-23

Attachment: Sitework bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

NON-COLLUSIVE BIDDING CERTIFICATION:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

SIGNED: _____

TITLE: _____

FOR: _____

(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: _____

STATE INCORPORATED, IF INCORPORATED: _____

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: _____

Attachment: Siteworx bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

**Certification of Compliance with the
NEW YORK STATE IRAN
DIVESTMENT ACT OF 2012**

(Must be signed and returned with Bid)

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Cortland County receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Cortland County will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Cortland County shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

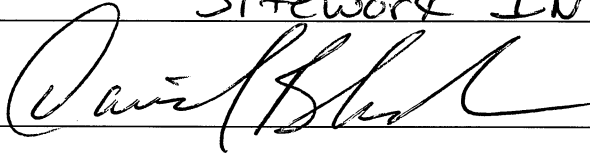
Cortland County reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of this certificate as to compliance with the New York State Iran Divestment Act of 2012:

NAME (PRINT OR TYPE)

Sitetworx Inc

SIGNATURE



TITLE

President

Attachment: Siteworx bid (105-23 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

CERTIFICATION

David Black, a representative of Sitework Inc, hereby swears to and certifies that, to the best of his or her knowledge and belief:

1. Neither Sitework Inc, nor any substantially owned-affiliated entity of the Bidder (collectively the "Bidder"), has been found to be in violation of the Davis-Bacon Act pursuant to 40 U.S.C. 3144, the Copeland Act pursuant to 18 U.S.C. 874 and 40 U.S.C. 3145 or the Contract Work Hours and Safety Standards Act pursuant to 40 U.S.C. 332, or their New York State counterparts.
2. If the Bidder has been found to be in violation of the Davis-Bacon Act, the Copeland Act, the Contract Work Hours and Safety Standards Act, or any of their New York State counterparts, state the name of the agency, the date of the violation, the nature of the violation and any consequence of the violation, including warnings, fines and debarments below.
3. The Bidder is not currently under investigation by any local, state or federal government agency. If Bidder is under investigation, state the name of the agency, the date of the alleged violation and the nature of the alleged violation below.
4. The Bidder's Dun & Bradstreet D-U-N-S number is 80258475.
5. I have authority to execute this certification, knowing it will be relied upon by the Owner of this Project.

David Black
NAME
President
TITLE

Sworn to before me this 1st
day of June, 2023

[Signature]
NOTARY PUBLIC

Eric M. Hamm
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01HA6398978
Qualified in Broome County
Commission Expires **October 7, 2023**

Attachment: Sitework bid (105-23 : Award Bid - Site Work - 22 West Court Street)

AIA® Document A310™ – 1970
Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we
(Here insert full name and address or legal title of Contractor)

SITEWORX INC.
2730 US Hwy 11
Whitney Point, NY 13862

as Principal, hereinafter called the Principal, and
(Here insert full name and address or legal title of Surety)

HUDSON INSURANCE COMPANY
100 William Street, 5th Floor
New York, NY 10038

a corporation duly organized under the laws of the State of **DE** as Surety, hereinafter
 called the Surety, are held and firmly bound unto
(Here insert full name and address or legal title of Owner)

CORTLAND COUNTY
60 Central Ave, Room 306
Cortland, NY 13045

as Oblige, hereinafter called the Oblige, in the sum of **Five Percent of attached Bid** (\$ 5%), for the payment of
 which sum well and truly to be made, the said Principal and the said Surety, bind ourselves,
 our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by
 these presents.

WHEREAS, the Principal has submitted a bid for
(Here insert full name, address and description of project)

CORTLAND COUNTY E911 CENTER, PHASE 5 - SITEWORK
AT 22 WEST COURT STREET, CORTLAND, NY

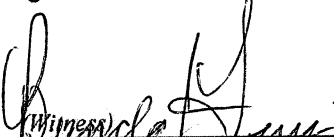
NOW, THEREFORE, if the Oblige shall accept the bid of the Principal and the Principal
 shall enter into a Contract with the Oblige in accordance with the terms of such bid, and
 give such bond or bonds as may be specified in the bidding or Contract Documents with
 good and sufficient surety for the faithful performance of such Contract and for the prompt
 payment of labor and material furnished in the prosecution thereof, or in the event of the
 failure of the Principal to enter such Contract and give such bond or bonds, if the Principal
 shall pay to the Oblige the difference not to exceed the penalty hereof between the amount
 specified in said bid and such larger amount for which the Oblige may in good faith
 contract with another party to perform the Work covered by said bid, then this obligation
 shall be null and void, otherwise to remain in full force and effect.

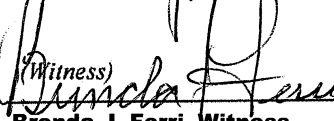
ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

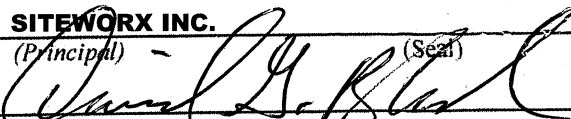
This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Signed and sealed this **22nd** day of **MAY 2023**.

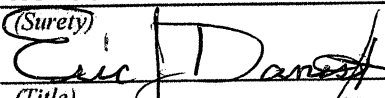
(Witness)

 Brenda J. Ferri, Witness

(Witness)

 Brenda J. Ferri, Witness

SITEWORX INC.

(Principal) -  *(Seal)*
 (Title) David G. Black, President

HUDSON INSURANCE COMPANY

(Surety)

 (Title) Eric J. Danes, Attorney In Fact *(Seal)*

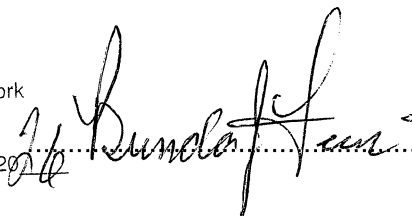
Attachment: Siteworx bid (105-23 : Award Bid - Site Work - 22 West Court Street)

(Acknowledgment by principal, if a corporation.)

STATE OF **NEW YORK**, }
 } ss:
 COUNTY OF **BROOME** }

On this 22nd day of MAY 2023 before me personally came David G. Black to me known to be the person by me duly sworn, did depose and say, that he/she resides in Whitney Point, NY, that he/she is the President of the SITEWORX, INC., the corporation described in and which executed the foregoing instrument; that he/she knew the seal of said corporation; that the seal affixed to said instrument was such corporate seal; that it was affixed by order of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order.

BRENDA J. FERRI
 Notary Public, State of New York
 No. 4528018
 Residing in Broome County
 My Commission Expires June 30, 2026



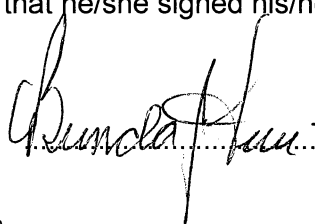
Notary Public.

(Acknowledgment of Surety Company)

STATE OF **NEW YORK** }
 } ss:
 COUNTY OF **BROOME** }

On this 22nd day of MAY 2023, before me, the undersigned, a Notary Public in and for said county, personally appeared Eric J. Danes, who is to me well known, who being duly sworn, did depose and say that he/she resides in Bridgeport, New York, that he/she is Attorney-in-Fact of Hudson Insurance Company, the corporation described in and who executed the within instrument as surety. That he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was thereto affixed by order of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order.

BRENDA J. FERRI
 Notary Public, State of New York
 No. 4528018
 Residing in Broome County
 My Commission Expires June 30, 2026



Notary Public.

AFFIDAVIT

Attachment: Siteworx bid (105-23 : Award Bid - Site Work - 22 West Court Street)

BID BOND POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint

Lisa D. Kaylor, Thomas Costello, Deborah K. Blanchard, Michael C. Coleman, Brenda J. Ferri, Michael Tresidder, Eric J. Danes

of the state of New York

its true and lawful Attorney(s)-in-Fact, at New York City in the State of New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bid bonds for any and all purposes.

Such bid bonds, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 15th day of June, 20 22 at New York, New York.



Attest.....
Dina Daskalakis, Corporate Secretary

HUDSON INSURANCE COMPANY

By.....
Michael P. Cifone, Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

On the 15th day of June, 20 22 before me personally came Michael P. Cifone to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of **HUDSON INSURANCE COMPANY**, the Company described herein and which executed the above instrument, that he knows the seal of said Company, that the seal affixed to said instrument is the corporate seal of said Company, that it was so affixed by order of the Board of Directors of said Company, and that he signed his name thereto by like order.

(Notarial Seal)



.....
ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553
Qualified in Nassau County
Commission Expires December 10, 2025

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned **Dina Daskalakis** hereby certifies:

THAT the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertaking made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOLVED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.

Witness the hand of the undersigned and the seal of said Company this 22nd day of MAY, 20 23.



By.....
Dina Daskalakis, Corporate Secretary

HUDSON INSURANCE COMPANY

SHORT FORM FINANCIAL STATEMENT
AS OF DECEMBER 31, 2022ASSETS

Bonds	\$	485,914,449
Real estate		0
Mortgage Loans on Real Estate		73,581,960
Cash on hand and on deposit		44,223,336
Reinsurance Receivable		629,031,777
FIT recoverable (including net deferred tax asset)		25,025,629
Aggregate write-ins for other than invested assets		492,356,287
Deferred premiums, agents' balances and installments booked but deferred and not yet due (including earned but unbilled premiums)		126,326,463
Stocks		415,394,105
Other Assets		62,859,618
Total Assets	\$	<u>2,354,713,624</u>

LIABILITIES & SURPLUS

Losses	\$	337,517,938
Loss adjustment expense		36,920,563
Other expenses		29,857,382
Unearned Premiums		160,331,236
Ceded reinsurance premiums payable		988,181,837
Payable to parent, subsidiaries and affiliates		6,337,448
Commissions payable, contingent commissions and other similar charges		42,920,776
Other Liabilities		147,279,591
Total Liabilities	\$	<u>1,749,346,771</u>
Preferred and Common capital stock	\$	7,500,238
Gross paid in and contributed surplus		293,480,097
Unassigned funds (surplus)		304,386,518
Surplus as regards policyholders	\$	<u>605,366,853</u>
Total Liabilities and Surplus	\$	<u>2,354,713,624</u>

STATE OF NEW YORK)
) ss:
COUNTY OF NEW YORK)

I, Rory Rose, the undersigned Chief Financial Officer of Hudson Insurance Company hereby certify the foregoing to be a short form financial statement in the form of a balance sheet, showing the Company's assets and liabilities on a provisional basis, at the close of business on December 31, 2022.

IN TESTIMONY WHEREOF, I have set my hand and affixed the seal of the Company, this 6th day of March, 2023.

Rory A. Rose
Rory Rose
Chief Financial Officer

Subscribed and sworn to before me this 6th day of March, 2023.

Ann M. Murphy
Ann M. Murphy
Notary Public
ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553



Qualified in Nassau County, Certified in New York
Commission Expires December 10, 2025

Attachment: Siteworx bid (105-23 : Award Bid - Site Work - 22 West Court Street)



Personnel Change Justification Form

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

Position Name (s): Create Compliance/Privacy Officer Abolish N/A

Bargaining Unit: Management

Purpose and Background:

Create 1.0 FTE Compliance/Privacy Officer for Mental Health Dept. After significant regulatory updated requirements by NYS Office of Inspector General (OMIG) for all healthcare providers billing Medicaid for client services implemented March 2023; compliance/privacy job duties & responsibilities now require a FT manager for success. This position would ensure compliance with regulatory & quality of care for treatment/services and estimated \$3M annual billing revenue by the MH Dept. to protect county's risk/liability under OMIG requirements.

Fiscal Impact: ☒ County Funded 70 % ☒ Grant Funded 30 % Grant Exp. Date annual revenue est.

Current Grade/Salary of Position:

Grade

Salary Range \$

Requested Grade/Salary of Position:

Grade 6-7

Salary Range \$ 73,873 - 98,324 68718-91464

Annual Increase: \$ 98K

County Share: \$ 19K

of Positions Affected: 1.0 FTE

Goals:

Responsibility for ensuring that the codes, rules, and regulations based on applicable Federal, State, and County statutes are adhered to throughout the MH Department. Ensure MH Dept. compliance with Title 18- Part 521 -Provider Compliance Programs. Responsible for the continuous improvement of these policies and programs and implementing compliance/privacy methods for MH dept. success. Ensure full MH Dept. compliance with all federal and state compliance and privacy practices to protect department and county risk/liability under OMIG requirements. Support quality and compliance improvement for MH treatment and services.

Operational Impact:

This position would ensure regulatory and quality of care compliance for close to \$3M in billing revenue by the MH Dept. to protect county's risk/liability from OMIG audit. This new position will free up other Managers for need capacity in their other required assignments. Creates fiscal and clinical quality protection for department & county's risk under OMIG requirements.

Requested By:

Signature of Requesting Department Head

Date

Personnel Officer Approval

Signature of Personnel Officer

Date

County Administrator Budget Impact Statement:

Will increase efficiencies by not having Deputy spend alot of time performing these duties instead of her duties.

County Administrator Approval

Signature of County Administrator

Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date

What is an Effective Compliance Program

OMIG considers an “effective compliance program” to be a compliance program that is adopted and implemented by the provider that, at a minimum, satisfies the compliance program requirements, and that is designed to be compatible with the provider’s characteristics. Being compatible with the provider’s characteristics means that the compliance program:

- is **well-integrated** into the company’s operations and supported by the highest levels of the organization, including the chief executive, senior management, and the governing body;
- **promotes adherence** to the provider’s legal and ethical obligations; and
- is reasonably designed and implemented to **prevent, detect, and correct non-compliance with Medicaid program requirements**, including fraud, waste, and abuse most likely to occur for the provider’s risk areas and organizational experience.

Element	Notes
Written Policies, Procedures, and Standards of Conduct	Outline the operation of the compliance program and be reviewed at least annually and modified, as necessary. The provider’s written Policies regarding confidentiality, non-intimidation, and nonretaliation should extend to all persons who report compliance issues, including Medicaid recipients of service.
Compliance Officer and Compliance Committee	Well-integrated into the company’s operations and supported by the highest levels of the organization by ensuring there is a designated compliance officer who is vested with responsibility for the day-to-day activities of the compliance program.
Compliance Program Training and Education	Demonstrate an effective compliance training and education program for all affected Individuals. Compliance training and education must be documented in an annual training plan that is maintained and outlines 1. required subjects or topics, 2. timing and frequency of training, 3. which affected individuals are required to attend, 4. how attendance is tracked, and 5. how the effectiveness of the training is periodically evaluated.
Lines of Communication	Established and implemented effective lines of communication for all affected Individuals. These lines of communication must guarantee the confidentiality of reporting persons.
Disciplinary Standards	Established disciplinary standards and have implemented procedures for the enforcement of such standards to address potential violations and encourage good faith participation in the compliance program by all affected Individuals.
	Includes routine auditing and monitoring of compliance risks. This

Auditing and Monitoring	may include the following: 1. Internal and external audits are documented and shared with the compliance committee and governing body (CSB), 2. The annual compliance program reviews are shared with the chief executive, senior management, compliance committee, and governing body, and 3. Monthly exclusion checks.
Responding to Compliance Issue	Designed and implemented to prevent, detect, and correct non-compliance with Medicaid program requirements, including fraud, waste, and abuse most likely to occur for the provider’s risk areas and organizational experience.

A provider that is **not effectively monitoring its compliance** with state and federal Medicaid requirements is potentially exposed to increased operational, reputational, service, and audit risks, as well as sanctions and the repayment of identified Medicaid overpayments. These consequences may include monetary penalties up to \$5,000 for each month that a provider fails to adopt, implement, and maintain an effective compliance program. For a second violation, this amount may increase to \$10,000 per month, recoupment of monies paid to the provider during the period in which it did not have a compliance program, termination of the provider’s enrollment in the Medicaid program, and sanctions, up to and including exclusion from participation in the Medicaid program.

What is an Effective HIPAA Privacy Program

The Privacy Rule protects all “*protected health information*” (**PHI**), including individually identifiable health or mental health information held or transmitted by a covered entity in any format, including electronic, paper, or oral statements. A major purpose of the Privacy Rule is to define and limit the circumstances under which an individual’s PHI may be used or disclosed by covered entities. HIPAA regulations cover:

Security: Providers and others who maintain health information must maintain the security and integrity of individually identifiable health information. **Privacy:** General rules for the uses and disclosures of individually identifiable health information by providers and others. **Enforcement:** Provisions related to compliance and investigations.

Consequences of violating HIPAA Laws:

1. **Civil monetary penalties:** HHS may impose civil money penalties on a covered entity of \$100 per failure to comply with a Privacy Rule requirement- not to exceed \$25,000 per calendar year for multiple violations of the same Privacy Rule requirement.
2. **Criminal Penalties.** A person who knowingly obtains or discloses individually identifiable health information in violation of HIPAA could face a fine of \$50,000 and imprisonment for up to one year. If the wrongful conduct involves “false pretenses” the criminal penalties could increase up to a fine of \$100,000 and up to five years imprisonment. A fine of up to \$250,000 and up to ten years imprisonment could be imposed if the wrongful conduct involves the intent to sell, transfe or use individually identifiable health information.

Corporate Compliance/Privacy Officer Position

⇒ Corporate Compliance is “the way that a company ensures that it is following all the laws and regulations that apply to their business”.

- *Only two County Departments in the county that require this position per OMIG regulations: Mental Health & Public Health*

⇒ OMIG requires this for oversight of Medicaid/Managed Medicaid dollars.

- On average **70% of clients** in CCMHD have Managed Care Medicaid insurance.
- Annually, CCMHD **averages almost 3 Million dollars** revenue from Managed Medicaid.

⇒ Compliance/Privacy Officer position can receive a combined, national certification for both roles through one training program.

OMIG's NEW Requirements 2023

⇒ OMIG requires a designated Compliance Officer that is vested with responsibilities for day-to-day activities of the Compliance Program.

⇒ The Compliance Officer must demonstrate that other duties do not hinder their primary responsibility of the role.

⇒ Extensive time commitment to “PROVE” each biller has an “Effect Compliance Program”.

⇒ Compliance needs to be integrated into the day-to-day operations of the department.

⇒ Communication lines need to be open and available for reports.

Jurisdiction: Cortland County
 Jurisdictional Class: Competitive
 Adopted:

COMPLIANCE/PRIVACY OFFICER

DISTINGUISHING FEATURES OF THE CLASS:

The Compliance Officer oversees the Corporate Compliance Program, functioning as an independent and objective body that reviews and evaluates compliance issues/concerns within the Mental Health organization and other County Departments as needed. The position ensures the Community Service Board, agency management, legislative, and employees are in compliance with the rules and regulations of regulatory agencies, that agency policies and procedures are being followed, and that behavior in the organization meets the county and departmental Standards of Conduct. Reports directly to the Director of Community Mental Health Services and the County Compliance Committee. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Develops, initiates, maintains, and revises policies and procedures for the general operation of Cortland County Department of Mental Health Programs and other County departments to be consistent with expectations of regulatory agencies, the Corporate Compliance Plan and its related activities to prevent illegal, unethical, or improper conduct;

Develops and facilitates training for employees related to corporate compliance issues and policy;

Participates in the agency process of Utilization Review to ensure timely and appropriate documentation for billing;

Develops, revises, and maintains process to respond to and track grievances and incident reports;

Manages local and state reporting processes whenever appropriate;

Develops and periodically reviews and updates Code of Ethics to ensure continuing currency and relevance in providing guidance to management and employees;

Collaborates with other departments (e.g., Human Resources, Health, Information and Technology) to direct compliance issues to appropriate existing channels for investigation and resolution. Consults with the County Attorney as needed to resolve difficult legal compliance issues;

Responds to alleged violations of rules, regulations, policies, procedures, and Standards of Conduct by evaluating or recommending the initiation of investigative procedures;

Develops and oversees a system for uniform handling of such violations;

Identifies potential areas of compliance vulnerability and risk;

Develops recommendations to senior management;

Reviews and monitors corrective action plans for resolution of problematic issues;

Provides reports on a regular basis, and as directed or requested, to keep the Corporate Compliance Committee of the Board and senior management informed of the operation and progress of compliance efforts;

Monitors the performance of the Compliance Program and relates activities on a continuing basis, taking appropriate steps to improve its effectiveness;

Provides advice, consultation and assistance on medical record matters to department management and staff by serving as a member of the agency Administrative Team,

Utilization Review Committee and regulatory oversight of the Mental Health Clinic Committee for Continuous Quality Improvement.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles, methods and practices of Corporate Compliance;
 Thorough knowledge of the policies and regulations of the Office of Mental Health;
 Thorough knowledge of pertinent Federal, State, Departments and accrediting agency, legal and policy requirements and regulations relating to the maintenance and release of medical records information;
 Good knowledge of departmental policies and procedures;
 Ability to establish and maintain effective working relationships with clinical staff, physicians and other departmental staff;
 Ability to establish and maintain effective working relationships with outside agencies such as the Courts, Probation, Department of Social Services, etc.;
 Ability to recognize inconsistencies and omissions in medical records and accurate medical records;
 Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Possession of a Master's degree or higher and one (1) year of full-time paid work experience in the maintenance, review and development of policies and procedures to support compliance and privacy laws and regulations; OR
- (b) Possession of a Bachelor's degree or higher and two (2) years of full-time paid work experience in the maintenance, review and development of policies and procedures to support compliance and privacy laws and regulations.

SPECIAL REQUIREMENTS:

Candidate must be certified in healthcare compliance/healthcare privacy compliance within one (1) year of hire to maintain position.

NOTE:

Degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside of the United States and its territories, applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/cfm>. Applicants must pay the required evaluation fee.

**Personnel Change Justification Form**Requested Change: ☐ Abolish/Create ☒ Reallocation ☐ Abolish ☐ CreatePosition Name (s): Create N/A Abolish N/ABargaining Unit: CSEA**Purpose and Background:**

Please see attached justification regarding the reallocation request for 7 titles in the Department of Social Services. The purpose is to increase our ability to recruit and retain employees. The low-end of the CSEA pay scale is not allowing us to recruit and retain employees. It would affect 48 of our lowest paid positions.

Fiscal Impact: ☒ County Funded 35% % ☐ Grant Funded _____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade _____ Salary Range \$ _____

Requested Grade/Salary of Position: Grade _____ Salary Range \$ _____

Annual Increase: \$ ^{TBD by Co. Admin} _____ County Share: \$ _____ # of Positions Affected: _____**Goals:**

We hope to be able to fill vacant positions and stabilize our work force.

Operational Impact:

We can serve those in need with more efficacy if we have adequate and trained employees.

Requested By:

[Signature]
Signature of Requesting Department Head

5/30/23
Date

Personnel Officer Approval

[Signature]
Signature of Personnel Officer

5/30/23
Date

County Administrator Budget Impact Statement:

County Administrator Approval

Signature of County Administrator

Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date

Reallocation Request June 2023 – Department of Social Services

<u>Titles</u>	<u>From</u>	<u>To</u>	<u># Positions</u>
1. Case Aide (2 newly abolished)	Grade 7 (17.1917 – 21.7603)	Grade 8 (17.7082 – 22.4141)	11 FTE
2. Sr. Case Aide (3 newly created)	Grade 9 (18.2559 – 23.1072)	Grade 10 (18.8329 – 23.8377)	5 FTE
3. Social Welfare Examiner Trainee	Grade 9 (18.2559 – 23.1072)	Grade 10 (18.8329 – 23.8377)	1 FTE
4. Social Welfare Examiner/Support Investigator	Grade 10 (18.8329 – 23.8377)	Grade 12 (20.0654 – 25.3977)	18/4 FTE
5. Sr. Social Welfare Examiner/Sr. Support Investigator	Grade 12 (20.0654 – 25.3977)	Grade 15 (22.1643 – 28.0544)	8/1 FTE

Relevant Recruitment Data: (January 2022 – May 2023)

- **Case Aide** – We filled 11 vacancies in the 13 positions we had in the past 17 months. There were 15 very good candidates who were offered the position or would have been offered the position and refused it specifically citing the low pay as the reason.
- **Social Welfare Examiner Trainee/Social Welfare Examiner** – We filled 5 vacancies in the 19 positions in the past 17 months. Of the three positions not filled with internal candidates needing to step down from their Sr. Social Welfare Examiner positions, there were three candidates who were offered and declined citing the low pay as the reason.
- **Support Investigator** – We filled 9 vacancies in the 5 positions in the past 17 months. During that time, no more than 4 were ever filled at a time due to our inability to recruit candidates that we could retain.
- **Senior Social Welfare Examiner** – In 2021, we promoted 2 candidates without internal experience in the Social Welfare Examiner (SWE) position and neither is still in the position. We have had one position vacant since January 2023 and have been unable to recruit anyone to take the position. The current SWE employees cite the low pay difference as the main reason they are not interested because the pay increase would be approximately \$.50/hr and that is not worth the added responsibility and stress of supervising staff. We had another vacancy arise in April 2023 and abolished it for a Sr. Investigator position because we could not fill it, and it was needed in the Child Support Unit. On May 26, 2023, we received another resignation from a Sr. Social Welfare Examiner resulting in two vacancies of 8 positions and no candidates.

Relevant Retention Data: (January 2022 – May 2023)

- **Case Aide** – We had 11 of these positions become vacant because the employees sought a higher pay job. Five of them took promotions within our department and six left citing opportunities for higher pay employment.

- **Sr. Case Aide** – Until the end of May 2023, we had just two of these positions. One of them turned over twice in the past 17 months due to a promotion within the department and a departure for a better paying job.
- **Social Welfare Examiner** – There were 5 positions that became vacant. Two were due to promotions within our department, one was due to someone taking higher pay employment with another department. The other two departures were not related to pay.
- **Support Investigator** – Of the 9 new hires in the past 17 months, 4 of them were not passing probation at the time of their departure and would not have been retainable, and 2 of them were lured back to former employers for more money. Two long term employees left citing burnout and frustration. Of the 4 Investigator positions currently in the Child Support Unit, 3 are filled with employees here between 1 and 4 months and one is vacant.
- **Sr. Social Welfare Examiner** – We have had 4 vacancies in the past 17 months. Three of these individuals took voluntary or required demotions to positions within the department. One chose to leave for unknown reasons.



Personnel Change Justification Form

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

Position Name (s): Create Probation Assisiant Abolish _____

Bargaining Unit: CSEA

Purpose and Background:

Recent changes in ATI required duties and DWI Interlock mandates have added a growing number of cases that must be supervised and reported on to this Department s responsibilities.

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

Current Grade/Salary of Position: Grade 12 Salary Range \$ 40,130 starting \$41,736

Requested Grade/Salary of Position: Grade _____ Salary Range \$ _____

Annual Increase: \$ 69,731 County Share: \$ 69,731 # of Positions Affected: 1

With Fringes

Goals:

To meet the expanding requirements imposed by New York State legislation. ATI will be required to more actively supervise a growing number of mandated cases. Requirements of DWI legislation require Conditional Discharge cases be monitored by Probation to oversee the use of the Ignition Interlock instalation, compliance with, removal and notificaation of progress to NYS Depatment of Motor Vehicle for future relicensure.

Operational Impact:

Loss of a Probation Officer, Community Services Worker and Keyboard Specialist in the last few years have left Probation stretched to capacity. With a seasoned work force we were coping. Loss of trained workers and added mandates have made our situation untenable. Without this position, the impact may be an inability to meet mandated programs and services.

Requested By:

[Signature]
Signature of Requesting Department Head

5/22/23
Date

Personnel Officer Approval

[Signature]
Signature of Personnel Officer

5/23/23
Date

County Administrator Budget Impact Statement:

With Fringes it will be an increase of \$69,731 to the Budget

County Administrator Approval

[Signature]
Signature of County Administrator

5/23/2023
Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date

Attachment: Probation Asst justification (114-23 : Create Probation Assistant)

ATI/ Probation 5/17/23 - Scope of the Problem

- 1 ATI and 2 Probation positions cut 2 years ago
- ATI Officer leaves 5/19/23 – leaving NO ATI program
- 2 vacant Probation Officer positions
- new officers will now be required to attend 9 weeks of training increasing chance of raiding trained PO's
- one Probation Officer on maternity leave who is looking for a different job
- one Probation Officer going on maternity leave this summer
- one Probation Supervisor having foot surgery this summer
- fall retirement
- summer vacations

Director proposes:

- make ATI Officer a grade 14 rather than 16
- create a new Probation Assistant position to help ATI and Probation

Financially no impact as ATI funding was increased last year and is anticipated to continue in future

ATI position grade lowered reducing salary

Probation Assistant lower pay, no state required training, flexible position

Cortland Probation has and will continue to operate at least one officer down as PO position will continue to see flux in the near future thus saving money.

Tompkins –Staff - **35**

Probation Director
Deputy Director

Systems Analyst
Administrative Services Coordinator

Principal Account Clerk typist
Account Clerk typist
Administrative Assistant III
Administrative Assistant III
Probation Assistant

Probation Supervisor – Criminal Court
Probation Supervisor – Criminal Court
Probation Supervisor - Family Court

Sr. PO – Treatment Court
Sr. PO – Treatment Court
Sr. PO – Intensive
Sr. PO – Intensive
Sr. PO – Day Reporting
Sr. PO – Drug Court
Sr. PO – Drug Court

12 POs

Work Project Supervisor
Work Project Supervisor
Transition Workforce Employment Specialist
Security Officer

Cortland –Staff - **21**

Probation Director
Secretary II

Keyboard Specialist

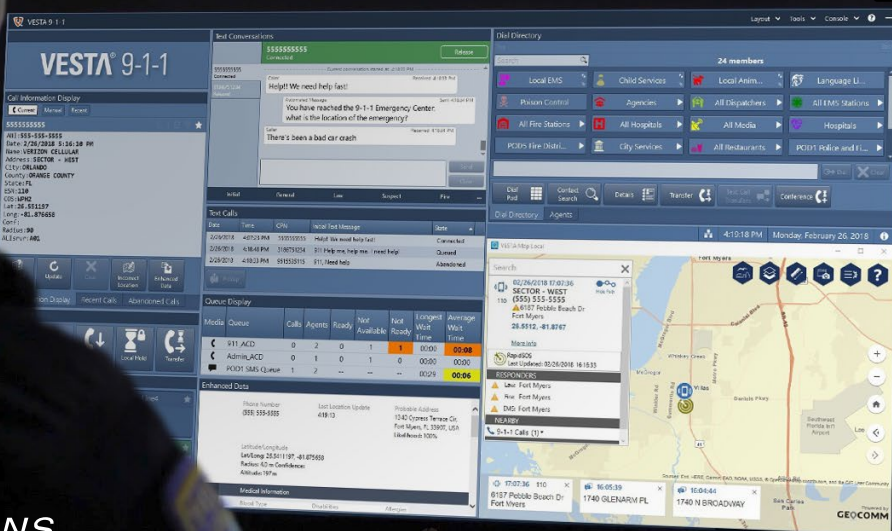
Principal Account Clerk
Probation Assistant

Probation Supervisor – Criminal Court
Probation Supervisor – Family Court

Sr. PO – DWI, Drug Treatment Court
Sr. PO – NYSPIN, Juvenile Sex Offenders
Sr. PO – Sexual Offenders
Sr. PO – Domestic Violence, Training
Sr. PO – PINS – **State Funded**
Sr. PO – PINS – **State Funded**

7 POs

Alternatives to Incarceration Coordinator


MOTOROLA SOLUTIONS


Budgetary Proposal
Cortland County, New York

VESTA 9-1-1 Miscellaneous Hardware

May 22, 2023

The Information provided in this budgetary submission is provided for evaluation purposes only and does not constitute a binding offer to sell or license any Motorola Solutions product or services. Motorola Solutions is making no representation, warranties, or commitments with respect to pricing, products, payment terms, credit, or terms and conditions. A firm offer would require more information and further detailed analysis of the requirements.

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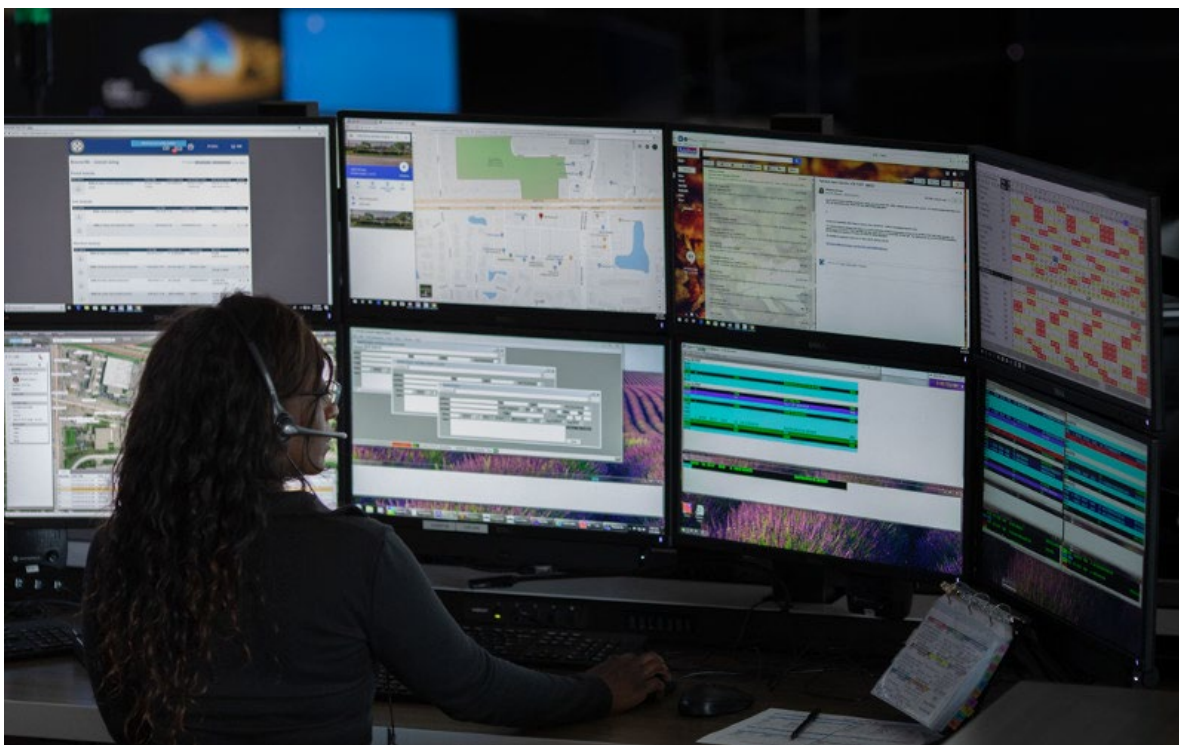
Section 1

Introduction

Motorola Solutions is proud to present this budgetary proposal for some VESTA® 9-1-1 hardware components for Cortland County, NY move from their current Host A center located at 54 Greenbush Street, Cortland, NY to 22 West Court Street, Cortland, NY. The Hardware identified in this proposal will be use to support testing of the new WAN Network between the existing Host B and the new Host A as well as enable Motorola Solutions to just move the servers from the old Host A to the new location.

Cortland County will reuse all existing workstation and monitors but will be replacing the current Sound Arbitration Modules (SAM). New SAM will be install at the new Host A location. Cortland County will be responsible for uninstalling the existing SAM modules at the Greenbush location and use them as potential spares.

Along with these additional hardware components, Motorola Solutions has included optional pricing to add one (1) additional Call Taker position to the Host A location per the request of Cortland County.



Section 2

Hardware Components

2.1 Summary of Budgetary Offer

Cortland County – Host A

- (6) Sound Arbitration Unit (SAM) t
- (4) 9200 Switches
- (2) Mediant 1000B Chassis
- (1) 7ft Equipment Rack with 19" Monitor and 8 Port KVM Switch
- (1) 200VA UPS

Optional

- (1) Call Taker position with single 24-inch LED monitor, VESTA 9-1-1 Enhanced Operations license

At each position:

- 24-key Genovation keypad with 25ft cable
- Handset and Cord
- VESTA® 9-1-1 IRR per seat license
- VESTA® Analytics per seat license

System-wide

- Installation, testing, services by Motorola Solutions
- Project management Support

Section 3

Preliminary Equipment List

3.1 Cortland County PSAP – Host A Hardware

VESTA® 9-1-1

Qty.	Part No.	Description	List Price	Offer Price	U/M	Total
6	853030-00302	VESTA® Workstation Equipment V911 SAM HDWR KIT	\$2,520.00	\$2,329.32	EA	\$13,975.92
2	04000-09206	Network Equipment SWITCH 9200 24-PORT W/24X7 5YR	\$6,977.00	\$6,558.38	EA	\$13,116.76
2	04000-09211	SWITCH 9200 NETWORK EXP MOD 1GB <i>Note: Part number includes switch and warranty.</i>	\$443.00	\$416.42	EA	\$832.84
2	04000-02919	USB CONSOLE CBL	\$120.00	\$112.80	EA	\$225.60
2	04000-00129	Peripherals & Gateways MED 1000B CHASSIS BNDL	\$2,294.00	\$2,156.36	EA	\$4,312.72
1	870890-74901	V911 M1KB FIRMWARE SW SPT M1000	\$0.00	\$0.00	EA	\$0.00
2	04000-00190	GATEWAY 5YR	\$3,000.00	\$2,820.00	EA	\$5,640.00
3	04000-00116	MED 1000 FXO-LS BNDL	\$433.00	\$407.02	EA	\$1,221.06
2	04000-00119	MED 1000 FXS-O BNDL	\$415.00	\$390.10	EA	\$780.20
1	06500-55053	Rack & Peripheral Equipment 7FT EQUIPMENT RACK 19IN	\$442.00	\$415.48	EA	\$415.48
1	63000-192610	MNTR LCD 19IN	\$284.00	\$266.96	EA	\$266.96
1	04000-00809	KVM 8-PORT SWITCH USB	\$530.00	\$498.20	EA	\$498.20
1	06200-01300	UPS Equipment <i>Note: UPS products are non-cancelable / non- returnable once ordered.</i> 2000VA SECURITY II UPS L5-20P	\$2,817.50	\$2,648.92	EA	\$2,648.92

Preliminary Equipment List

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3.3 Optional (1) Call Taker Position

VESTA® 9-1-1

Qty.	Part No.	Description	List Price	Offer Price	U/M	Total
		VESTA® 9-1-1 Advanced Enhanced Operations				
1	PS-0SQ-VSML	VS BSC MLTP PER SEAT LIC	\$3,000.00	\$2,820.00	EA	\$2,820.00
1	PA-0AD-VSSL	VADV LIC ADD-ON	\$0.00	\$0.00	EA	\$0.00
1	SS-0AD-VSSL-5Y	SPT VADV 5YR	\$7,350.00	\$6,909.00	EA	\$6,909.00
		VESTA® 9-1-1 IRR Module				
1	873099-00502	V911 IRR LIC/MED	\$1,493.00	\$1,403.42	EA	\$1,403.42
1	809800-35114	V911 IRR SW SPT 5YR	\$896.00	\$842.24	EA	\$842.24
		VESTA® Workstation Equipment				
1	61000-409620	DKTP ELITE MINI 800 G6 W/O OS	\$1,437.00	\$1,350.78	EA	\$1,350.78
1	04000-00448	WINDOWS 10 LTSC LIC 21H2	\$142.00	\$133.48	EA	\$133.48
1	63000-241692	MNTR 24IN FP WIDE SCR LED	\$476.25	\$447.44	EA	\$447.44
1	64007-50022	KEYPAD 24-KEY USB CBL 25FT	\$154.00	\$144.76	EA	\$144.76
1	65000-00197	KIT CBL DP/USB 15FT EXT HDST 4W MOD ELEC MIC	\$27.00	\$25.38	EA	\$25.38
1	02800-20501	BLK HDST CORD 12FT 4W MOD	\$47.00	\$44.18	EA	\$44.18
1	03044-20000	BLK	\$5.00	\$4.70	EA	\$4.70
1	809800-35109	V911 IWS CFG	\$400.00	\$376.00	EA	\$376.00
1	809800-35108	V911 IWS STG FEE CPR/SYSPREP MEDIA	\$600.00	\$564.00	EA	\$564.00
1	870890-07501	IMAGE	\$0.00	\$0.00	EA	\$0.00
VESTA 9-1-1 Subtotal						\$15,065.38

VESTA® Analytics

Qty.	Part No.	Description	List Price	Offer Price	U/M	Total
		VESTA® Analytics Standard - Multi Product Purchase				
1	PA-MSG-ASSL	V-ANLYT STD PER SEAT LIC	\$975.00	\$916.50	EA	\$916.50
1	SA-MSG-ALSL-5Y	SPT V-ANLYT STD 5YR	\$683.00	\$642.02	EA	\$642.02

Preliminary Equipment List

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1	809800-51012	ECH SERVICE MGMT PER POS 1YR <i>Note: Year 3</i>	\$388.90	\$365.57	EA	\$365.57
1	809800-51012	ECH SERVICE MGMT PER POS 1YR <i>Note: Year 4</i>	\$388.90	\$365.57	EA	\$365.57
1	809800-51012	ECH SERVICE MGMT PER POS 1YR <i>Note: Year 5</i>	\$388.90	\$365.57	EA	\$365.57
			VESTA Services Subtotal			\$15,327.85

Preliminary Equipment List

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Section 4

Budgetary Pricing Summary

Summary - 5 YEAR		
<u>MISC Hardware</u>		
Hardware/Software	\$	52,469.86
Implementation, Project Management Support	\$	87,424.32
Software Support	\$	5,640.00
VESTA 9-1-1	\$	145,534.18
<u>Optional Items</u>		
Add Position	\$	35,657.23

* Quote is valid for 90 days from the date of this proposal.

** Motorola Solutions is making no representation, warranties, or commitments with respect to pricing, products, payment terms, credit, or terms and conditions. A firm offer would require more information and further detailed analysis of the requirements.



Personnel Change Justification Form

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

Position Name (s): Create ATI Officer Abolish _____

Bargaining Unit: CSEA

Purpose and Background:

ATI Department was placed under Probation Department several years ago. The ATI Director position was renamed ATI Officer, however, the position specifications were not updated. Probation Director took on many of the administration responsibilities of the ATI Program. Community Service Worker was changed to being supervised by the Probation Director. Community Service Worker position was eliminated and Probation Assistant assumed these duties.

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

Current Grade/Salary of Position: Grade 16 Salary Range \$ 45,866 starting \$47,695

Requested Grade/Salary of Position: Grade 14 Salary Range \$ 40,130 starting \$44,571

Annual Increase: \$ decrease County Share: \$ -3,124 # of Positions Affected: 1

Goals:

To have the position specifications and responsibilities more accurately reflect the position as it has evolved.

Operational Impact:

Will have no operation impact. It is a cost savings opportunity.

Requested By:

Michelle Roberts
Signature of Requesting Department Head

5/22/23
Date

Personnel Officer Approval

Travis Zeman
Signature of Personnel Officer

5/23/23
Date

County Administrator Budget Impact Statement:

Net Savings to County

County Administrator Approval

Robert R...
Signature of County Administrator

5/23/2023
Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date