



Cortland County Legislature

Legislative Session

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

~ Minutes ~

Thursday, June 23, 2022

6:00 PM

Board Room

Salute to the Flag

Public Hearings

1. Local Law "F" of 2022 - a Local Law Abolishing the Elected Office of County Treasurer

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

2. Proposed Tompkins Cortland Community College 2022-2023 Operating Budget

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

3. Local Law "G" of 2022 a Local Law Further Amending Local Law 2 of 1972 - a Local Law Reapportioning the County of Cortland

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

Call to Order

The meeting was called to order at 6:05 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	Present	
Christopher Newell	Cortland County, NY	Legislator	Present	
Joseph Nauseef	Cortland County, NY	Legislator	Present	
Eugene Waldbauer	Cortland County, NY	Legislator	Present	
Sandra Price	Cortland County, NY	Legislator	Present	
George Wagner	Cortland County, NY	Majority Leader	Present	
Paul Heider	Cortland County, NY	Legislator	Present	
Mitchel Eccleston	Cortland County, NY	Legislator	Present	

Approval of Minutes

1. Cortland County Legislature - Legislative Session - May 26, 2022 6:00 PM

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

Privilege of the Floor

Proclamations & Recognitions

1. Proclaiming July 26, 2022 as Americans with Disabilities Act Awareness Day

RESULT:	COMPLETED
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2. Recognizing McGraw Central School Clay Target/Trap Club

RESULT:	COMPLETED
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Presentation of Petitions, Communications, and Notice

Receive and File

1. 2022 State of the County

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

2. Receive & File 2021 Annual Report - Department of Social Services

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

Reports of Standing, Special and Ad Hoc Committees

Articles Postponed to Day Certain

Unfinished Business

AGENDA ITEM NO. 1 – Local Law 6 of 2022 - a Local Law to Adopt Amendments to the New York State Open Meetings Law for the Expanded Use of Videoconferencing

RESULT:	ADOPTED [13 TO 3]
MOVER:	Richard Stock, Legislator
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Harbin, Bischoff, Wilson, Stock, Fitch, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Heider, Eccleston
NAYS:	Ronald J. Van Dee, Linda Jones, George Wagner
EXCUSED:	Ann Homer

ON MOTION OF STOCK

RESOLUTION NO. 149-22

Local Law 6 of 2022 - a Local Law to Adopt Amendments to the New York State Open Meetings Law for the Expanded Use of Videoconferencing

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

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

SECTION 1. PURPOSE

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

SECTION 2. CONDITIONS

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

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

SECTION 3. EFFECTIVE DATE

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

SECTION 4. SEVERABILITY

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

SECTION 5. EXPIRATION

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

New Business

Resolutions

Resolutions from the Chair

AGENDA ITEM NO. 2 – Appoint Members - Central New York Regional Planning and Development Board

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

ON MOTION OF FITCH

RESOLUTION NO. 150-22

Appoint Members - Central New York Regional Planning and Development Board

WHEREAS, Cortland County has two vacancies on the Central New York Regional Planning and Development Board due to one resignation and one open seat for a Cortland County representative, 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
Scott Steve	Local Elected Official	Term expires 12/31/22
Patrick Clune	At-Large Representative	Term expires 12/31/22

AGENDA ITEM NO. 3 – Designate Director of Planning as Certifying Officer for Environmental Reviews - CDBG Cares Act Funding

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, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
EXCUSED:	Ann Homer

ON MOTION OF FITCH

RESOLUTION NO. 151-22

Designate Director of Planning as Certifying Officer for Environmental Reviews - CDBG Cares Act Funding

WHEREAS, the National Environmental Policy Act of 1969 (NEPA) established national policies, goals and procedures for protecting, restoring and enhancing environmental quality, AND

WHEREAS, NEPA requires environmental reviews to be conducted before proceeding with actions that may affect the environment, AND

WHEREAS, activities funded with New York State Community Development Block Grant (CDBG) funds require environmental reviews, AND

WHEREAS, all recipients must designate a Certifying Officer and certify to their responsibility for acting as the Responsible Entity for conducting environmental reviews, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby designates the Cortland County Planning Director, Trisha Jesset, P.E., as the Certifying Officer for Cortland County, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature be and hereby certifies that the Cortland County Planning Director, Trisha Jesset, P.E., is authorized and responsible for acting as the Responsible Entity for conducting environmental reviews, AND BE IT FURTHER

RESOLVED, that the Chair of the Legislature and/or County Administrator be and hereby authorized to execute necessary documents for said purposes.

AGENDA ITEM NO. 4 – Local Law 7 of 2022 - a Local Law Further Amending Local Law 2 of 1972 - a Local Law Reapportioning the County of Cortland

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, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
EXCUSED:	Ann Homer

ON MOTION OF FITCH

RESOLUTION NO. 152-22

Local Law 7 of 2022 - a Local Law Further Amending Local Law 2 of 1972 - a Local Law Reapportioning the County of Cortland

WHEREAS, the four (4) month timeline for the Redistricting Commission as established by Local Law 4 of 2022, which amended Local Law 2 of 1972 by extending the timeline by one (1) month for the Redistricting Commission to make recommendations, if necessary, in the form of a proposed local law as to changes in the boundaries of county legislative districts, has proven insufficient as the proposed local law failed to be approved at the Legislative Session held on May 26, 2022, AND

WHEREAS, it is the desire of the members of the Legislature to permit the members of the Redistricting Commission sufficient time to further consider the impact public input and proposed changes in districts and/or district lines may have on the Redistricting Commission's ability to ensure proposed reconfigured maps comply with all the regulations and technical criteria set forth in, and mandated by, state law, AND

WHEREAS, there was a significant delay in the release of the 2020 Census figures by the Federal Government, AND

WHEREAS, there is an ongoing COVID pandemic, AND

WHEREAS, the deadline for preparation and submission of a new proposed law to the County Legislature of at least 90 days prior to the next general election is insufficient given the issues articulated above, **NOW THEREFORE**

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

Local Law 2 of 1972 is hereby amended as follows:

Article 1:

That Section 206, Paragraph 4, Sentence 2 of Local Law 2 of 1972, as amended by Local Law 4 of 2022, is hereby amended by replacing the existing sentence 2 with the following:

If such local law is defeated either upon presentation to the Legislature or in a referendum, the Redistricting Commission shall be reactivated to study and prepare a new proposed law for submission to the County Legislature within twelve (12) months from the reactivation of the Commission, subject to the same procedures and requirements as provided above.

Article 2:

Effective Date: This local law shall take effect immediately upon filing in the Office of the Secretary of State in accordance with the requirements of the Municipal Home Rule Law.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 5 – Authorize Agreement with KONE/Amend 2022 Budget for Elevator Repairs and Modernization - Buildings & Grounds Department

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

ON MOTION OF HEIDER

RESOLUTION NO. 153-22

Authorize Agreement with KONE/Amend 2022 Budget for Elevator Repairs and Modernization - Buildings & Grounds Department

WHEREAS, there is a need to address repairs and modernization to the elevator at the Cortland County Office Building, AND

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

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

WHEREAS, KONE, Inc. is currently under contract with OMNIA purchasing network, AND

WHEREAS, the Building and Grounds Committee recommends the approval of KONE, Inc. of 836 North State Street, Syracuse, New York 13208 for repairs and modernization of the elevator at the Cortland County Office Building for a cost not to exceed \$100,000, AND

WHEREAS, the Buildings and Grounds Committee is recommending using the Buildings and Grounds Capital Reserve, account no. A.386300.B&G, to fund the cost of repairs and modernization to the elevator at the Cortland County Office Building, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with KONE, Inc. of 836 North State Street, Syracuse, New York 13208 for the repairs and modernization to the elevator at the Cortland County Office Building, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes the use of up to \$100,000 from the Buildings & Grounds Capital Reserve, account no. A.386300.B&G for repairs and modernization of the elevator at the Cortland County Office Building, AND BE IT FURTHER

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

Increase:

<u>Account</u>	<u>Amount</u>
A16205.52320 Building Improvements	\$100,000

Referred from Highway Committee

AGENDA ITEM NO. 6 – Authorize Creation of Road Machinery Capital Reserve Fund - Highway Department

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

ON MOTION OF NEWELL

RESOLUTION NO. 154-22

Authorize Creation of Road Machinery Capital Reserve Fund - Highway Department

WHEREAS, per Cortland County Policy No. 003.006, Fund Balance Policy, Road Machinery Fund assigned fund balance at year end over \$750,000 is to be placed in a capital reserve for equipment and capital projects, AND

WHEREAS, at year ended December 31, 2021, the Road Machinery Fund had an assigned fund balance of \$1,589,676, AND

WHEREAS, that pursuant to Section 6-c of General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the Road Machinery Capital Reserve Fund and the purpose of this reserve fund is to accumulate moneys to finance the cost of highway equipment costing \$100,000 or more individually, or to fund costs of highway related capital projects, not including roads, bridges or culverts, NOW THEREFORE BE IT

RESOLVED, that the Chief Fiscal Officer is hereby directed to deposit and secure the moneys of this reserve fund in the manner provided by Section 10 of General Municipal Law, AND BE IT FURTHER

RESOLVED, that the Chief Fiscal Officer may invest the moneys in the reserve fund in the manner provided by Section 11 of General Municipal Law and consistent with the investment policy of the County, and any interest earned or capital gains/losses realized on the moneys so deposited or invested shall accrue to and become part of the reserve fund, AND BE IT FURTHER

RESOLVED, that the Director of Finance shall account for the reserve fund in a manner which maintains the separate identity of the reserve fund and shows the date and amount of each sum paid into the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Cortland County Legislature a detailed report of the operation and condition of the reserve fund, AND BE IT FURTHER

RESOLVED, that expenditures from this reserve fund shall be made only for the purpose for which the reserve fund is established and no expenditure shall be made from this reserve fund without the approval of the Cortland County Legislature, AND BE IT FURTHER

RESOLVED, that the Director of Finance is authorized to place \$839,676 in reserve account

E386300.CAP to be used only for the specified uses above, AND BE IT FURTHER

RESOLVED, the County Treasurer is authorized to invest these funds in accordance with the County's investment policy.

AGENDA ITEM NO. 7 – Authorize Agreement for Vehicle Inspection Services - Highway Department

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

ON MOTION OF NEWELL

RESOLUTION NO. 155-22

Authorize Agreement for Vehicle Inspection Services - Highway Department

WHEREAS, the New State Department of Motor Vehicles has entered into a contract with Opus Inspection (Opus) to provide the electronic vehicle inspection equipment, AND

WHEREAS, Opus is the company selected by the New York State Department of Motor Vehicles to provide the electronic data transfer necessary to conduct motor vehicle inspections, AND

WHEREAS, Opus will provide the necessary network services that allows the NYVIP3 Computerized Vehicle Inspection System (CVIS) to connect to the Vehicle Information Database (VID), AND

WHEREAS, the costs associated with the necessary electronics hardware and software from Opus Inspections is estimated not to exceed \$1,695.00 and shall be charged to account no. E51305.52060, AND

WHEREAS, it is in the best interest of the County Highway Department to maintain the ability to continue to perform vehicle inspections, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval as to form by the County Attorney or designee, is hereby authorized to execute an agreement with Opus Inspection, 7 Kripes Road, East Granby, CT 06026, expiring December 1, 2029, AND BE IT FURTHER

RESOLVED, that the \$0.436 transaction fee charge for each vehicle inspection shall be charged to account no. E51305.54300.

AGENDA ITEM NO. 8 – Abolish Four Positions of Motor Equipment Operator/Create Four Positions of Motor Equipment Operator Trainee/Motor Equipment Operator - Highway Department

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

ON MOTION OF NEWELL

RESOLUTION NO. 156-22

Abolish Four Positions of Motor Equipment Operator/Create Four Positions of Motor Equipment Operator Trainee/Motor Equipment Operator - Highway Department

WHEREAS, the needs of the agency will be better served by abolishing four (4) full-time positions of Motor Equipment Operator and creating four (4) full-time positions of Motor Equipment Operator Trainee/Motor Equipment Operator, AND

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

RESOLVED, that four (4) positions of Motor Equipment Operator (Grade 14 Highway Salary Chart, CSEA, \$20.1507-25.3763/hr, non-competitive class, full-time, 40 hours/week with benefits) be and hereby are abolished effective June 23, 2022 at midnight, AND BE IT FURTHER

RESOLVED, that four (4) positions of Motor Equipment Operator Trainee/Motor Equipment Operator (Grade 11, CSEA, \$19.0072-23.9385, pending jurisdictional classification, full-time, 40 hours/week with benefits OR Grade 14 Highway Salary Chart, CSEA, \$20.1507-25.3763/hr, non-competitive class, full-time, 40 hours/week with benefits) be created with permission to fill effective June 23, 2022 at 12:01 a.m.

AGENDA ITEM NO. 9 – Reappoint Superintendent of Highways - Highway Department

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

ON MOTION OF NEWELL

RESOLUTION NO. 157-22

Reappoint Superintendent of Highways - Highway Department

WHEREAS, the Cortland County Legislature, through Resolution No. 317-18, appointed Charles Sudbrink as the Superintendent of Highways on October 1, 2018 for a four-year term ending October 1, 2022 pursuant to Section 100 of New York State Highway Law, AND

WHEREAS, the County Administrator, pursuant to Section 5 of Local Law No. 7 of year 2002 is responsible for making recommendations to the County Legislature for the appointment of each department head, AND

WHEREAS, the County Administrator, after evaluation, recommends the reappointment of Charles Sudbrink as the Superintendent of Highways , AND

WHEREAS, the Highway Committee, after conducting their evaluation and reviewing the evaluation and recommendation of the County Administrator, concurs with the County Administrator's recommendation of reappointment, NOW THEREFORE BE IT

RESOLVED, that Charles Sudbrink be and is hereby appointed for a term commencing October 1, 2022, and ending September 30, 2026, and shall be compensated in accordance with the Management and Management Confidential Compensation Policy as may be amended from time to time.

Referred from Health & Human Services Committee

AGENDA ITEM NO. 10 – Amend 2022 Budget/Accept CMC6 American Rescue Plan for Nutrition Services - Title IIIC - Area Agency on Aging

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

ON MOTION OF PRICE

RESOLUTION NO. 158-22

Amend 2022 Budget/Accept CMC6 American Rescue Plan for Nutrition Services - Title IIIC - Area Agency on Aging

WHEREAS, the New York State Office for the Aging has made available the sum of \$39,776 under the American Rescue Plan for Nutrition Services for the period April 1, 2021 through September 30, 2024, AND

WHEREAS, these funds are to be used for COVID disaster relief services, NOW THEREFORE BE IT

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

Increase:

Revenues:

A677444.44772.CMC6	Federal Aid - CMC6	\$39,776
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Expenses:

A67745.52030.CMC6	Vehicle	\$22,385
A67745.54800.CMC6	Program Expense	\$8,891
A67745.54055.CMC6	Professional Services	\$8,500

, AND BE IT FURTHER

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

AGENDA ITEM NO. 11 – Amend 2022 Budget to Accept Unmet Need Funding - Area Agency on Aging

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

ON MOTION OF PRICE

RESOLUTION NO. 159-22

Amend 2022 Budget to Accept Unmet Need Funding - Area Agency on Aging

WHEREAS, the New York State Office for the Aging has allocated one-time supplement funds in the amount of \$85,000 for services under Unmet Need, AND

WHEREAS, Unmet Need funding for the Area Agency on Aging is allocated annually for the period of April 1 through March 31, AND

WHEREAS, the supplemental funds need to be added to the 2022 budget, NOW THEREFORE BE IT

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

Increase:

Expenses:

A67725.52030.UNAS	Vehicle	\$50,000
A67725.54005.UNAS	Professional Services	\$30,000
A67725.54800.UNAS	Program Expense	\$5,000

Revenues:

A677243.43772.UNAS State Aid - Unmet Need \$85,000

, AND BE IT FURTHER

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

AGENDA ITEM NO. 12 – Authorize Award of Transit Vehicle - One (1) 12 Passenger, Two (2) Wheelchair Accessible 2020 Ford E-350 Transit Vehicle - Area Agency on Aging

RESULT:	ADOPTED [12 TO 4]
MOVER:	Sandra Price, Legislator
SECONDER:	Susan Wilson, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Fitch, Newell, Nauseef, Waldbauer, Price, Heider
NAYS:	Linda Jones, Kelly L. Fairchild-Preston, George Wagner, Mitchel Eccleston
EXCUSED:	Ann Homer

ON MOTION OF PRICE

RESOLUTION NO. 160-22

Authorize Award of Transit Vehicle - One (1) 12 Passenger, Two (2) Wheelchair Accessible 2020 Ford E-350 Transit Vehicle - Area Agency on Aging

WHEREAS, the Cortland County Area Agency on Aging must offer transportation from outlying areas of the County to the Age Well Center in Cortland to individuals over 60 years of age as part of the senior center restructuring plan as approved by the New York State Office for Aging and the Cortland County Legislature in 2021, AND

WHEREAS, the Cortland County Area Agency on Aging is in need of one (1) 12 Passenger, two (2) wheelchair, wheelchair accessible 2020 Ford E-350 Transit Vehicle, AND

WHEREAS, one 12 passenger, 2 wheelchair, wheelchair accessible 2020 Ford E-350 Transit Vehicle is available from the NYS OGS Mini Bid # 10252, AND

WHEREAS, the monies to purchase the new transit vehicle are included in the 2022 Cortland County Area Agency on Aging Budget, AND

WHEREAS, the Director of the Cortland County Area Agency on Aging has recommended the purchase of the one (1) 12 Passenger, two (2) wheelchair, wheelchair accessible 2020 Ford E-350 Transit Vehicle from Creative Bus Sales, AND

WHEREAS, the amount is not to exceed \$100,000, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Area Agency on Aging be and is hereby authorized and directed to make payment from Account A67745.52030.CMC6, A67745.52030.HDC5, A67725.52030.17BIP, and A6772.52030.UNAS accounts for the purchase of one (1) 2020 Ford E-350 Transit Vehicle.

AGENDA ITEM NO. 13 – Reallocate Salary Grade for Staff Development Coordinator - Department of Social Services

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

ON MOTION OF PRICE

RESOLUTION NO. 161-22

Reallocate Salary Grade for Staff Development Coordinator - Department of Social Services

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for Staff Development Coordinator in the Department of Social Services, AND

WHEREAS, it is recommended that the aforesaid position that is in the CSEA #6550 Unit be reallocated from Grade 18 (\$24.0458-\$30.2843) to Grade 20 (\$25.8275-\$32.5285), NOW THEREFORE BE IT

RESOLVED, that the position of Staff Development Coordinator is hereby reallocated from Grade 18 to Grade 20 effective June 27, 2022.

Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 14 – Authorize One Time County Support to the Soil & Water Conservation District for Harvester at Little York Lake

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

ON MOTION OF HARBIN

RESOLUTION NO. 162-22

Authorize One Time County Support to the Soil & Water Conservation District for Harvester at Little York Lake

WHEREAS, Little York Lake is in need of weed removal and harvesting due to invasive species and excessive weeds growing in the lake, AND

WHEREAS, the Cortland County Soil and Water Conservation District is in need of assistance to fund the harvester at Little York Lake, AND

WHEREAS, the Agriculture, Planning and Environmental Committee recommends supporting the Soil and Water Conservation District with one time funding for the harvesting of weeds at Little York Lake, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with Cortland County Soil and Water Conservation District for one time funding for the harvesting of weeds at Little York Lake in the amount of \$2,500, AND BE IT FURTHER

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

INCREASE:

A87105.54815	SWCD	\$2,500
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A359900	Appropriated Fund Balance	\$2,500
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Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 15 – Authorize Creation of One Police Officer (Deputy Sheriff) - Sheriff's Department

Ms. Preston MADE A MOTION TO AMEND the resolution to add the following as a final RESOLVED clause:

"RESOLVED, that this position is dependent on funding and will be abolished with the termination of funding."

Ms. Jones SECONDED THE MOTION TO AMEND, and upon voice voted of members present, the AMENDMENT WAS APPROVED.

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 163-22

Authorize Creation of One Police Officer (Deputy Sheriff) - Sheriff's Department

WHEREAS, Marathon School District is in need of a School Resource Officer (SRO) in the form of a Police Officer (Deputy Sheriff) from the Sheriff's Department, AND

WHEREAS, Marathon School District received a two (2) year grant to fund the position, fringe and vehicle expenses for ten (10) months for each of the next two (2) years, AND

WHEREAS, the County will be responsible for the funding of the additional two (2) months of each of the next two (2) years, AND

WHEREAS, an additional employee would be beneficial to the Cortland County Sheriff's Department during the summer months to lessen the need for overtime, AND

WHEREAS, the Judiciary and Public Safety Committee recommends the creation of one (1) Police Officer (Deputy Sheriff), competitive class, \$26.8575-35.67/hr, CPAC contract, full-time with benefits, NOW THEREFORE BE IT

RESOLVED, that one position of Police Officer (Deputy Sheriff), competitive class, \$26.8575-35.67/hr, CPAC contract, full-time with benefits, be and hereby is created with approval to fill effective June 24, 2022, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized to enter into an agreement with Marathon Central School District for said purposes, AND BE IT FURTHER

RESOLVED, that this position is dependent on funding and will be abolished with the termination of funding.

AGENDA ITEM NO. 16 – Amend 2022 Budget and Transfer Funds to Medical Supplies -Sheriff

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 164-22

Amend 2022 Budget and Transfer Funds to Medical Supplies -Sheriff

WHEREAS, the Cortland County Sheriff's Office has expended the 2022 budget line for medical supplies for jail inmates, AND

WHEREAS, it is anticipated that the County jail will continue the need for medical supplies for

jail inmates, NOW THEREFORE BE IT

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

Increase:

Expense:		
Medical Supplies	A31505.54006	\$67,000
Approp. Fund Balance	A359900	\$67,000

AGENDA ITEM NO. 17 – Authorize Agreement/Accept Grant Third Upstate Quality Improvement and Caseload Reduction Grant - Public Defender

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 165-22

Authorize Agreement/Accept Grant Third Upstate Quality Improvement and Caseload Reduction Grant - Public Defender

WHEREAS, to improve the quality of services provided under Article 18-B of County Law, the County Public Defender applied for the Third Upstate Quality Improvement and Caseload Reduction Grant (Contract No. C3RD611) with the NYS Office of Indigent Legal Services, AND

WHEREAS, NYS Office of Indigent Legal Services awarded Cortland County a reimbursable grant in the amount of \$300,000 to cover the time period July 1, 2020 to June 30, 2023; (Year 1, 07/01/2020 - 06/30/2021 in the amount \$100,000, Year 2, 07/01/2021 -06/30/2022 the amount \$100,000, Year 3, 07/01/2022 - 06/30/2023) and any extended years, AND

WHEREAS, this grant money shall be used to continue to provide salary and fringe benefits funding for a full-time Assistant Public Defender position to alleviate the workload and case burden in the Public Defender's office, AND

WHEREAS, this grant money shall also be used to continue to provide salary and fringe benefits funding for a part-time Client Liaison Specialist position to assist attorneys in the day-to-day interaction with clients, including client ancillary projects for assistance with resources provided by third parties, AND

WHEREAS, as required by the County or NYS Office of Indigent Legal Services, the Public Defender shall collect and report data annually, in statistical and narrative form, to measure this project and shall continuously analyze and evaluate case outcomes to ensure effective use of the funds, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized and directed to sign an agreement with NYS Office of Indigent Legal Services for a term of July 1, 2020 through June 30, 2023 and any extended years, AND BE IT FURTHER

RESOLVED, the Director of Finance shall carryover all unused grant funds to the subsequent

year(s) budget covered by the grant, per the approved grant agreement.

AGENDA ITEM NO. 18 – Authorize Agreement/Accept Funds Indigent Legal Services Distribution No. 12 - Public Defender

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 166-22

Authorize Agreement/Accept Funds Indigent Legal Services Distribution No. 12 - Public Defender

WHEREAS, the NYS Office of Indigent Legal Services has awarded the Cortland County Public Defender's Office \$150,522.00 for the multi-year period from January 1, 2022, to December 31, 2024, payable \$50,174.00 in year 1 (2022), \$50,174.00 in year 2 (2023) and \$50,174.00 in year 3 (2024) to improve the quality of mandated indigent legal representation, AND

WHEREAS, this grant money shall be used to continue to provide salary and fringe benefits funding for Secretary II services within the Public Defender's office, AND

WHEREAS, as required by the County or NYS Office of Indigent Legal Services, the Public Defender shall collect and report data annually, in statistical and narrative form, to measure this project and shall continuously analyze and evaluate case outcomes to ensure effective use of the funds, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney, is hereby authorized and directed to sign an agreement with NYS Office of Indigent Legal Services, AND BE IT FURTHER

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

AGENDA ITEM NO. 19 – Abolish One Position of Assistant District Attorney/Create One Position of Associate Attorney (Office of the District Attorney)/Assistant District Attorney - District Attorney's Office

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

ON MOTION OF FAIRCHILD-PRESTON

RESOLUTION NO. 167-22

Abolish One Position of Assistant District Attorney/Create One Position of Associate Attorney (Office of the District Attorney)/Assistant District Attorney - District Attorney's Office

WHEREAS, the needs of the department will be better served by abolishing one (1) full-time position of Assistant District Attorney and creating one (1) full-time position of Associate Attorney (Office of the District Attorney)/Assistant District Attorney, AND

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

RESOLVED, that one (1) position of Assistant District Attorney (Grade 6, Management Compensation Plan, \$72,247-96,160, exempt class, full-time, 35 hours/week with benefits) be and hereby is abolished effective June 23, 2022 at midnight, AND BE IT FURTHER

RESOLVED, that one (1) position of Associate Attorney (Office of the District Attorney)/Assistant District Attorney (Grade 7, Management Compensation Plan, \$67,206-89,451, pending jurisdictional classification, full-time 35 hours/week with benefits OR Grade 6, Management Compensation Plan, \$72,247-96,160, exempt class, full-time, 35 hours/week with benefits) be created with permission to fill effective June 24, 2022 at 12:01 a.m.

Referred from Government Operations Committee

AGENDA ITEM NO. 20 – Amend Drug Free Workplace Policy - Personnel Department

Mr. Harbin MADE A MOTION TO AMEND the policy to add, in Section 2. Policy, after the first paragraph to say, "does not include cannaboid hemp products as defined by New York State Office of Cannabis Management, such as products made containing CBD.", Ms. Jones SECONDED the motion, and upon voice vote of members present, the MOTION TO AMEND CARRIED. Mr. Wagner voted NO on the MOTION TO AMEND.

Mr. VanDee MADE A MOTION TO POSTPONE TO DATE CERTAIN, Mr. Wagner SECONDED THE MOTION, and a roll call vote took place 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	0
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	0
Stock (LD6)	2740		1	0
VanDee (LD4)	2743	1		2743
Wagner (LD 15)	2734	1		2734
Waldbauer (LD13)	2853		1	0
Wilson (LD5)	2744	1		2744
Chairman Fitch (LD8)	2990		1	0
Total	46346	8	9	22988
		Majority	24669	
		2/3rd	32892	

The MOTION TO POSTPONE TO DATE CERTAIN FAILED.

RESULT:	ADOPTED AS AMENDED [12 TO 4]
MOVER:	Richard Stock, Legislator
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Harbin, Wilson, Stock, Fitch, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Heider, Eccleston
NAYS:	Cathy Bischoff, Ronald J. Van Dee, Linda Jones, George Wagner
EXCUSED:	Ann Homer

ON MOTION OF STOCK

RESOLUTION NO. 168-22

Amend Drug Free Workplace Policy - Personnel Department

WHEREAS, the Cortland County Legislature adopted the Cortland County Drug Free Workplace Policy on 11/22/1989 with Resolution No. 596-89, AND

WHEREAS, the policy was amended with Resolution No. 119-10, AND

WHEREAS, there is a need to make changes to said policy, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Drug Free Workplace Policy be and hereby is amended effective June 23, 2022 as attached.

AGENDA ITEM NO. 21 – Amend Driver and Vehicle Use Policy

RESULT:	REFER TO COMMITTEE-VOTE [12 TO 4]
	Next: 8/11/2022 9:00 AM
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Jones, Newell, Nauseef, Waldbauer, Price, Wagner, Eccleston
NAYS:	Richard Stock, Kevin Fitch, Kelly L. Fairchild-Preston, Paul Heider
EXCUSED:	Ann Homer

ON MOTION OF STOCK

RESOLUTION NO.

Amend Driver and Vehicle Use Policy

WHEREAS, the Cortland County Legislature has adopted Resolution No. 187-19 which established the Cortland County Driver and Vehicle Use Policy on May 23, 2019, AND

WHEREAS, there is a need to make changes to said policy, NOW THEREFORE BE IT

RESOLVED, that the plan will be amended effective June 23, 2022 as attached.

AGENDA ITEM NO. 22 – Amend Smoking and Tobacco Use Policy - Personnel Department

RESULT:	REFER TO COMMITTEE-VOTE [12 TO 4]
	Next: 8/11/2022 9:00 AM
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Susan Wilson, Legislator
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Jones, Newell, Nauseef, Waldbauer, Price, Wagner, Eccleston
NAYS:	Richard Stock, Kevin Fitch, Kelly L. Fairchild-Preston, Paul Heider
EXCUSED:	Ann Homer

ON MOTION OF STOCK

RESOLUTION NO.

Amend Smoking and Tobacco Use Policy - Personnel Department

WHEREAS, the Cortland County Legislature adopted the Cortland County Smoking and Tobacco Use Policy on April 26, 2018 with Resolution No. 192-18, AND

WHEREAS, there is a need to make changes to said policy, NOW THEREFORE BE IT

RESOLVED, that the plan will be amended effective September 1, 2022 as attached.

Referred from Finance & Administration Committee

AGENDA ITEM NO. 23 – Authorize Agreement/Funding - Cortland County Business Development Corporation

Mr. VanDee MADE A MOTION TO AMEND the resolution to change the annual percentage increase to 3% for all four years of the contract, Mr. Heider SECONDED THE MOTION TO AMEND and a roll call vote took place as follows:

	Votes	AYE	NAY	Total
Bentley (LD1)	2744		1	0
Bischoff (LD3)	2743		1	0
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	0
Newell (LD11)	2837		1	0
Preston (LD10)	2995	1		2995
Price (LD14)	3344		1	0
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	0
Chairman Fitch (LD8)	2990		1	0
Total	46346	5	12	15298
		Majority	24669	
		2/3rd	32892	

The MOTION TO AMEND FAILED.

Following that, a roll call vote took place on agenda item no. 23 as follows:

	Votes	AYE	NAY	Total
Bentley (LD1)	2744	1		2744
Bischoff (LD3)	2743	1		2743
Eccleston (LD17)	3379		1	0
Harbin (LD2)	2747	1		2747
Heider (16)	3192		1	0
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	0
Wagner (LD 15)	2734	1		2734
Waldbauer (LD13)	2853	1		2853
Wilson (LD5)	2744	1		2744
Chairman Fitch (LD8)	2990	1		2990
Total	46346	12	5	31294
		Majority	24669	
		2/3rd	32892	

The MOTION CARRIED.

RESULT:	ADOPTED [12 TO 4]
MOVER:	George Wagner, Majority Leader
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Harbin, Bischoff, Wilson, Stock, Fitch, Jones, Newell, Nauseef, Waldbauer, Price, Wagner
NAYS:	Ronald J. Van Dee, Kelly L. Fairchild-Preston, Paul Heider, Mitchel Eccleston
EXCUSED:	Ann Homer

ON MOTION OF WAGNER

RESOLUTION NO. 169-22

Authorize Agreement/Funding - Cortland County Business Development Corporation

WHEREAS, it has been the custom and practice of the County to provide funding to the Business Development Corporation to promote and enhance economic development in Cortland County, NOW THEREFORE BE IT

RESOLVED, that in the next succeeding four (4) years (January 1, 2023 to December 31, 2026) the County shall fund the Business Development Corporation in the following amounts:

2023 - \$492,193 (8%)
2024 - \$516,803 (5%)
2025 - \$542,643 (5%)
2026 - \$569,775 (5%)

, AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized and directed to enter into an agreement, upon review and approval by the County Attorney or designee, and subject to

appropriation by the Legislature with the Cortland County Business Development Corporation in accordance with the above.

AGENDA ITEM NO. 24 – Proposed Local Law "F" of 2022 - a Local Law Abolishing the Elected Office of County Treasurer

RESULT:	ADOPTED [15 TO 1]
MOVER:	George Wagner, Majority Leader
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider
NAYS:	Mitchel Eccleston
EXCUSED:	Ann Homer

ON MOTION OF WAGNER

RESOLUTION NO. 170-22

Proposed Local Law "F" of 2022 - a Local Law Abolishing the Elected Office of County Treasurer

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

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

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

SECTION 1. Legislative Intent

- A. The County of Cortland is being increasingly required to administer various programs which are either unfunded or not adequately funded by the State and Federal governments. Such mandates, together with the revenue constraints of the County, require the best financial administration possible.
- B. It is the desire of the Cortland County Legislature, in its continuing efforts to upgrade the administration of County government, to ensure to the effective management of the fiscal responsibilities of the County of Cortland.
- C. The Cortland County Legislature finds that, through a more efficient administration of the various fiscal affairs of Cortland County, the County Legislature will be able to provide for better direction, control and coordination of Cortland County governmental finances. Further, the timely reporting of the County's fiscal position, statements of expenses and revenues, and cash flow will provide for improved day-to-day handling and management of the County's fiscal affairs.
- D. It is the intention of the Cortland County Legislature, through the enactment hereof; to provide for professional qualifications and professional background required of its Chief Fiscal Officer.
- E. The Director of Finance presently has the ultimate responsibility of the financial management activities of the County other than the collection of delinquent property taxes and other related activities undertaken by the County Treasurer. The Director of Finance is responsible for directing and maintaining the financial records of the County in the manner prescribed by the Office of the New York State Comptroller, as well as ensuring these record keeping activities are carried out ethically and in accordance with all applicable laws, rules, and regulations and

in accordance with accepted governmental accounting standards. The position also monitors and controls the fiscal operations of County departments and agencies through the analysis of required fiscal reports.

- F. It is the further intent of the Cortland County Legislature to provide for the transfer of the duties of Treasurer to the existing position of Director of Finance as the County's professional Chief Fiscal Officer; having the professional qualifications, education and experience necessary for the position; and abolishing the elective Office of County Treasurer. By a mandatory referendum in accordance with Municipal Home Rule Law, Section 10, it is the intent to eliminate the elected Office of County Treasurer and transfer the duties of Treasurer to the Director of Finance after a referendum conducted in all respects under the provision of Municipal Home Rule Law, Section 23.
- G. It is not the purpose or intent of the Cortland County Legislature in the adoption of this local law to curtail, diminish, transfer or divest the Cortland County Legislature of any of its functions, powers or duties.

SECTION 2. Abolishing the elective Office of County Treasurer

The elected position of County Treasurer as provided in Section 400, subparagraph 1 of the County Law is abolished effective December 31, 2023.

SECTION 3. No Divestiture of Powers And Duties of Legislature

Nothing contained in this local law shall operate or be construed to divest the Cortland County Legislature of any of its functions, powers and duties.

SECTION 4. Severability of Provisions

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

SECTION 5. Construction of Local Law

- A. This law shall be liberally construed to effectuate the purposes thereof and to provide an appointive chief fiscal officer in compliance with the requirements of law.
- B. It is intended that through this law all duties associated with the elective Office of County Treasurer be transferred to the already existing appointive Director of Finance.

SECTION 6. Conflict With Previous Local Laws and Resolutions

In the event of a conflict or inconsistency between this local law and any previous local laws or resolution of the County Legislature, this local law shall govern.

SECTION 7. Referendum

- A. The local law shall be placed on the ballot for the election to be held on November 8, 2022.
- B. The form of the proposition shall be as follows: "Shall the elective Office of County Treasurer be abolished and the duties of Treasurer be transferred to the existing position of Director of Finance

as the County's professional Chief Fiscal Officer in Cortland County as approved by the Cortland County Legislature in Local Law No. __ of 2022?"

SECTION 8. Effective Date

A. This local law shall take effect when all applicable statutory requirements for its passage and adoption have been complied with fully; and

B. This local law shall take effect when it has been duly filed in the Office of the Secretary of State and as provided by this local law.

AGENDA ITEM NO. 25 – Authorization to Create Opioid Reserve - Finance Department

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

ON MOTION OF WAGNER

RESOLUTION NO. 171-22

Authorization to Create Opioid Reserve - Finance Department

WHEREAS, Resolution No. 238-21 and Resolution No. 287-21 authorized acceptance of settlements related to action against opioids, distributors of opioids and chain pharmacies, AND

WHEREAS, Resolution No. 238-21 and Resolution No. 287-21 resolved that all settlement monies be set aside in a special reserve to address the opioid crisis in Cortland County, NOW THEREFORE BE IT

RESOLVED, that Special Reserve account A386300.OPD be created to account for all monies received and disbursed as part of the opioid settlement, AND BE IT FURTHER

RESOLVED, these monies are to be spent per the guidelines set by the NYS Office of the Attorney General as attached to this resolution and upon approval by the County Legislature.

AGENDA ITEM NO. 26 – Adopt 2022-2023 Tompkins Cortland Community College Operating Budget

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

ON MOTION OF WAGNER

RESOLUTION NO. 172-22

Adopt 2022-2023 Tompkins Cortland Community College Operating Budget

WHEREAS, the Board of Trustees of Tompkins Cortland Community College has presented to this Legislature an Operating Budget for the college fiscal year September 1, 2022 through August 31, 2023, AND

WHEREAS, a public hearing on said budget has been held on June 23, 2022, and heard all persons wishing to speak on this topic, pursuant to notice duly published, NOW THEREFORE BE IT

RESOLVED, that said operating budget in the amount of \$33,665,979 be and hereby is approved and adopted, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature include in the Cortland County Budget for the year 2023 an amount to be determined pursuant to a plan for said college adopted by Resolution No. 129 for the year 1966, as amended by Resolution No. 128 and 131 for the year 1971, totaling approximately \$1,855,495 as Cortland County's share of the total Sponsoring Community Contribution of \$4,882,882 to be paid in four payments from account #A24955.54780 after January 1, 2023 as per contractual agreement, AND BE IT FURTHER

RESOLVED, that this resolution shall become effective upon adoption of a concurrent resolution by the Tompkins County Legislature.

Resolution After Suspension of the Rules

Mr. Heider MADE A MOTION TO SUSPEND THE RULES to entertain three additional resolutions, Dr. Wilson SECONDED THE MOTION, and upon unanimous voice vote of members present, the MOTION TO SUSPEND THE RULES CARRIED.

AGENDA ITEM NO. 27 – Authorize Memorandum of Understanding and Local Government Efficiency Grant - 2022 Consolidated Funding Application

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, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
EXCUSED:	Ann Homer

ON MOTION OF FITCH

RESOLUTION NO. 173-22

Authorize Memorandum of Understanding and Local Government Efficiency Grant - 2022 Consolidated Funding Application

WHEREAS, Cortland County intends to be the lead-applicant on a Local Government Efficiency Grant with the City of Cortland, Village of McGraw and the Town of Cortlandville, AND

WHEREAS, funds for the program will be requested from the Department of State in the form of a grant through the 2022 Consolidated Funding Application process, AND

WHEREAS, if award the County intends to enter a Memorandum of Understanding with the City of Cortland, Village of McGraw and the Town of Cortlandville to pursue a Landfill Leachate Pipeline to provide a substantial savings to the residents of the county and each co-applicant, NOW THEREFORE BE IT

RESOLVED, that Kevin Fitch, as Chairman of Cortland County Legislature, be and hereby is authorized and directed to file an application for funds and upon approval of said request to enter into and execute a grant agreement with Department of State for financial assistance to Cortland County, and, if appropriate, take actions necessary to implement the proposed Program/grant upon approval from the State.

AGENDA ITEM NO. 28 – Amend 2022 Budget/Authorize Applications for Appalachian Regional Commission (ARC) and Empire State Development (ESD) Grant Funds for Cortland County Comprehensive Plan - Planning Department

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

ON MOTION OF FITCH

RESOLUTION NO. 174-22

Amend 2022 Budget/Authorize Applications for Appalachian Regional Commission (ARC) and Empire State Development (ESD) Grant Funds for Cortland County Comprehensive Plan - Planning Department

WHEREAS, the Federal Appalachian Regional Commission (ARC) has programs that could assist in the development of a Cortland County comprehensive plan, AND

WHEREAS, this project furthers the ARC Goal Area and NYS Strategy by creating a new comprehensive plan for Cortland County, AND

WHEREAS, Cortland County's current comprehensive plan, titled *Land Use Plan for Cortland County*, was created in June 1978, and being over 40 years old, this plan is severely outdated and has not been referenced in decades, AND

WHEREAS, a fresh comprehensive plan is needed, especially now in our post-pandemic world, with the need to update our infrastructure to provide better broadband access, create more affordable housing options, and promote sustainable growth, AND

WHEREAS, communities across Cortland County, regardless of size, have witnessed a population change, loss of businesses and resources stretched to new limits, AND

WHEREAS, a new plan needs to be created and strategies developed to provide the vision for our County's economic growth, community development, and to foster resiliency, AND

WHEREAS, Cortland County has determined that hiring a consultant is the best option because just like our local businesses struggling to secure the workforce to meet demands, the Cortland County Planning has also struggled with workforce issues, i.e. growing demand for services and limited resources, and the use of a qualified consultant will help develop the framework of the plan, in addition to providing a fresh perspective for developing strategies, AND

WHEREAS, Cortland County Planning Department would be overseeing the project. Cortland County would be utilizing a consulting firm to assist with the development of the new Cortland County comprehensive plan. The comprehensive plan project budget would be set at \$200,000., AND

WHEREAS, Cortland County will be applying for \$100,000 from the Federal Appalachian Regional Commission (ARC) for the creation of the new comprehensive plan for Cortland County, AND

WHEREAS, Cortland County will be applying for a Empire State Development Strategic Planning and Feasibility Study Grant to accept and implement the proposed project to satisfy a match requirement of the program in the amount of \$90,000, AND

WHEREAS, Cortland County would be required to satisfy a cash match requirement for the implementation of the program, for a total cost to Cortland County of \$10,000, NOW THEREFORE BE

IT

RESOLVED, that upon the approval of the Cortland County Legislature that the County Administrator and/or Chair of the Legislature be and hereby are authorized to execute, on behalf of Cortland County, any and all necessary applications, agreements, certifications and assurances to apply for and secure the Federal Appalachian Regional Commission (ARC) funding for a comprehensive plan for Cortland County, AND BE IT FURTHER

RESOLVED, that upon the approval of the Cortland County Legislature, the County Administrator and/or Chair of the Legislature be and hereby are authorized to execute, on behalf of Cortland County, any and all necessary applications, agreements, certifications and assurances to apply for and secure an Empire State Development Strategic Planning and Feasibility Study Grant for a comprehensive plan project to update the 1978 Land Use Plan for Cortland County, AND BE IT FURTHER

RESOLVED, that upon notice of award, the County Administrator and/or Chair of the Legislature be and hereby are authorized to execute, on behalf of Cortland County, any such certifications and/or grant agreements with the Appalachian Regional Commission (ARC) as may be required to accept and implement the proposed grant and project, AND BE IT FURTHER

RESOLVED, that upon notice of award, the County Administrator and/or Chair of the Legislature be and hereby are authorized to execute, on behalf of Cortland County, any such certifications and/or grant agreements with the Empire State Development for Strategic Planning and Feasibility Study Grant as may be required to accept and implement the proposed grant and project, AND BE IT FURTHER

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

Increase:

Revenue:

State Aid Planning Studies	A80205.43902	\$90,000.00
Federal Aid Planning Studies	A80205.44902	\$100,000.00
Appropriated Fund Balance	A359900	\$10,000.00

Expense:

Professional Services	A80205.54055	\$200,000.00
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, AND BE IT FURTHER

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

AGENDA ITEM NO. 29 – Amend Resolution No. 15-22 Appointing the Redistricting Commission

RESULT:	ADOPTED [15 TO 1]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Kelly L. Fairchild-Preston, Legislator
AYES:	Bentley, Harbin, Bischoff, Wilson, Stock, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston
NAYS:	Ronald J. Van Dee
EXCUSED:	Ann Homer

ON MOTION OF FITCH

RESOLUTION NO. 175-22

Amend Resolution No. 15-22 Appointing the Redistricting Commission

WHEREAS, Resolution No. 15-22 authorized the appointment of the Cortland County Redistricting Commission and the composition of the Redistricting Commission Citizen's Advisory Committee, AND

WHEREAS, it is the recommendation of the Cortland County Legislature and the Redistricting Commission to have bipartisan co-chairs of the Redistricting Commission, AND

WHEREAS, Resolution No. 15-22 appointed the Cortland County Election Commissioners to the Redistricting Commission, AND

WHEREAS, it is the recommendation of the Cortland County Legislature and the Redistricting Commission to remove the Cortland County Election Commissioners from the Redistricting Commission Citizen's Advisory Committee and to have them attend meetings as necessary as subject matter experts to advise the commission, NOW THEREFORE BE IT

RESOLVED, that George Wagner be and hereby is removed as Chair of the Redistricting Commission, AND BE IT FURTHER

RESOLVED, that Kelly Preston (R) and Cathy Bischoff (D) be and hereby are appointed as bipartisan co-chairs of the Redistricting Commission effective immediately, AND BE IT FURTHER

RESOLVED, that the Cortland County Election Commissioners be and hereby are removed from the Redistricting Commission Citizen's Advisory Committee and shall be considered subject matter experts to advise the Redistricting Commission effective immediately.

Announcements

Adjournment

The meeting was closed at 7:36 PM.



Cortland County Legislature

Legislative Session

Legislative Chambers

Cortland, NY 13045

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

~ Minutes ~

Thursday, May 26, 2022

6:00 PM

Board Room

Salute to the Flag

Public Hearings

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

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

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

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

Call to Order

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

Roll Call

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

Approval of Minutes

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

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

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

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

Privilege of the Floor

Proclamations & Recognitions

1. Proclamation for Mahlon Irish for 61 Years of Service

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

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

RESULT:	COMPLETED
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4. Aphasia Awareness Month 2022

RESULT:	COMPLETED
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5. Proclamation for June Dairy Month 2022

RESULT:	COMPLETED
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6. Proclamation for Pride Month 2022

RESULT:	COMPLETED
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Presentation of Petitions, Communications, and Notice

Receive and File

Reports of Standing, Special and Ad Hoc Committees

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

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

A roll call vote was taken as follows:

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

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

ON MOTION OF FITCH

RESOLUTION NO.

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

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

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

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

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

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

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

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

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

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

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

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

CONTENTS

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

ARTICLE 1.

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

ARTICLE 2.

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

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

LEGISLATIVE DISTRICT NO. 1

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

360239707004004, 360239707004005, 360239707004006, 360239707004007, 360239707004008, 360239707004009, 360239707004010, 360239707004011, 360239707004012, 360239707004013)

Town of Cortlandville (Census Blocks 360239710001023, 360239710001028, 360239710002001, 360239710002003, 360239710002004)

Population: 2,722

LEGISLATIVE DISTRICT NO. 2

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

Population: 2,700

LEGISLATIVE DISTRICT NO. 3

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

Population: 2,757

LEGISLATIVE DISTRICT NO. 4

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

Population: 2,716

LEGISLATIVE DISTRICT NO. 5

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

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

Town of Cortlandville (Census Block 360239704003011)

Population: 2,812

LEGISLATIVE DISTRICT 6

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

Population: 2,717

LEGISLATIVE DISTRICT 7

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

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

Population: 2,685

LEGISLATIVE DISTRICT NO. 8

Town of Preble (All Census Blocks)

Town of Scott (All Census Blocks)

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

Population: 2,689

LEGISLATIVE DISTRICT NO. 9

Town of Truxton (All Census Blocks)

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

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

Population: 2,755

LEGISLATIVE DISTRICT NO. 10

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

Population: 2,812

LEGISLATIVE DISTRICT NO. 11

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

360239710001005, 360239710001006, 360239710001007, 360239710001008, 360239710001009, 360239710001010, 360239710001011, 360239710001012, 360239710001013, 360239710001014, 360239710001015, 360239710001016, 360239710001017, 360239710001018, 360239710001019, 360239710001020, 360239710001021, 360239710001022, 360239710001024, 360239710001030, 360239710001031, 360239710001032, 360239710002000, 360239710002002, 360239710002005, 360239710002006, 360239710002007, 360239710002008, 360239710002009, 360239710002010, 360239710002011, 360239710002012, 360239710002035, 360239710003005)

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

Population: 2,809

LEGISLATIVE DISTRICT NO. 12

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

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

Population: 2,694

LEGISLATIVE DISTRICT NO. 13

Town of Cortlandville (Census Blocks 360239710002013, 360239710002014,

360239710002015, 360239710002016, 360239710002020, 360239710002022,
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 360239710005009, 360239710005010, 360239710005011, 360239710005012,
 360239710005013, 360239710005014, 360239710005015)

Population: 2,822

LEGISLATIVE DISTRICT NO. 14

Town of Harford (All Census Blocks)

Town of Virgil (Census Blocks 360239712001018, 360239712001027,
 360239712001028, 360239712001031, 360239712001032, 360239712001033,
 360239712001034, 360239712001043, 360239712001081, 360239712001088,
 360239712002005, 360239712002006, 360239712002007, 360239712002008,
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 360239712002013, 360239712002014, 360239712002015, 360239712002017,
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 360239712004044, 360239712004045, 360239712004046, 360239712004047,
 360239712004048, 360239712004049, 360239712004050, 360239712004051,
 360239712004052)

Population: 2,820

LEGISLATIVE DISTRICT NO. 15

Town of Lapeer (All Census Blocks)

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

Population: 2,822

LEGISLATIVE DISTRICT NO. 16

Town of Cuyler (All Census Blocks)

Town of Solon (All Census Blocks)

Town of Taylor (All Census Blocks)

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

Population: 2,687

LEGISLATIVE DISTRICT NO. 17

Town of Cincinnatus (All Census Blocks)

Town of Freetown (All Census Blocks)

Town of Willet (All Census Blocks)

Town of Marathon (Census Blocks 360239711003003, 360239711003005)

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

Population: 2,790

ARTICLE 3.

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

ARTICLE 4.

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

Referred from Building & Grounds Committee

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

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

ON MOTION OF HEIDER

RESOLUTION NO. 135-22

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

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

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

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

Referred from Highway Committee

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

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

ON MOTION OF NEWELL

RESOLUTION NO. 136-22

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

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

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

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

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

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

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

, AND

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

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

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

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

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

ON MOTION OF NEWELL

RESOLUTION NO. 137-22

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

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

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

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

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

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

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

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

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

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

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

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

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

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

Increase:

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

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

RESULT:	WITHDRAWN - NO FUTURE ACTION
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ON MOTION OF NEWELL

RESOLUTION NO.

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

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

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

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

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

One Ford XL Crew Cab from:

and:

One Ford Cab & Chassis:

, AND

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

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

Referred from Health & Human Services Committee

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

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

ON MOTION OF PRICE

RESOLUTION NO. 138-22

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

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

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

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

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

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

Increase:

Revenues:

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

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

, AND BE IT FURTHER

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

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

ON MOTION OF PRICE

RESOLUTION NO. 139-22

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

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

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

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

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

RESULT: WITHDRAWN - NO FUTURE ACTION

ON MOTION OF PRICE

RESOLUTION NO.

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

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

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

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

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

, AND

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

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

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

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

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

ON MOTION OF PRICE

RESOLUTION NO. 140-22

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

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

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

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

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

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

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

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

Referred from Agriculture/Planning/Environment Committee

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

ON MOTION OF HARBIN**RESOLUTION NO. 141-22****Appoint Members to the Cortland County Planning Board - Planning Department**

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

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

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

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

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

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

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

ON MOTION OF HARBIN**RESOLUTION NO. 142-22**

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

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

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

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

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

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

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

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

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

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

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

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

Referred from Judiciary & Public Safety Committee

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

ON MOTION OF FAIRCHILD-PRESTON**RESOLUTION NO. 143-22****Amend 2022 Budget and Transfer Funds to Jail Housed Inmates-Sheriff**

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

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

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

Increase:

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

Referred from Government Operations Committee

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

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

ON MOTION OF STOCK**RESOLUTION NO.****Authorize Annual Stipend for Legislative Liaison to Tompkins Cortland Community College - Legislature**

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

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

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

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

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

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

MOTION TO AMEND FAILED.

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

ON MOTION OF STOCK

RESOLUTION NO. 144-22

Amend 2022 Cortland County Legislative Calendar - Legislature

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

WHEREAS, it is to the benefit of the Legislature to recess during the month of July 2022 and cancel all standing committee meetings and legislative session, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the legislative calendar and cancels all legislative meetings for the month of July 2022.

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

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

ON MOTION OF STOCK

RESOLUTION NO. 145-22

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

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

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

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

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

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

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

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

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

, AND BE IT FURTHER

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

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

RESULT: POSTPONED [UNANIMOUS]

MOVER: Next: 6/23/2022 6:00 PM

Ann Homer, Legislator

SECONDER: Beau Harbin, Minority Leader

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

ON MOTION OF STOCK

RESOLUTION NO.

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

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

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

SECTION 1. PURPOSE

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

SECTION 2. CONDITIONS

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

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

SECTION 3. EFFECTIVE DATE

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

SECTION 4. SEVERABILITY

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

SECTION 5. EXPIRATION

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

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

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

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

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

ON MOTION OF STOCK**RESOLUTION NO. 146-22****Eliminate Civil Service Exam Fees - Personnel/Civil Service**

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

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

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

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

Referred from Finance & Administration Committee

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

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

ON MOTION OF WAGNER**RESOLUTION NO. 147-22****Authorization to Apply for Microenterprise Grant Funding and to Execute Any Related Agreements - Clerk of the Legislature**

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

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

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

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

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

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

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

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

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

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

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

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

ON MOTION OF WAGNER

RESOLUTION NO. 148-22

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

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

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

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

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

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

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

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

Minutes Acceptance: Minutes of May 26, 2022 6:00 PM (Approval of Minutes)

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

ON MOTION OF WAGNER**RESOLUTION NO.****Authorize Allocation of American Rescue Plan Funding to the Village of Marathon**

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

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

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

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

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

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

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

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

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

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

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

ON MOTION OF WAGNER**RESOLUTION NO.****Authorize Allocation of American Rescue Plan Funding to the Town of Virgil**

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

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

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

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

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

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

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

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

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

Announcements

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

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

Adjournment

The meeting was closed at 7:25 PM

Cortland County Recognition



PROCLAIMING JULY 26, 2022 AS AMERICANS WITH DISABILITIES ACT AWARENESS DAY

WHEREAS, the Americans with Disabilities Act (ADA) was passed on July 26, 1990 to ensure the civil rights of citizens with disabilities, AND

WHEREAS, Cortland County affirms the principals of equality brought forward with the Americans with Disabilities Act, AND

WHEREAS, inclusion for persons with disabilities as set forth by the State of New York is embodied in the ADA, AND

WHEREAS, Access to Independence in the City of Cortland, New York works with constituents and communities to bring forth the promise of hope and freedom that is envisioned by the passage of the ADA, AND

WHEREAS, July 26, 2022 celebrates the 31st anniversary of the Americans with Disabilities Act with an ice cream social celebration on July 16, 2022, NOW THEREFORE BE IT

RESOLVED, that I, Kevin Fitch, Chairman of the Cortland County Legislature, on behalf of the Cortland County Legislature, be and hereby proclaims July 26, 2022 as Americans with Disabilities Act Awareness Day in and for the County of Cortland, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby recognizes and thanks Access to Independence for their leadership and dedication to upholding the principles of the American's with Disabilities Act.

IN WITNESS WHEREOF, I have hereunto set my hand this 23rd day of June, 2022.

Kevin Fitch, Chair
Cortland County Legislature

Cortland County Recognition



Recognizing McGraw Central School Clay Target/Trap Club

WHEREAS, the McGraw Central School District began their Clay Target/Trap Club in 2019, **AND**

WHEREAS, the club has flourished with the support of Superintendent Melinda McCool, Principal Mark Dimorier, club coaches Alex Perry and Fleurette Clough, as well as volunteer coaches Sam Morse from the Blodgett Mills Sportsmen's Club and Chris Stull from the McGraw Sportsmen's Club, **AND**

WHEREAS, the following four members made the 2022 Trap All-State Team for having the top overall averages for 2022 Spring League with the following standings:

- Benjamin Stull with a 23.2 overall average score
- Blake Bergey with a 22.9 overall average score
- Zandar Weeks with a 22.8 overall average score
- Mason Allen with a 22.6 overall average score

, **AND**

WHEREAS, from the Club's beginning to present day it continues to represent McGraw Central School District with top shooters in the state, **AND**

WHEREAS, the club is in its third season ranking in the top of their conference against eight other schools, **AND**

WHEREAS, in May 2022 the NRA awarded the McGraw Central School Clay Target/Trap club with a grant valued at \$400.00 in the form of ammunition to benefit the team, **NOW THEREFORE BE IT**

RESOLVED, I, Kevin Fitch, on behalf of the Cortland County Legislature, hereby recognize the McGraw Central School Clay Target/Trap club and their members for their achievements.

IN WITNESS WHEREOF, I have hereunto set my hand this 23rd day of June, 2022.

Kevin Fitch, Chairman
Cortland County Legislature



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

2022 State of the County Address

Good evening fellow legislators, employees, and residents of Cortland County. It is my honor as Chairman to deliver the 2022 State of the County Address. This is not only to fulfill a requirement, but also to provide all County residents with a quick snapshot of where Cortland County is financially, but also to look at where we were and the direction that the County is headed.

Let me start by saying that I am but one of 17 County Legislators and I am proud to be their spokesman. This Legislature is the first Legislature with a four-year term. I can say with conviction that each legislator, **who may not always agree**, has had their constituent's best interest in mind when they provide their valuable input and especially when they vote. They have all worked tirelessly in making Cortland County one of the best Counties to live and work in. I have to say, each member of this Legislature was chosen by their represented districts, and their constituents got it right!

As we all know and have seen in past years, it is difficult to run a county efficiently without having the proper professionals in the key roles of county government. I would like to applaud our newly appointed Personnel Officer, Public Health Director, Planning Director, and Clerk of the Legislature for a job well done over the last year in their new roles, as well as welcoming our first ever **Full-Time** County Attorney, who has been thriving in her new role since April of this year.

The key financial roles of County Administrator/Budget Officer, Auditor and Director of Finance had previously been filled by professionals and we have now begun to see the fruits of their labor.

Attachment: State of the County - FINAL (10785 : 2022 State of the 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

In past, we have been years late in getting our required reporting to the State and our State Audits had lists of findings that needed to be addressed immediately just to name a few. It is because of these key finance professionals that we now have in place that Cortland County has been able to:

- Submit our Annual Update Document (AUD), which is our Annual Financial Report, to the State of New York **on time**.
- They have ensured that all monies (Taxpayer Dollars) are accounted for properly by performing daily audits of routine processes; and
- They are constantly monitoring departmental budget, making sure their annual approved budgets are on target.

Cortland County's indebtedness as of December 2021 is \$23,275,000. Most of these are bonds, and the County will incur financial penalties if we try to pay those off early. The Statement of Indebtedness is included in the 2022 Adopted Budget and will be posted alongside the State of the County. The County Legislature, County Administrator and Finance Department are continually looking for ways to reduce the debt of Cortland County without tax increases.

Cortland County is seeing a 16% average increase in sales tax generation. Sales tax is shared with all the municipalities throughout Cortland County. They too have been seeing the same increase in sales tax apportionment. Yes, we are aware of the contributing factors of this increase (rising gas and heating fuel prices, along with consumables and goods), but we also started to see increases during the pandemic due to the inclusion of internet sales in sales tax distribution.



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

Currently, we are in a better financial place than we were two years ago. But we are very cautious going forward. With our current economy we need to be prepared for bad times. Therefore, our County Administrator and finance department, along with our legislative body, are developing a five (5) year financial plan for Cortland County. It is not an easy task to create this plan having volatile markets and uncertainties, but if we take a conservative approach, it can be accomplished. The County Legislature has taken action already by amending the Cortland County Fund Balance Policy to increase the mandatory General Fund unassigned fund balance from 10% to 13% of the current year's General Fund appropriations budget. By taking that step and having a plan, we can better prepare to provide the services that County residents rely on and have grown to love, while keeping the property tax rate steady.

Along with the employees previously mentioned, every Cortland County employee is vital to the continued mission of the County. As a County, we have been seeing for some years County employees leaving for various reasons, including better pay in the private sector, career advancement, job flexibility and benefits. Cortland County is not alone in this issue, as The Great Resignation has caused many job sectors to have difficulty in recruiting and retaining employees. Short staffing affects all our employees and the community that we serve. The County Legislature, County Administration and department heads have worked to think outside of the box to identify benefits that will both recruit and retain our county workers. They continue to brainstorm options that will be beneficial to both retention of employees and a high standard of County services. To help with this problem, the County Legislature authorized a private company to conduct a comparative financial review of Cortland County's pay structure based on job title with the private



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sector and NYS Counties of our size. The final report showed that Cortland County's pay was below industry standard, but our benefit package was above industry standards.

Between September 2021 and April 2022, in an effort to recognize the need for higher pay for some of our County jobs, the Cortland County Legislature authorized several actions, including pay increases for our largest union, pay increases for our managers and salary reallocations of many positions that had been identified as significantly underpaid. These changes have begun to make a positive impact in some areas. To assist in maintaining our current workforce and to attract candidates for vacant positions, the Cortland County Legislature approved a proposal provided by our County Administrator and our Personnel Officer. Because of this teamwork approach Cortland County has seen vacancies filled. Even past employees are returning to Cortland County to work. Thank you to everyone who helped to make this happen.

We have had many other obstacles thrown at Cortland County over the past two years thanks to the effects of the pandemic. I have to say a sincere thank you to then Chairman Heider for his leadership during that unprecedented time. I would also like to profusely thank all of the employees for stepping up to the plate and showing their professionalism, sacrifice, hard work and compassion as well during the pandemic. Although COVID is not completely behind us, our County has persevered.

COVID brought some economic challenges throughout the shutdown, but due to Federal American Rescue Plan and other funding that was received by the County, individual municipalities and other outside agencies, Cortland County is and has been able to make improvements to County infrastructure, assist local businesses and so much more. The County purchased a new



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property to serve as the Mental Health facility for Cortland County and the legislature has allocated \$2 million of the American Rescue Plan funding to renovate the building. The County is also working diligently to restore and maintain our historic Courthouse with the use of the funding, as well as putting the finishing touches on the brand-new Age Well Center for our aging citizens.

In looking forward, Cortland County is determined to utilize economic development and municipal partnerships to plan for the financial prosperity of our magnificent County. We are looking into shared services with our municipal partners to increase productivity and cost savings for all parties involved, which directly benefits taxpayers. The first project we are currently planning with the City of Cortland and the Cortland County Industrial Development Agency is to work on cleaning up and repurposing the APEX/Cooper Tool Industrial Site. The other item we are working on will be a multiple municipal project with the City of Cortland, Town of Cortlandville and the Village of McGraw for the installation a leachate pipeline running from our Cortland County Landfill to the City's Wastewater Treatment Plant.

Our economic partners, such as the Cortland County Business Development Corporation, Chamber of Commerce, Convention and Visitor's Bureau and Regional Sports Council, work to bring people and events into Cortland County. The pandemic made us realize how lucky we are to have the fantastic events here in Cortland County, and although they were put on pause throughout COVID, I am happy to see the treasured events returning to Cortland County, such as the Dairy Parade, Cortland County Junior Fair, Marathon's Maple Festival, the Great Cortland Pumpkinfest, Dwyer Memorial Park Independence Day Celebration, Cortland County Air Fest, the Brockway Truck Parade and so much more.

As well as the annual events throughout Cortland County, there are venues such as the Cortland Repertory Theatre, which is celebrating their 50th year of



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operation here in Cortland County. The Theatre, Homer Center for the Arts, Rose Hall and others are key economic drivers for our community, and we are glad to have them here.

The Cortland County Legislature is also looking to the future while working on the redistricting process. The Redistricting Commission of the County Legislature is looking at the overall structure of the County Government to ensure that the County is functioning in the best way possible moving forward. We look forward to community input throughout this process and we will keep the residents informed each step of the way.

Cortland County will provide Cortland County Residents an annual report on the State of the County and continue to provide more information for County residents. As always, thank you for the continued support as your Chairman and I am excited for what's to come in the second half of 2022 and beyond.

Respectfully yours,

Kevin Fitch, Chairman of the Legislature

County of Cortland
Statement of Indebtedness
For Calendar Year 2022

1st Year	Code	Description	Date of Issue	Date of Maturity	Interest Rate	Orig. Issue Amount	O/S Bal. Beg. Of Year	Principal Paid During Year	Interest Paid During Year	Prior Yr. Adjust.	Accreted Interest	O/S Bal. End of Year
2015	Bond E	TC3 - \$8.12 Bond	3/17/2015	3/1/2028	5.000%	\$ 3,048,889	\$ 1,976,982	\$ 243,835	\$ 76,946			\$ 1,733,147
2015	Bond E	TC3 - \$8.12 Bond	3/17/2015	3/1/2032	5.000%	\$ 1,038,543	\$ 795,000	\$ 57,000	\$ 28,429			\$ 738,000
2015	Bond E	County Road Reconstruction - \$8.12 Bond	3/17/2015	3/1/2028	5.000%	\$ 746,801	\$ 484,244	\$ 59,726	\$ 18,847			\$ 424,518
2015	Bond E	Acquire Moveable Equipment - \$8.12 Bond	3/17/2015	3/1/2028	5.000%	\$ 50,002	\$ 32,419	\$ 3,997	\$ 1,262			\$ 28,422
2015	Bond E	Purchase DPW Equipment - \$8.12 Bond	3/17/2015	3/1/2028	5.000%	\$ 811,726	\$ 526,341	\$ 64,918	\$ 20,486			\$ 461,423
2015	Bond E	DPW - \$8.12 Bond	3/17/2015	3/1/2032	5.000%	\$ 691,457	\$ 530,000	\$ 38,000	\$ 18,953			\$ 492,000
2015	Bond E	Construct Recycling Center - \$8.12 Bond	3/17/2015	3/1/2028	5.000%	\$ 1,719,582	\$ 1,115,014	\$ 137,524	\$ 43,397			\$ 977,490
2015	Bond E	TC3 Master Plan	2/27/2015	9/1/2035	2.750%	\$ 1,339,500	\$ 1,012,000	\$ 59,000	\$ 29,738			\$ 953,000
2015	Bond E	2013 Highways	2/27/2015	9/1/2035	2.750%	\$ 169,000	\$ 129,000	\$ 7,000	\$ 3,793			\$ 122,000
2015	Bond E	2014 Highways	2/27/2015	9/1/2035	2.750%	\$ 197,000	\$ 149,000	\$ 9,000	\$ 4,380			\$ 140,000
2015	Bond E	2013 Bridges	2/27/2015	9/1/2035	2.750%	\$ 1,059,000	\$ 802,000	\$ 47,000	\$ 23,570			\$ 755,000
2015	Bond E	2014 Bridges	2/27/2015	9/1/2035	2.750%	\$ 458,000	\$ 349,000	\$ 20,000	\$ 10,258			\$ 329,000
2015	Bond E	2015 Bridges	2/27/2015	9/1/2035	2.750%	\$ 517,925	\$ 392,000	\$ 23,000	\$ 11,520			\$ 369,000
2015	Bond E	2013 Culverts	2/27/2015	9/1/2035	2.750%	\$ 317,000	\$ 242,000	\$ 14,000	\$ 7,115			\$ 228,000
2015	Bond E	2014 Culverts	2/27/2015	9/1/2035	2.750%	\$ 810,000	\$ 613,000	\$ 36,000	\$ 18,013			\$ 577,000
2015	Bond E	2015 Culverts	2/27/2015	9/1/2035	2.750%	\$ 1,167,075	\$ 883,000	\$ 52,000	\$ 25,948			\$ 831,000
2015	Bond E	Little York Dam	2/27/2015	9/1/2035	2.750%	\$ 1,417,500	\$ 1,074,000	\$ 63,000	\$ 31,568			\$ 1,011,000
2015	Bond E	2015 EFC Landfill	8/20/2015	3/1/2034	1.600%	\$ 7,849,513	\$ 5,315,000	\$ 440,000	\$ 152,870			\$ 4,875,000
2017	Bond E	2016 Highways	6/29/2017	6/15/2023	2.000%	\$ 1,365,000	\$ 562,000	\$ 279,000	\$ 8,450			\$ 283,000
2017	Bond E	2016 Bridges	6/29/2017	6/15/2023	2.000%	\$ 50,000	\$ 21,000	\$ 10,000	\$ 320			\$ 11,000
2017	Bond E	2016 Culverts	6/29/2017	6/15/2023	2.000%	\$ 30,000	\$ 12,000	\$ 6,000	\$ 180			\$ 6,000
2017	Bond E	Smart Watt Program	6/29/2017	6/15/2035	2.000%	\$ 4,794,203	\$ 4,115,000	\$ 240,000	\$ 103,488			\$ 3,875,000
2020	Bond E	2012 E-911 Communications Bond Refunding	5/18/2020	8/15/2038	2.000%	\$ 2,560,200	\$ 2,437,800	\$ 112,200	\$ 70,890			\$ 2,325,600
2020	Bond E	2012 Culverts Bond Refunding	5/18/2020	8/15/2038	2.000%	\$ 1,204,800	\$ 1,147,200	\$ 52,800	\$ 33,360			\$ 1,094,400
2020	Bond E	2008 Landfill Cell Bond Refunding	4/30/2020	5/15/2032	2.000%	\$ 760,000	\$ 690,000	\$ 55,000	\$ 18,750			\$ 635,000
TOTALS						\$ 34,172,716	\$ 25,405,000	\$ 2,130,000	\$ 762,526	\$ -	\$ -	\$ 23,275,000

Attachment: Statement of Indebtedness (10785 : 2022 State of the County)



CORTLAND COUNTY DEPARTMENT OF SOCIAL SERVICES

2021

ANNUAL REPORT

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This report serves as the 2021 Cortland County Department of Social Services Annual Report as required by Section 81 of Title 5 of the Social Services Law.

VISION, MISSION, AND GUIDING VALUES

Vision

To eliminate poverty and family violence in Cortland County

Mission

Our mission is to accurately and efficiently provide benefits and services to the people of Cortland County in a respectful and responsive manner that protects the vulnerable, encourages self-sufficiency, and promotes dignity.

Values

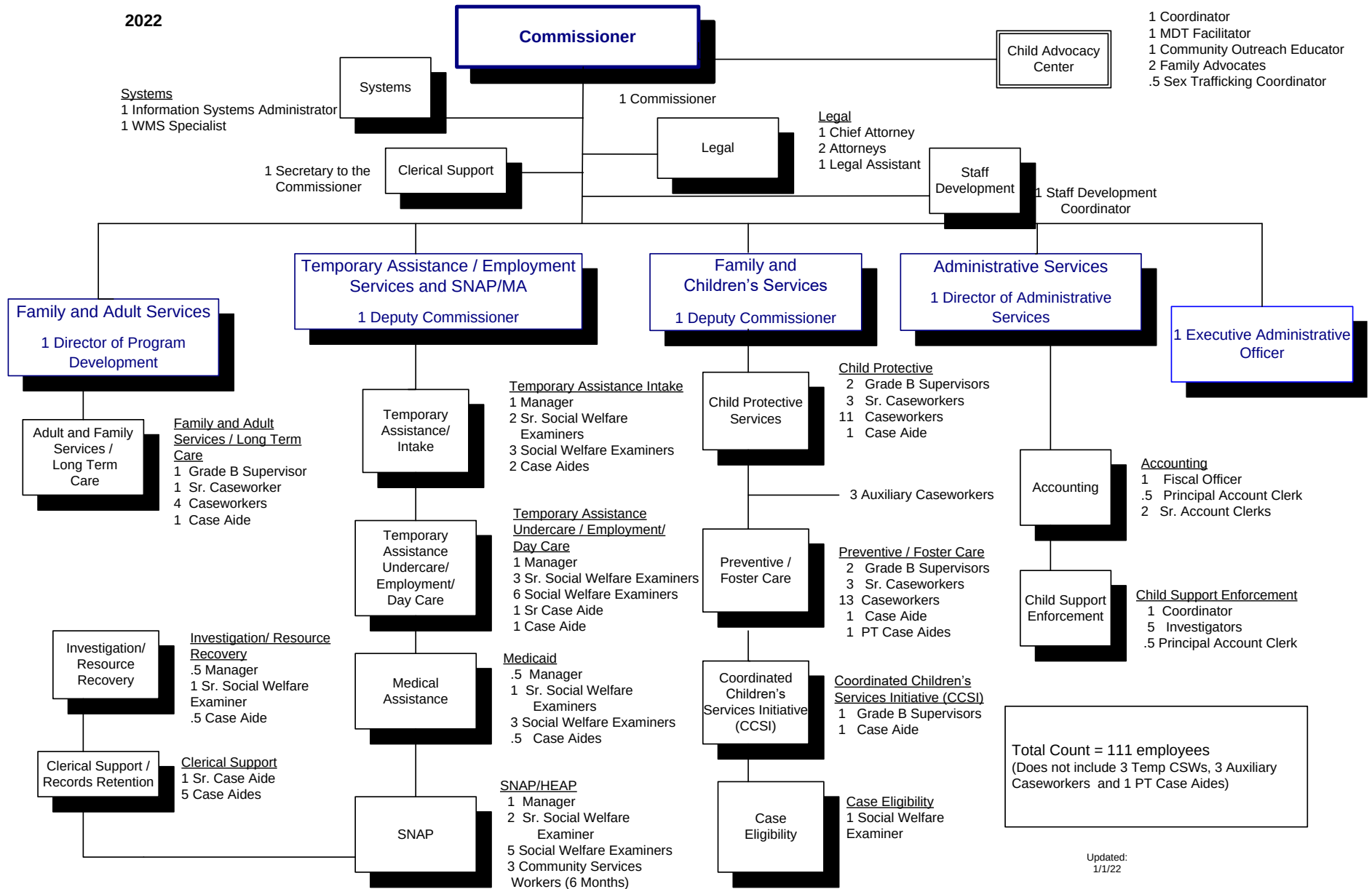
- Strength-based partnerships
- Teamwork
- Self-sufficiency and individual responsibility
- Safe and healthy environments
- Family preservation and permanency
- Respect for all people
- Outcome focused approach
- An energizing positive work environment

ORGANIZATIONAL CHART

- See next page for a January 2022 chart

Cortland County Department of Social Services

2022



Attachment: Department of Social Services Annual Report 2021 (10715 : Receive & File 2021 Annual

Administrative and Supportive Services

ADMINISTRATION

Administration encompasses the work to administer programs and services, manage personnel, develop and manage contracts, develop operational policies and procedures, implement state policy directives, comply with various audits and reviews, comply with various mandated state plans, coordinate with community partner agencies, develop efficient workflow processes, assess data and outcomes, resolve complaints and problems, and to manage a 30-million-dollar budget. The work described in this section is performed by the Commissioner, two Deputy Commissioners, Director of Program Development, Director of Administrative Services, Executive Administrative Officer, Secretary to Commissioner and Staff Development Coordinator.

Personnel management includes assessment and assignment of job duties, evaluating positions needed, requesting permissions to fill, civil service compliance and paperwork, interviewing, screening and offering positions, orientation, training arrangement, registration and permission, monitoring and approving leaves of absences, employee evaluations, employee skill development, and payroll processing. Additionally, employee injuries and threats require urgent responses, assessment, paperwork, and follow-up.

In 2021, we had 50 positions turnover or abolished. Of the 50 total positions, 29 required the hiring of a new person to the department, 20 involved the promotion of an internal candidate and one involved a voluntary demotion. There were 28 exits from the department 3 were due to failing probation or a provisional employee being unreachable on a civil service list, 21 were resignations, 4 were retirements and none were abolished. There were 2 new positions filled.

The department developed or renewed 63 contracts in 2020. Of them, 10 were for foster care placements, 9 were with day care centers, 9 were for work site placements for the Work Experience Program. The rest were for various administrative and program services. In 2020, the department held 10 contracts with other county departments for a total of \$656,000.

In 2021, we received 114 state policy directives from the Office of Children and Family Services (OCFS), the Office of Temporary and Disability Assistance (OTDA) and the State Department of Health. Many of these required changes and updates to our policies and procedures.

There were many state plan documents required in 2021. Plans required were:

- OTDA Monthly FEMA reports
- OTDA Homeless Services Plan and quarterly reporting requirements
- OTDA Temporary Housing Budget Report
- OTDA Fraud Plan
- OTDA Code Blue housing and funding plan
- OCFS Monthly Day Care Program waiver plans
- OCFS Family and Children's plan
- OCFS Raise the Age funding plan
- OTDA Flexible Fund for Family Services (FFFS) funding plan and monthly reporting requirements
- Federal Tax Information Protection Plan

- OCFS Supervision and Treatment Services for Juveniles Plan (STSJP) funding plan and quarterly reporting requirements.
- OCFS Child and Family Services Plan

Additionally, in 2021 we managed formal case and program reviews/audits. These included:

- Child Welfare Practice Case Review
- Long Term Care agency Medicaid audits
- OCFS Quarterly IV-E Claims Reviews
- Preventive Services IV-E candidacy case reviews
- Foster Care and Adoption IV-E case review
- Employment services case review
- 2020 Federal Single Audit Review
- Accounting Claims Review
- Adult Protective Case Review

Our Staff Development Coordinator led 2 work groups with staff across the department in 2021 on fair hearing and homeless processes. These groups were developed to establish, clarify, and implement improved processes and procedures on topics that involve multiple units where needs were identified by an administrator.

SUPPORTIVE SERVICES

Accounting Unit

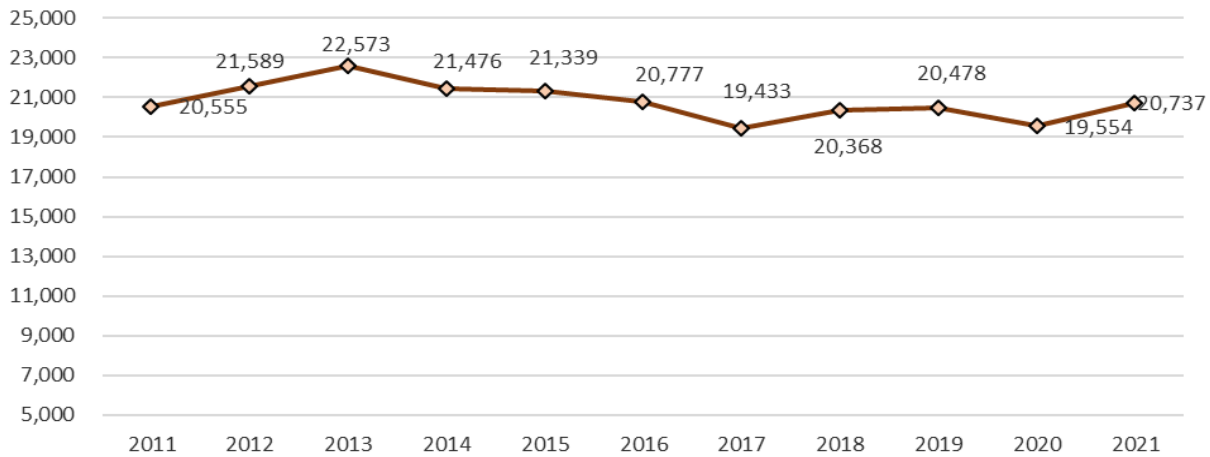
This unit is responsible to audit and code various original source documents to ensure correct payment and claiming. Payments are produced using three different computer systems; a state system for client benefits, a county system for administrative payments, and a locally created system for representative payee accounts. In 2021, there were 339 administrative payments, 2,907 program payments, and 18,208 trust account payments generated.

We saw a decline in the payments made in person or by mail in 2020 but the number came back up in 2021.

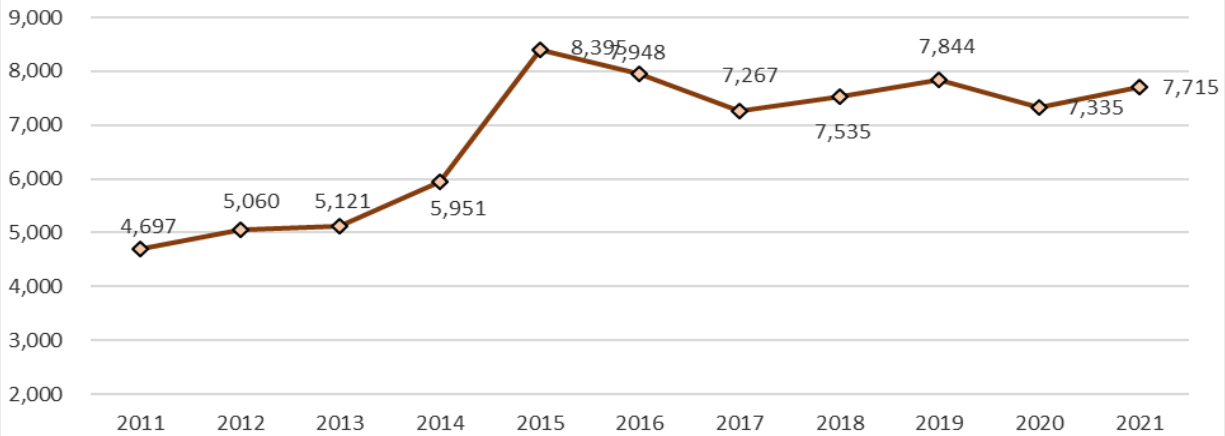
There are different program and administrative expenditures and claims processes. Both require staff to calculate, code and record expenditures for monthly claiming of state and federal reimbursement utilizing the Automated Claiming System (ACS).

The department budget involves the management of 62 appropriation accounts, 44 revenue accounts, and 7 trust accounts.

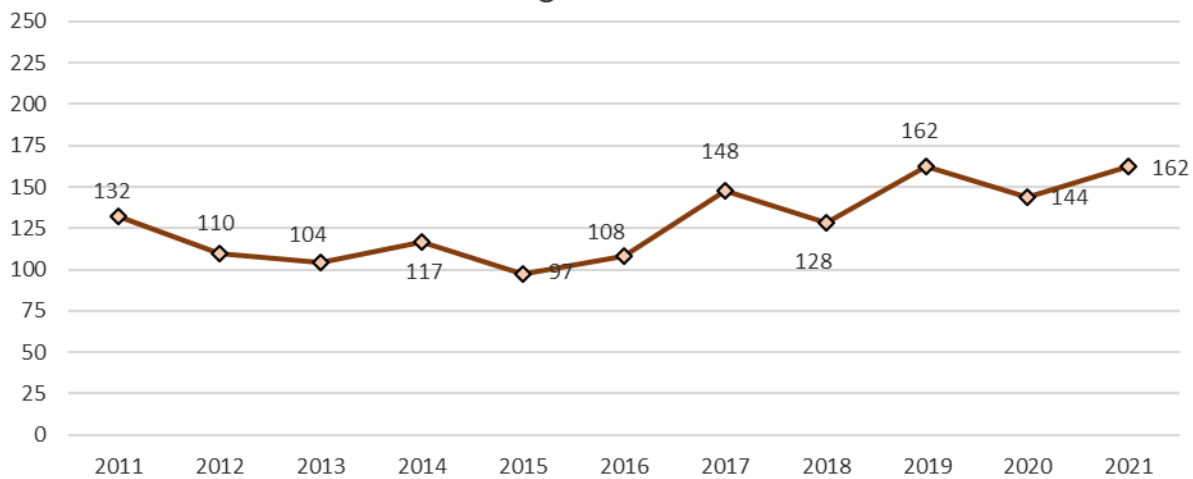
Accounting - Checks Issued



Accounting - Receipts Issued



Accounting - Claims Filed



Legal Unit

This unit handles an array of legal matters involving the department, including the following things:

- Family and Children's Services - Litigation and preparation of petitions, answers, motions, discovery, orders, memoranda of law, appellate briefs, and other legal documents for Family Court, and offering legal advice in child welfare law. There were 113 petitions, 352 orders and 186 permanency reports filed in 2021. These numbers were only slightly lower due to the pandemic.
- Support Collection Unit - Litigation and preparation of petitions, orders, motions, objections and other legal documents for Support Magistrate and Family Court Judge. Also appear as counsel on behalf of the Support Collection Unit for Child Support Services (CSS) recipients who request such service.
- Adult Services – Assist with legal matters involving the elderly and incapacitated. Preparation of petitions, orders and other legal documents/reports for proceedings in Surrogate's and Supreme Court.
- Investigation Unit and Chronic Care – Provide legal advice and representation for recovery of agency funds through the Resource Recovery Unit, and advise Chronic Care on such issues as Medicaid eligibility, trusts, and spousal resources.
- Bankruptcy – Provide clearinghouse for all bankruptcy notices received by the agency and render legal advice with respect to proper procedures upon notification of filing.
- Fair Hearings - Coordination of Fair Hearing requests with appropriate units including obtaining summaries from workers, coordinating the fair hearing schedule on hearing day, and providing attorney representation for the agency. For Family and Children's Fair Hearings, the legal office is responsible for preparing the record that will be used during the hearings. In 2021 there were 3 income maintenance program fair hearing and 14 Child Protective Services investigation determination hearings requiring attorney representation. These numbers were low due to the pandemic and various state waivers and process holds.

Reception

The Receptionists manage a large volume of visitors, phone calls, and mail. They direct individuals, phone calls, and mail to appropriate employees, provide requested applications and paperwork to visitors, process paperwork left by visitors, and pick up and deliver all out-going mail.

Additionally, the Reception team receives all applications for assistance, registers applications, and assists individuals with setting their Personal Identification Number (PIN). They also assist with records management throughout the department. This work involves filing, maintaining records databases, and destroying records in accordance with retention requirements.

The COVID pandemic has forced us to dramatically change our processes regarding how we conduct interactions with our clients. From March 2020 through June 2021, we routed all visitors who needed to visit our agency through the County Office Building gymnasium instead of our traditional Reception area. During the pandemic, most of the mandatory in-person appointments for our programs were waived by New York State and processes were put in place allowing individuals to communicate by phone and submit documents electronically. This reduced the number of visitors we needed to see in person quite dramatically. We opened a new Reception area in the second half of 2021, moving the area to the building entrance and providing us with multiple interview areas. This has allowed us to keep visitor interactions in this area exclusively thereby reducing traffic in the building. It also allowed for all visitors to go through the magnetometer, which improved security.

Systems

In 2021, the Systems Administrator and Welfare Management Specialist deployed and/or maintained all hardware including 149 network computers, 27 iPad, 29 printers, 7 copiers, 15 label makers, and 156 phone lines. They also manage numerous programs requiring set-up and user rights configurations. There are approximately 40 software and data programs required by our employees to do their jobs. Every month, they generate approximately 1,467 data report needed for staff from the state Benefits Issuance Control System (BICS).

Income Maintenance Division

TEMPORARY ASSISTANCE

Description of programs:

- Family Assistance (FA) provides temporary cash assistance to eligible needy families that include a minor child. FA is a federal Temporary Assistance for Needy Families (TANF) funded assistance program. Eligible adults are limited to receiving benefits for a total of 60 months.
- Safety Net Assistance (SN) provides temporary cash assistance to eligible single adults, childless couples, and families who have exhausted their 60-months of eligibility for FA. SN is a state assistance program.
- Emergency Assistance: People with urgent needs, such as shelter and utilities, may be eligible for Emergency Assistance for Families (EAF), Emergency Assistance for Adults (EAA), or Emergency Safety Net (ESN) assistance, depending on their household income and resources.
- Employment Services- Within a week of an application, the employment unit becomes involved with TA applicants who are determined employable. They are required to attend a weeklong Job Search Workshop. Individuals who do not obtain employment are required to work with the employment unit to undergo an assessment and participate in assigned programs. Supportive services, including daycare and transportation assistance, are provided to clients to enable them to move forward to self-sufficiency. Work activities can include, but are not limited to, job search, Work Experience assignments, volunteer activities, vocational training, community service, therapy, counseling, etc. Individuals who do not comply with employment assignments are subject to sanctions that decrease or discontinue their benefits for certain time frames. Many individuals are exempt from work activities due to mental health, substance abuse or physical medical exemptions.
- Work Experience Program - The work experience program introduces the value of work by having participants develop work habits and job skills from participation in work assignments. Individuals are assigned to work sites at government or non-profit agencies with whom agreements are established.
- Disability Analyst – This position is provided via a contractual agreement with the J.M. Murray Center, Inc. and is located at the Department. The Disability Analyst establishes disability determinations for TANF and SN individuals presenting medical issues. This involves meeting with individuals and working with their doctors to obtain medical documentation that results in an exemption from employment activities and/or the pursuit of social security benefits.

Annual Update:

The COVID pandemic has led to a decrease in Temporary Assistance (TA) application numbers, particularly emergency assistance, which we attributed to the enhanced unemployment benefits, stimulus payments, and eviction and utility shut-off moratoriums.

	2017	2018	2019	2020	2021
New TA apps registered per year (Total of FA, SN, EAA, EAF, ESN)	1,835	1,702	1,677	1,225	1,211
FA apps registered	493	419	351	361	478
SN apps registered	1,042	1,233	1,105	822	718
Average number of days from FA application to determination	34	31	25	19	20
Average number of days from SN application to determination	39	38	28	38	30

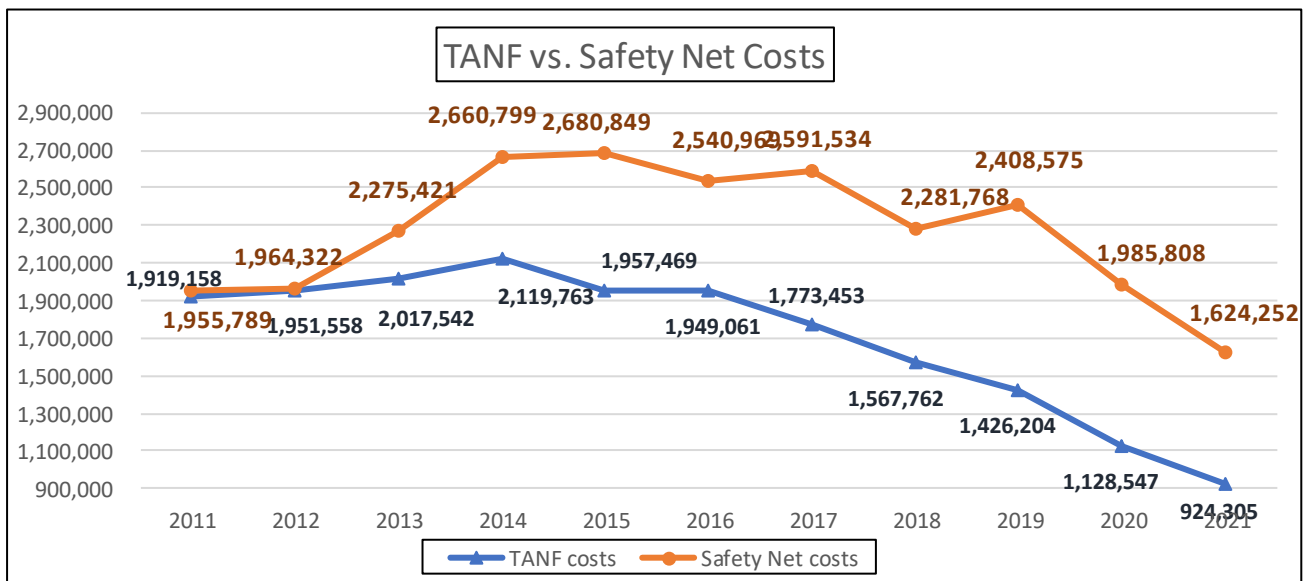
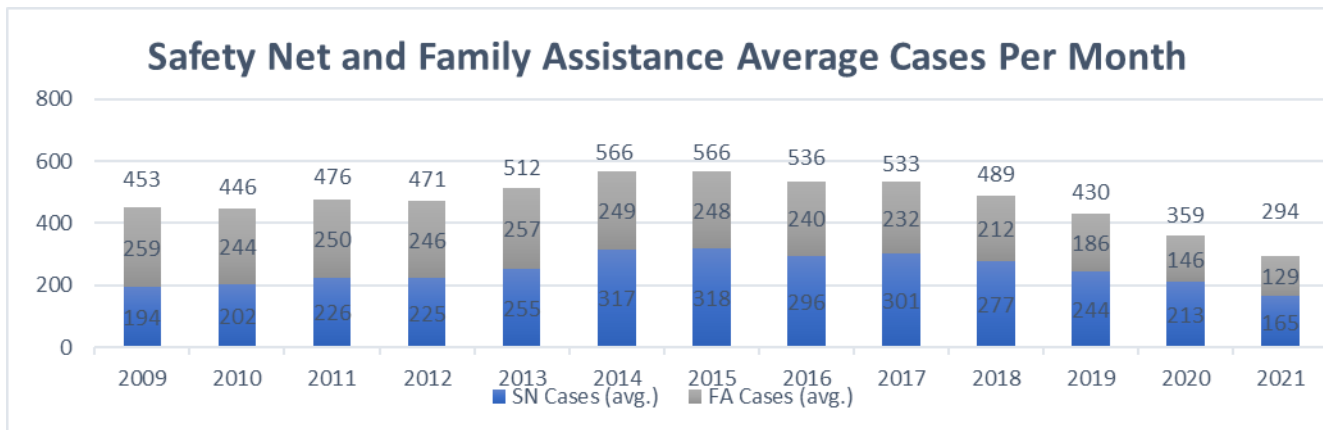
Emergency trends over the last five years are charted below, including EAF and EAA application expenditures. Things covered include emergency housing, evictions, utility, and fuel shut offs, etc. The waivers, moratoriums, and enhanced benefits put in place due to the pandemic have led to decreases in the number of emergency applications.

	2017	2018	2019	2020	2021
EAF apps registered	193	163	174	24	3
Amount of EAF emergency payments made	\$145,779	\$91,862	\$123,003	\$55,447	\$13,771
EAA payments	93	71	62	18	12
Amount of EAA emergency payments made	\$47,876	\$29,066	\$21,285	\$9,591	\$9,704

While everyone has the right to complete a Temporary Assistance application, not all applications are opened. Case situations change, applicants may not comply with eligibility requirements, or applicants may be determined programmatically ineligible. We open a relatively low percentage of applications received.

	2017	2018	2019	2020	2021
Percentage of TA applications opened for ongoing assistance	31%	27%	24%	24%	21%

Our Temporary Assistance caseload is impacted by several factors, including the number of new applications and employment opportunities available in the community. The most significant current factor impacting our caseload is the pandemic due to the eviction and utility shutoff moratoriums, increased SNAP and HEAP benefits for our households, and changes in the labor market. While our Temporary Assistance caseloads have decreased dramatically during the pandemic, we began to see gradual increases at the end of 2021. Since 2011, the county cost share of SN cases has been 71% while it is 0% for FA. The charts below outline historical costs and caseloads.



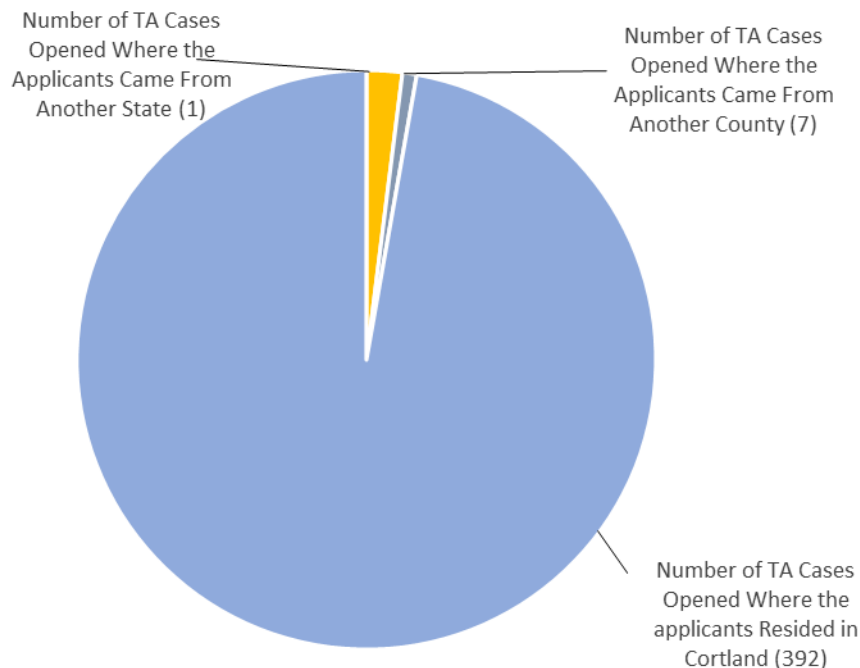
Our indigent burial numbers fluctuate but are relatively stable year to year.

	2017	2018	2019	2020	2021
Number of indigent burials	89	71	82	67	85
Burial expenditures	\$203,601	\$176,166	\$207,033	\$175,948	\$204,724

Because New York State requires counties to accept applications from anyone who applies in a county without any residency restrictions, we typically track the number of TA applicants received from other counties and states. The COVID pandemic caused our TA screening process to be paused for much of 2020 until August of 2021. In recent years, we have seen decreases in the number of people applying from other states and counties, and of those who do apply a very low percentage of them open for TA.

	# from another state applying for TA	# from another state who opened TA	# from another county applying for TA	# from another county who opened TA
2014	58	9 (15%)	131	19 (14%)
2015	61	12 (19%)	116	22 (18%)
2016	69	5 (7%)	107	12 (11%)
2017	39	7 (17%)	94	19 (20%)
2018	26	3 (11%)	99	14 (14%)
2019	8	1 (12%)	88	7 (8%)
2020	No data due to pandemic			
2021	36	5 (13%)	20	2 (10%)

Origin of TA Openings in 2021



One factor we analyze is the history of those who are applying for TA. Specifically, we consider whether they have received TA in the past in our county. This is done to help us consider service needs and how to best assist applicants escape the cycle of poverty. Since 2017 we started to see a lower percentage of people applying for TA for the first time. This remains steady.

	2017	2018	2019	2020	2021
New TA recipients who are new to TA	222 (40%)	163 (35%)	187 (47%)	121 (41%)	101 (40%)
New TA recipients who have received TA in the past	341 (60%)	297 (65%)	213 (53%)	173 (59%)	150 (60%)

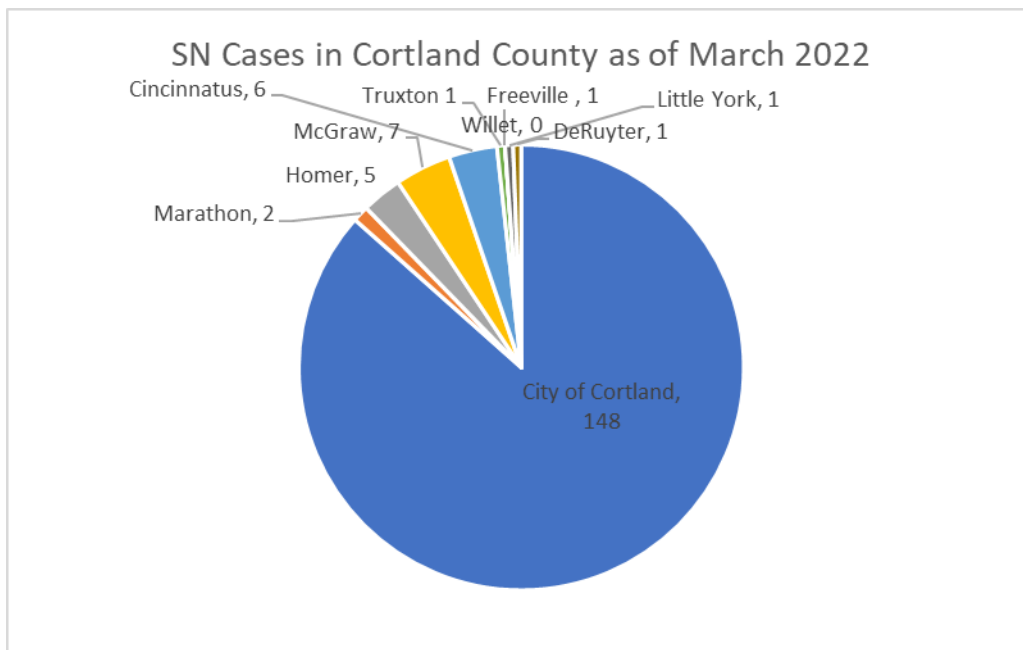
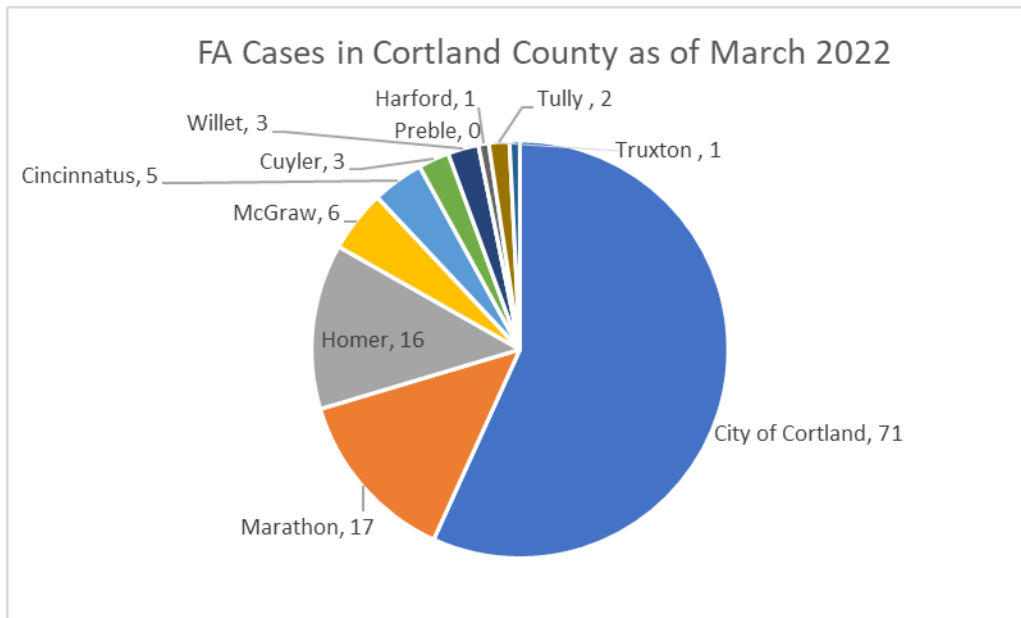
An ongoing challenge is the number of Temporary Assistance adult recipients who are exempt from work requirements due to a physical, mental health, or an alcohol/drug dependency issue. In accordance with New York State regulations, individuals who are exempt cannot be required to work on their job skills or search for employment. Those who are expected to be permanently disabled are assisted in applying for disability benefits. There are regular meetings and communications with local treatment and medical providers to ensure that exemption determinations are accurate and current, and that individuals are held accountable to comply with treatment recommendations. The COVID pandemic has led to an even lower number of TA recipients who are working due to state pandemic waivers and reduced caseloads. This number is expected to increase now that employment requirements can be enforced again.

	2017	2018	2019	2020	2021
# of all adult TA recipients who are exempt and unemployable (monthly avg)	356 (76%)	334 (77%)	289 (79%)	247 (79%)	166 (81%)
# of all adult TA recipients who are nonexempt and employable (monthly avg)	115	102	77	51	38
Of the nonexempt TA recipients above, those who are currently working either full or part-time (monthly avg)	35	34	26	8	4

Homeless individuals have presented a challenge because many individuals face chronic mental illness and substance abuse challenges making it difficult to maintain housing. Additionally, there are limited housing resources that are affordable.

	2017	2018	2019	2020	2021
Number of instances cases (individuals or families) were housed as homeless	246 (221 separate households, 25 were housed more than once)	339 (295 separate households, 36 housed more than once)	356 (316 separate households, 50 housed more than once)	311 (226 separate households, 45 housed more than once)	315 (249 separate households, 34 housed more than once)
Of those housed, the number of cases which were SN single males	116	163	218	187	183
# of homeless parolees housed	61 (25% of the total cases housed)	56 (17% of the total cases housed)	63 (18% of the total cases housed)	58 (19% of the total cases housed)	21 (6% of the total cases housed)
Average # of days each case was housed	28days	22days	28days	33 days	28
Total amount spent on homeless housing	\$313,501	\$341,191	\$550,099	\$465,864	\$355,796

As of March 2022, most of the cases are located within the city of Cortland (219 total cases, 71 Family Assistance and 148 Safety Net). The charts below indicate a higher percentage of Safety Net (SN) cases are concentrated within the City of Cortland than are Family Assistance (FA) cases. Any zip code areas within Cortland County not represented on either of these charts contained no cases. Not all current TA cases are represented here, as certain types of cases do not contain a local address, such as those in congregate care, rehab, shelter, or non-custodial caretaker cases outside of our county. We also carry cases for a specific amount of time when the recipient has moved out of county.



INVESTIGATION

Description:

This is the work done to avert fraudulent applications, investigate fraud allegations and to complete various resource recovery actions.

Annual Update:

We place a great deal of emphasis on our fraud investigation work. Applications with factors which may indicate possible fraud are referred to the Investigation Unit as FEDS (Front End Detection

System) referrals. A high percentage of our TA applications are reviewed as FEDS, helping us ensure that new applications do not contain fraud. Due to the COVID pandemic, FEDS requirements were waived from March 2020 through May of 2021, resulting in the lower numbers below. Case Investigations also decreased, primarily due to the waiver of in-person interviews. We anticipate these numbers to increase in 2022 and better mirror investigation numbers from prior years. Open assistance cases may be referred to the Investigation Unit if staff suspect possible fraud, and we accept and investigate any outside referrals.

	2017	2018	2019	2020	2021
# of TA FEDS referrals investigated	317	459	572	95	145
% of TA applications referred for FEDS investigation	18%	26%	34%	7%	12%
# of TA FEDS referrals found with case discrepancies	76	92	131	17	52
# of TA applications denied or withdrawn due to FEDS investigation	62	52	63	8	44
FEDS Cost Avoidance/for one month	\$108,882	\$88,453	\$93,955	\$12,492	\$67,823
# of open case investigations (may be from any program area)	143	113	105	138	51
# of individuals arrested for fraud	20	14	16	9	8
Fraud Investigation Recoveries	\$97,805	\$77,778	\$54,155	\$86,807	\$30,356
TA Lien Recoveries	\$25,000	\$8,666	\$10,328	\$7,125	\$45,808

SNAP/MEDICAID/HEAP/DAYCARE

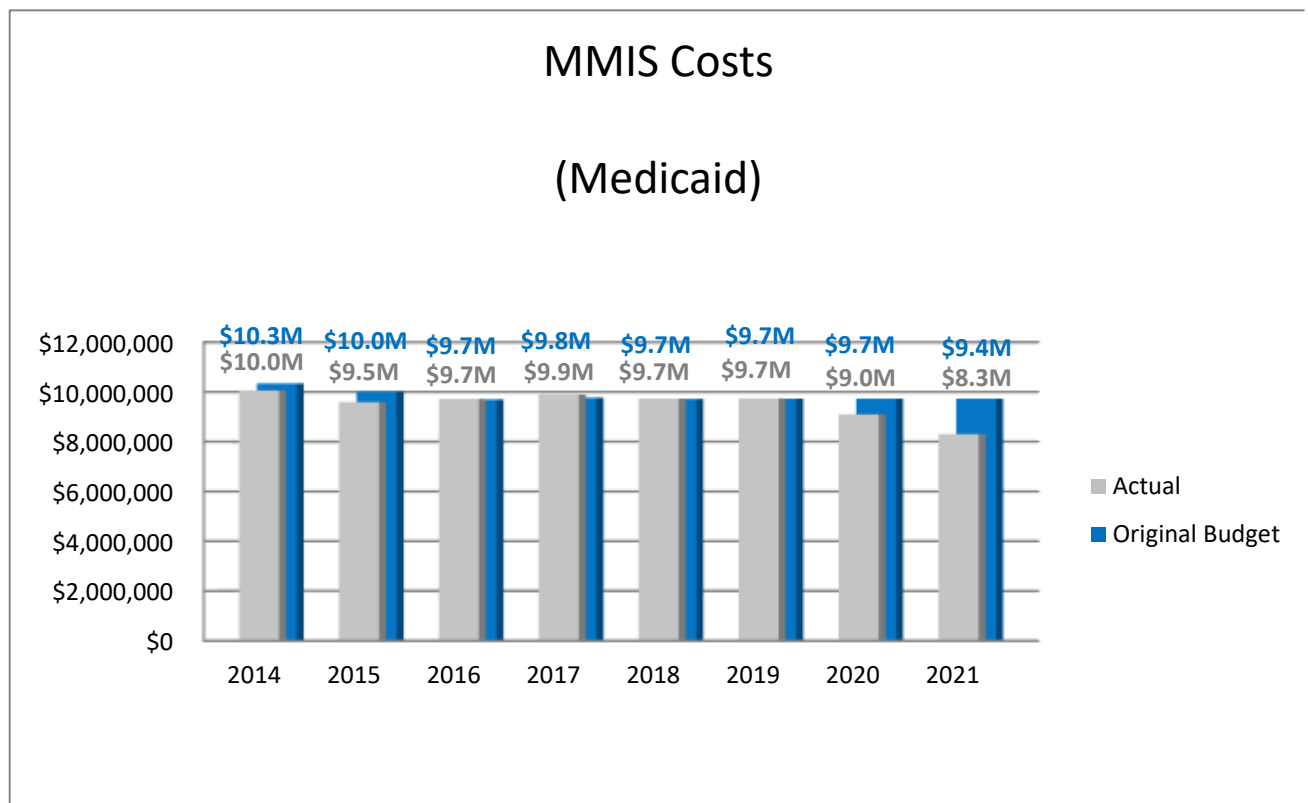
Descriptions:

- Supplemental Nutrition Assistance Program (SNAP) – This is a federally funded program that provides those who qualify with benefits to purchase food.
- Medicaid – This is a federal, state and locally funded program to provide various levels of health care coverage to individuals.
 - Community Medicaid – Cases for persons who qualify for Medicaid. These types of cases are being taken over by the NYS Exchange and are referred to as Maximum Adjusted Gross Income (MAGI) cases.
 - Chronic Care Medicaid – Cases that qualify for Medicaid under the Medicare Savings Program, the Medicaid Buy-In Program, and for those who are in receipt of Supplemental Security Income (SSI) or are a nursing home resident.
- Home Energy Assistance Program (HEAP) - This is a federally funded energy assistance program that helps with heating bills, furnace repairs and, in some years, with summer cooling benefits and furnace maintenance.
- Daycare – The Low-Income Daycare Program (LIDC) is for working parents whose earnings are within 200% of the poverty level and/or for parents transitioning from Temporary Assistance.

Daycare is also provided to Temporary Assistance recipients when they are engaged in employment activities.

Annual Updates:

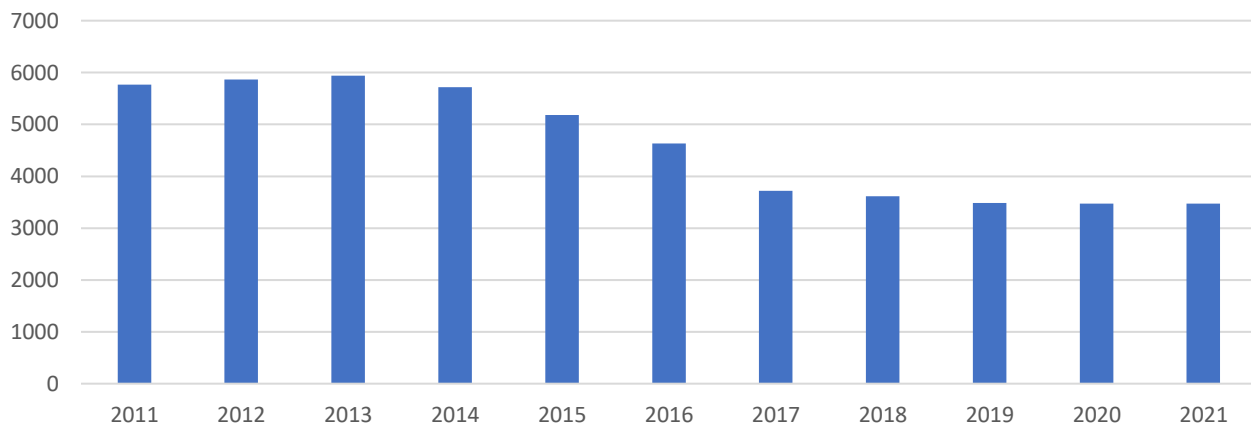
Medicaid costs are the largest driver of our DSS budget. They accounted for 62% of the county funds used in our DSS budget in 2021. This account is all local share and COMPLETELY OUT OF OUR CONTROL. Annual weekly share increases were to go to 0% after 2014, but then the impact of the Affordable Care Act (ACA) decreased our local weekly shares. The weekly shares are still estimated at this time and SFYs in 2016, 2017, 2018, 2019 and 2020 are not yet reconciled. The County is owed money. In 2021 the weekly share was decreased twice due to enhanced federal pandemic funding. This is an area we anticipate to negatively affect the county budget in future years as the temporary pandemic related reductions in county share will diminish.



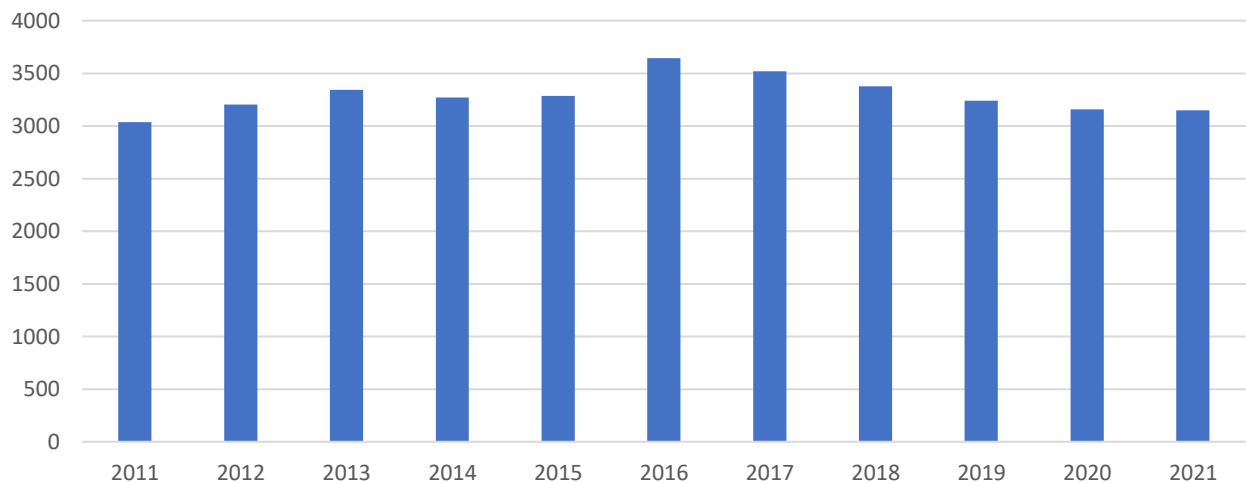
Medicaid cases began to decrease after 2016, as New York State continued to transition some cases away from local districts, but this process has been stagnant for years. The number of SNAP cases has remained consistent over the past few years. HEAP cases tend to fluctuate depending upon the severity of the winter season and the amount of funding provided. The COVID pandemic has significantly decreased the number of employed individuals in need of Low-Income Daycare assistance.

	2017	2018	2019	2020	2021
# of open SNAP cases (monthly avg.)	3,520	3,376	3,240	3,159	3,149
Average number of days from SNAP app to determination	17	15	13	12	15
# of open local MA cases (monthly avg.)	3,721	3,613	3,488	3,475	3,471
Average number of days from MA application to determination	29	33	20	17	24
Total number of HEAP benefits (regular/emergency/furnace)	4,510 (2016/2017)	4,907 (2017/2018)	4,901 (2018/2019)	4,813 (2019/2020)	4,800 (2021-2022)
Average number of days from HEAP app to determination	18	21	15	27	30
# of Low-Income Daycare cases (monthly avg.)	116	100	101	71	60

Average Medicaid Caseload



Average SNAP Caseload



SNAP, HEAP, and most Medicaid payments on behalf of recipients are paid outside of our county budget but represent significant federal and state spending. During the pandemic, the State authorized increased SNAP benefits to households.

Expenditures	2019	2020	2021
SNAP benefits authorized	\$8,067,816	\$11,329,129	\$15,751,602
HEAP benefits paid by OSC (FFY)	\$2,038,549	\$2,025,799	\$1,990,955
HEAP benefits paid locally	\$22,889	\$20,270	\$47,721
Medicaid paid locally (MMIS Account)	\$9,732,996	\$9,099,414	\$8,303,056
Total Medicaid for Cortland Residents	\$109,051,979	\$110,058,617	\$108,136,708

CHILD SUPPORT SERVICES

Description:

Child Support Services include the establishment of paternity, obtainment and enforcement of support orders, and the disbursement of funds. There are two types of cases. The largest type is Child Support Services (CSS) cases. These are private cases that are sought by one parent from another. Anyone in the County can receive assistance from the department in filing for paternity, support, or enforcement of an existing order. The other type of case is called Department of Social Services (DSS) cases. These are ones initiated by the department when money is owed for reimbursement of cash assistance or foster care placement. They can be considered either open or closed cases. Closed cases are those that have arrears owed to the department and a percentage of money might go to the department towards arrears while the rest goes to a custodial parent.

Annual Update:

The amount of money collected and distributed is as follows:

Collections	2019	2020	2021
Reimbursement to DSS	\$325,313	\$485,594	\$369,414
Distributed to a Custodian	\$4,487,017	\$4,519,853	\$4,302,078

There are performance measures monitored by the NYS Office of Temporary and Disability Assistance (OTDA). These measures are a percentage of the amount possible based on our active caseload each year.

Measures	2019	2020	2021
Paternity Established	97.76%	98.37%	98.44%
Support Established	95.95%	96.04%	96.66%
Support Collected	74.09%	78.46%	79.02%
Active Caseload (monthly average)	3,185	3,047	2,833

Our Child Support Investigators file petitions for CSS and DSS cases and our Child Support Attorney represents us on the DSS petition cases in court.

Petitions	2019	2020	2021
Total Petitions	938	733	618
DSS Petitions	356	321	265
CSS Petitions	582	412	353
Paternity Petitions	37	21	17
Support Petitions	279	224	208
Violation Petitions	154	133	124
Modification Petitions	351	272	216
Genetic Petitions	14	5	1
Uniform Interstate Family Support Act Petitions	103	78	52

Services Division

PREVENTIVE and FOSTER CARE

Description and Annual Updates:

Preventive services are provided on a voluntary or court ordered basis to work with families to identify needs and implement service plans. This is done by providing case management with contacts at least twice a month. The services provided meet mandated preventive services regulations in that families must have a child at risk of out of home placement for a specific documented reason. We have a contract with Probation whereby two Sr. Probation Officers provide preventive services case management to families eligible through the Persons in Need of Supervision (PINS) program.

Ave. per Month	2019	2020	2021
Number of open Preventive cases/month	112	86	85
Number of PINS Preventive cases/month (Probation)	20	22	27
Number of cases court ordered	55	32	26

We completed our first year with a new contract with Cortland County Mental Health (CCMH) to provide masters level social work and in-home support to youths and families involved with juvenile justice. We continued our contract with Elmcrest Children's Services for parent education (parent aide) services and family support with visitation services. It is designed to protect children, reduce trauma, engage families, and provide a discharge/permanency plan that can be achieved in the shortest amount of time possible. The program is rooted in safety and security for the children, while recognizing that foster care should be as temporary as possible on the path to permanency, and families should always be supported in staying together whenever possible. There was a drop in visitation hours provided due to COVID and the need to shift to virtual visitation.

During 2021, we spent a great deal of time planning for the implementation of the federal Families First law in October 2021. This law will eventually provide increased federal money for certain approved out of home placement prevention programs for cases meeting rigorous eligibility requirements. We continued to benefit from a grant funded consultant who is helping us assess our service needs, qualifying cases, and program development opportunities. We met many times in 2021 and plan to continue these efforts without our consultant in 2022.

Monthly Ave Cases Serviced	2019	2020	2021
CCMH (monthly average)	19	16	13
Elmcrest Parent Education Program (monthly average)	44	36	30
Elmcrest Family Support Placement cases (monthly average)	9	9	8
Total Visitation hours provided by Elmcrest in year	3,436	2,792	2,422

Children who need to be placed out of their homes due to parent or child behaviors can be placed in DSS custody (foster care) unless there is another parent or relative with whom they can be placed. Reunification efforts need to be made with parents in most instances regardless of who a child is placed with. In the past several years, we have seen more children placed with relatives. Due to a change in the law in 2016, we are now having several children in a new type of placement called a “release” to a non-custodial parent when removed from the custodial parent. This type of placement requires our department to provide services as though the child were placed with a relative until one of the parents is ready to have a private custody order granted by the court.

Monthly or Annual stats	2019	2020	2021
Children in foster care (monthly)	59	71	71
Children entering foster care (DSS custody) in year	36	59	39
- Child Protective Entries	27	41	21
- PINS/Voluntary Entries	0	2	11
- Relative Placements moved to foster care	9	16	7
Children with a relative/other parent (monthly average)	33	28	41
Children entering relative placement in first instance (annual)	15	24	22
Emergency foster care and relative removals total (annual)	42	65	43

Children placed in foster care must be placed in the least restrictive level of care. The least restrictive level is family boarding homes, which are recruited, trained, and certified by our department. When the needs of children are too challenging to be met in family homes, children are placed in therapeutic foster homes, group homes or residential centers that are operated by private agencies. Youths can be placed in non-secure or secure detention by the Juvenile Justice System either in DSS or their parent’s custody. In 2021, there was a significant law change in that Persons In Need of Supervision (PINS) youths can no longer be placed in non-secure detention, and if they are placed in foster care there is no reimbursement at all for the costs.

In mid-2021, we engaged in a contract with Hillside Children’s Center to perform foster parent recruitment, certification, and training activities. This was done to increase the quantity and variety of local foster homes to keep more children in care locally.

Monthly or Annual stats	2019	2020	2021
Number of children in foster homes (monthly average)	49	60	60
Number of children in higher levels of care (monthly average)	9	11	9
Number of children and bed days in non-secure detention (annual)	6 children/193days	0	0
Number of children and bed days in secure detention (annual)	0	0	61
Raise the Age Placements	0	1	0
OCFS Custody Placements	1	0	0

The amount paid in foster care costs can vary from year to year based on the number of children in care and the numbers in costly higher levels of care.

Our foster care rates were increased at state direction in July 2021:

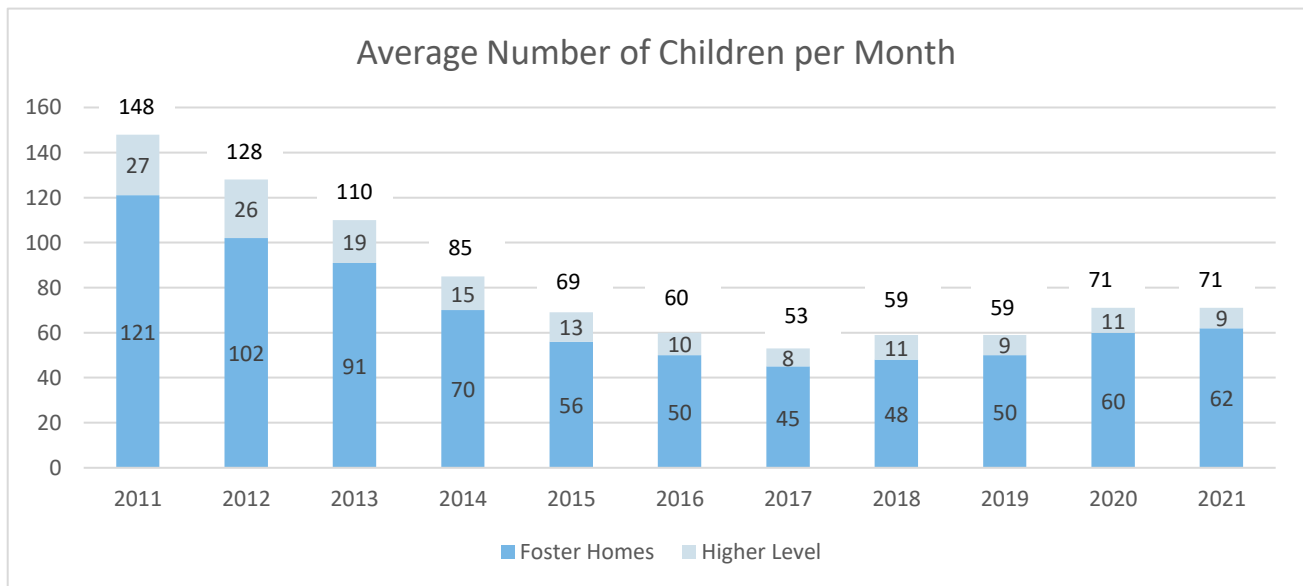
Higher levels of care average rates:

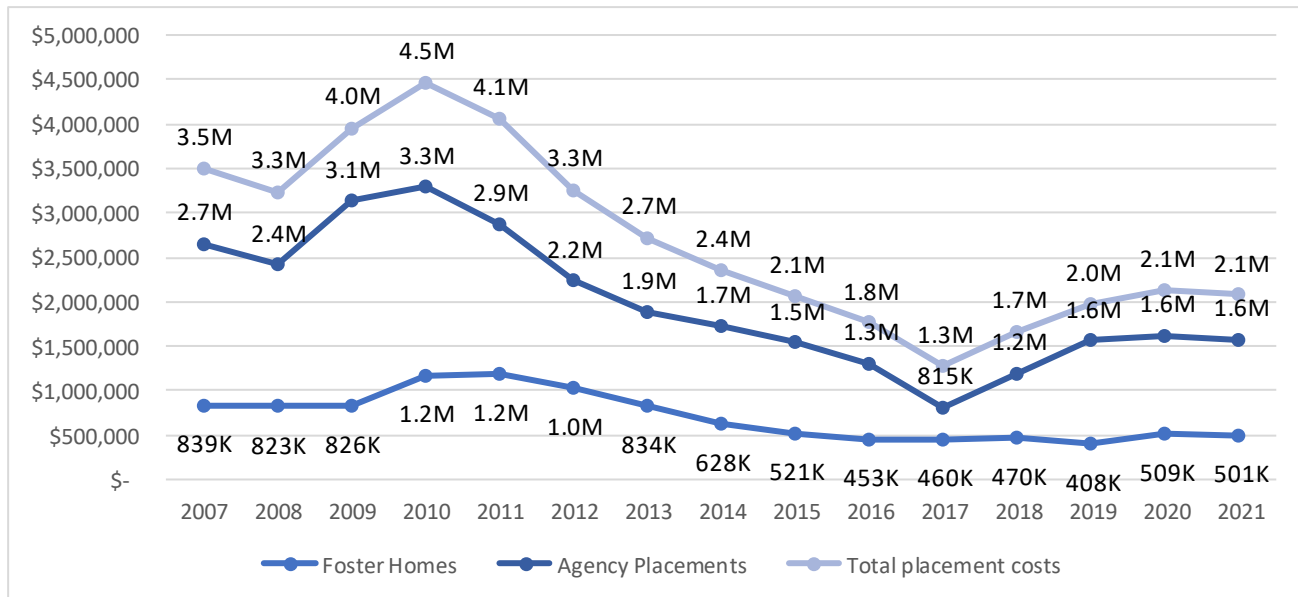
- Therapeutic Foster Homes - \$47,018/year
- Group Homes - \$68,100/year
- Residential Treatment Centers - \$230,983/year

County foster home rates:

- 0-3 yrs old - \$6,574 - \$12,771 /year
- 4-5 yrs. old - \$5,906 - \$12,103/year
- 6-11 yrs. old - \$7,209 - \$12,231/year
- 12-15 yrs. old - \$8,461 - \$12,563/year
- 16-21 yrs. old - \$8,636 – 12,739/year

The charts below demonstrate what the financial impact is of higher levels of care for children who cannot be safely cared for in our local county family foster homes. In 2021 15% of our higher-level foster care placements accounted for 76% of our total foster care costs as indicated in the charts below.





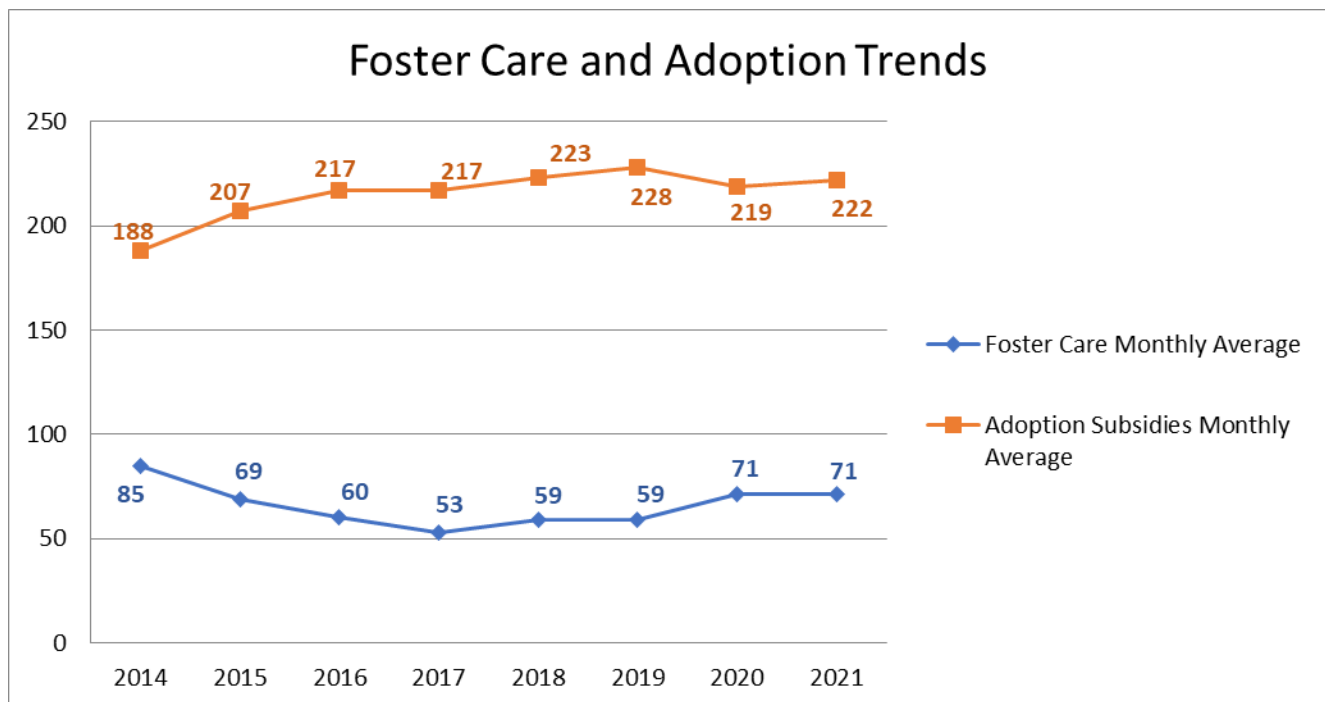
The federal Families First law will provide reduced funding for children who are placed in Residential Treatment Center levels of care. The costs above will be difficult to lower because the children in the highest cost programs are only those who cannot be maintained in lower-level community foster homes. Many of these children would have been served in state operated programs for those with severe mental health needs or developmental disabilities in years past, but the State has closed those programs thereby forcing children into the foster care system when residential care is needed. Additionally, Families First law will reduce the reimbursement we receive for these placements.

Whenever children are placed in DSS custody, efforts must be made to reunify them with their parents or other family members. If they cannot be reunified, efforts must be made to achieve another permanency option as soon as possible and after no longer than 15 months in foster care. This can be achieved through the termination or surrender of parental rights and adoption, or through a permanent custody or guardianship arrangement with another related adult. Catholic Charities ended the contract we had with them in August 2020 for adoption casework services including facilitating the completion of adoption paperwork with the adoptive parents, their attorneys, and the Surrogate Court. We absorbed this work back into the Department utilizing a caseworker in the foster care unit.

Annual stats	2019	2020	2021
Children Leaving Foster Care	40	29	50
Permanency Reports filed for children in out of home placement	137	169	186
Extension of Placement petitions (JD and PINS youths)	1	0	0
Termination of Parental Rights petitions	24	6	13
Surrenders accepted from parents	10	30	10
Children reunited with parent	8	3	9

Children placed permanently/released with another parent or relative	18	1	14
Children adopted	11	9	16
Children Aged Out to Independence	n/a	1	1
Adoption subsidies (annual cost)	\$1,999,593	\$1,917,371	\$1,968,938

As we have reduced foster care over the past several years, the number of children for whom we pay a monthly adoption subsidy has increased as represented in the following chart.



CHILD PROTECTIVE SERVICES (CPS)

Description

CPS reports are received locally from the State Central Registry (SCR) through the Connections computer system. The Department is required to assess the safety of all children in the household within 24 hours, which typically requires a face-to-face contact and assessment of the home. This service needs to be provided 24 hours a day, 365 days a year, which necessitates on-call staffing. The Department has 60 days to complete an investigation. If there is some credible evidence found to support the allegations of the report, then it is indicated. An indicated report will stay on file in the system until the youngest child in the household is 28 years of age. If there is no credible evidence to support the allegations in a report, then the report is designated unfounded, sealed, and retained for 10 years. The Department must assess risk and safety of all children named in a report and provide the least intrusive intervention, when necessary. This could include referrals to community

services, opening a preventive services case voluntarily, or court intervention that could order services and/or removal of children from their homes. The Child Advocacy Center is used by any caseworker assigned to investigate a case requiring the Multi-Disciplinary Team (MDT) joint investigation of potential abuse.

Annual Update

Cortland County has a history of being one of the highest counties for CPS reports per 1,000 children. In fact, in 2019, we were the second highest in the state at 95.8/1,000 children. In 2020, we were ranked 7th at 78.1/1,000. Due to the high number of reports and an on-going challenge with caseworker vacancies and leaves of absence, our workers received many more reports than recommended. The State recommended number of new reports assigned to a worker each month is 6, with no more than 15 cases open at any given time. Caseloads for our workers exceeded that during 2021.

We almost never achieve full staff capacity because the training takes 3-4 months, and not all new workers can successfully do the job, therefore, some attrition is expected.

	2019	2020	2021
Total CPS Reports (annual)	1,274	1,017	1,099
Consolidated Subsequent Reports of total (annual)	163	134	166
Reports involving substance abuse	332	291	295
Overdue Reports (monthly average)	53%	37%	31%
Percentage of workers with more than 15 open reports each month	49%	14%	56%
New reports per worker (monthly average)	9	9	10

Court intervention is always a last resort after referrals to community services and voluntary preventive services are ruled out, and children would be at high risk of harm without caretakers being under a court order. There are three main outcomes from neglect and abuse petitions. They are court ordered preventive services with or without orders of protection against an adult on behalf of children, placement of children in foster care, and placement of children with another parent or relative.

Annual Petition Totals	2019	2020	2021
New Petitions for Services	26	9	14
New Petitions for Out of Home Placement (foster care or relative)	40	42	47

COORDINATED CHILDREN'S SERVICES INITIATIVE (CCSI)

Description

The Coordinated Children's Services Initiative (CCSI) is intended to be a six to eight-month process of assessment, wraparound meetings, and evaluation that is used to help assist families and their youths in overcoming multiple system needs and to prevent out of home placements. A parent partner is assigned and available to work alongside a family 24/7 to help them address immediate needs, offer support, provide a family voice, identify family strengths and concerns, and to help them navigate the various services available. Wraparound meetings are arranged for each family to include all service providers and natural family supports. The participants of the wraparound meeting review needs and strengths of the family. A services plan is devised based upon those findings, and roles and responsibilities are outlined in the plan. Follow up wraparound meetings are scheduled as needed throughout the time the case is open.

Annual Updates

CCSI services were implemented in 2011 and have existed in partnership with Catholic Charities for contract parent partners since that time. The program served 59 families in 2021. There were only 26 family wraparound meetings in 2021 due to the pandemic. Tremendous success has been found with this program as evidenced by the following data.

Outcomes	2019	2020	2021
Out of home placements diverted	24	22	16
Number of youths placed out of home	0	3	4
Successfully Discharged	38	27	16

An important component of the CCSI program is the monthly community partner meetings that focus on collaboration and addressing service gaps. In 2021, this group, that was called Tier 2 and is now called Systems of Care, worked on the following priority goals:

1. Tier II was merged with a group of community leaders implementing a System of Care approach to community assessment and services.
2. The group continued to share information regarding local youth programs and services with community agencies as programs evolve to meet emerging needs. This involves having presentations from community agencies and having teams of presenters go to a group of regional school social workers to share the information.
3. The group worked on identification of needed services to support youths post-pandemic who are struggling with severe mental illness affecting both school and home lives.

ADULT PROTECTIVE SERVICES AND LONG-TERM CARE

Description

Reports for Adult Protective Service (APS) are received and accepted locally based on three criteria: reduced capacity for self-care, risk of harm/unmet essential needs, and no one else willing and able to assist. Cases are investigated for up to 60 days at which time they are closed or open for on-going monthly contacts. There are limited court interventions that can be taken in serious high-risk situations where an adult is in imminent danger and is unwilling or unable to accept essential services and competency is in question. These actions include court orders that grant DSS access to a home with law enforcement, orders to have an individual involuntarily taken for a medical evaluation, and orders that appoint a guardian for an adult's personal or property decisions. Additionally, APS works with individuals on a day-to-day basis to manage money and resolve situations such as homelessness and utility shut offs. They also assess and authorize various in-home Medicaid service supports for those with medical needs.

Annual Update

There continues to be a decline in the number of Adult Protective referrals received annually. In 2021 there was a 17% decline in new referrals. However, the percentage of new referrals that qualify to become investigations continues to increase. In 2020, 71% of new referrals became investigations and in 2021 78% became investigations. Just over half of the new referrals were cases of self-neglect meaning adults neglecting their basic needs and having untreated medical conditions. Of the cases involving neglect by others, financial exploitation continues to be the most common form of neglect. To help us better investigate and assist with financial exploitation situations, we continued to participate in an enhanced multi-disciplinary team (E-MDT) under the leadership of the non-profit LifeSpan funded by the NYS Office for Aging. Six financial exploitation cases were referred to the E-MDT in 2021.

The Covid-19 Pandemic continued to impact work done in the Adult Services unit. Covid-19 infections were higher which made it difficult to see clients at times. Workforce shortages led to extensive wait lists for services. Our two largest mental health agencies, Cortland County Mental Health and Family and Children's Counseling Services, had interruptions in service. The aide shortage increased, and our local skilled nursing facilities were unable to take new admissions at different points in time. These challenges led to unit staff looking for other creative solutions to meet the needs of the clients we serve.

Community collaboration continues to be the most effective strategy for serving adults with complex needs. Regular monthly meetings with the local hospital, County Mental Health Clinic, Office for Aging, Access to Independence and others provide a platform to strategize how to best meet the needs of the most difficult to serve individuals. In 2021 the County Adult Single Point of Access (SPOA) created a new referral form as an initial step towards bringing back the Adult SPOA.

Statistics	2019	2020	2021
Adult Protective Referrals (annual)	203	175	149
Adult Protective Investigations (annual)	92	125	116

On-going Protective Cases (monthly average)	6	4	4
Number of Court Interventions involving DSS (annual)	0	3	2
Number of Guardianship cases in year	3	2	1

Adult Services work includes financial management services for clients who cannot manage their own finances. The Social Security Administration appoints our department as representative payee when an individual has no one else willing and able to do so. Caseworkers assist clients in becoming more financially independent when appropriate.

This unit also provides homeless, utility shut-off, domestic violence, and general intake assessments.

Statistics	2019	2020	2021
Number of Financial Management Cases (monthly average)	199	187	199
Number homeless assessments (annual)	392	272	323
Number domestic violence waiver assessments	94	44	31
Utility shut offs addressed	10	2	2
Under 21 Referrals (Individuals under age 21 applying for TA)	51	50	36

Long term care services involve various types of Medicaid funded in-home aide and supportive services that are authorized after a doctor verifies a need, and a caseworker and nurse assess the person's level of need for services. There are many complicated ways individuals qualify for these services involving both fee-for-service and managed care systems. The State Department of Health (DOH) created the New York Independent Assessor (NYIA) program. This program was established to conduct the Community Health Assessment (CHA) to determine eligibility for Community Based Long Term Support Services (CBLTSS) and Medicaid Long Term Care (MLTC) Plan enrollment options for Medicaid consumers. The Department's responsibility for all CBLTSS cases beginning in 2022 will be to develop the individual's plan of care, which may include additional outreach to the individual including an in-home visit.

Average Cases per Month	2019	2020	2021
Number of Long-Term Care Cases	46	43	39
Number of Consumer Directed Cases	35	35	35
Number of PERS (personal response devices)	13	15	14

FISCAL REPORT for 2021

EXPENDITURE ACCOUNT DESCRIPTIONS

Administration: Salaries, Fringe Benefits, Equipment, Contractual

Daycare: This category reflects subsidies for families eligible for low-income daycare, families in receipt of public assistance and families transitioning off public assistance.

Services for Recipients: This category reflects services purchased for recipients of child protective services, foster care, mandated preventive services, domestic violence services, and adult protective services.

Medical Assistance: This category reflects any Medicaid related costs paid directly by our Department such as health insurance premiums paid on behalf of eligible Medicaid recipients.

MMIS: This stands for the Medicaid Management and Information System. Expenditures from this category are billed to us by the State and cover the various community services billable to Medicaid as defined by the State. Only the local share of Medicaid is reflected in this account. Beginning in 2006, expenditures from this category were capped at set weekly rates to cover the total local Medicaid costs for this MMIS account and the Medical Assistance account. The cap amount increased by approximately 3% each year until 2013 when the methodology changed, and the increase was only 2%. In 2014, the increase was 1% and thereafter the increase is 0% from year to year. However, the weekly share amounts are now being reduced due to enhanced federal funding for certain single adult populations related to the Affordable Care Act provisions and due to enhanced federal pandemic money.

Family Assistance: This category reflects any expenditure made for families who are eligible for Family Assistance cash benefits including emergency benefits and employment services. It also reflects any expenditure made for families in receipt of mandated preventive services and/or foster care services that meet eligibility criteria for EAF (Emergency Aid to Families).

Child Care: This category reflects any expenditure made for children in foster care who qualify for federal Title IVE funding, and for those children who are placed due to neglect or a voluntary instrument who do not qualify for any federal Title IVE or EAF funding. The costs for all children receiving an adoption subsidy are included in this account. Also, in this category, are the room and board costs for any children placed in a residential facility by school districts through the CSE (Committee on Special Education) and the tuition costs of children placed in the Office of Mental Health Residential Treatment facilities.

Juvenile

Delinquent: This category reflects any expenditure made for children in foster care who are adjudicated a PINS or JD and who are not eligible for federal Title IVE or EAF funding. This category also contains the expenditures made for any child placed in a detention facility.

State Training: This category reflects only the local share of costs for children placed in the custody of the New York State Office of Children and Family Services and placed at state operated facilities. These are children who have been adjudicated with serious JD offenses.

Safety Net: This category of cash assistance reflects any expenditure made for childless adults or families who have exhausted their 60-month time limit for Family Assistance who qualify for the state operated Safety Net cash assistance program. It includes emergency services for those who qualify.

HEAP: This is the Home Energy Assistance Program. It reflects any expenditure made for eligible applicants who qualify for a renter's benefit when heat is included in rent or who have vendors, such as wood vendors, that do not participate in the Office of State Comptroller vendor payment program.

Emergency

Aid to Adults: This category of assistance reflects expenditures made for those SSI recipients who qualify for an emergency benefit such as a utility shut-off or eviction.

2021 REVENUE DISTRIBUTION

Federal Share	\$6,646,079	26.2%
State Share	\$4,081,535	16.1%
County Share	\$13,391,086	52.9%
Local Revenue/Repayments	<u>\$1,203,753</u>	<u>4.8%</u>
Total	\$25,322,453	100.0%

2021 COSTS BY ACCOUNT

ADMINISTRATION

Administrative Costs	\$8,245,697
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Special Allocations

Non-Residential Domestic Violence	20,905
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Families First	30,000
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Behavioral Health	20,453
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Code Blue	<u>164,119</u>
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Total Grant Expenditures	\$235,477
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Total Administration	\$8,481,174
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PROGRAM ACCOUNTS

Family Assistance	\$2,128,458
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Cash Assistance	\$924,305
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Foster Care	\$826,438
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Preventive Services	<u>\$377,715</u>
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Safety Net	\$1,624,252
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Emergency Aid to Adults	\$9,704
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Juvenile Delinquent Care	\$2,624
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State Training Schools (OCFS)	\$142,626
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Child Care	\$3,528,289
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Foster Care	\$1,253,871
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Adoption Subsidies	\$1,968,936
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Raise the Age	\$91,018
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CSE & RTF	<u>\$214,464</u>
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Medical Assistance	\$0
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MMIS	\$8,303,056
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Services for Recipients	\$656,427
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Services for Recipients	\$647,587
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Raise the Age	<u>\$8,840</u>
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Home Energy Assistance Program	\$47,721
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Daycare	\$389,282
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Total Program	\$16,841,279
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TOTAL BUDGET EXPENDITURES	\$25,322,453
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2021 Annual Report

Financial Review and Program Highlights

Summary of 2021 Budget

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Difference</u>
Expenditures	\$30,268,404	\$25,322,453	(\$4,945,951)
Revenue	\$14,863,668	\$11,931,367	(\$2,932,301)
County Share	\$15,404,736	\$13,391,086	(\$2,013,650)

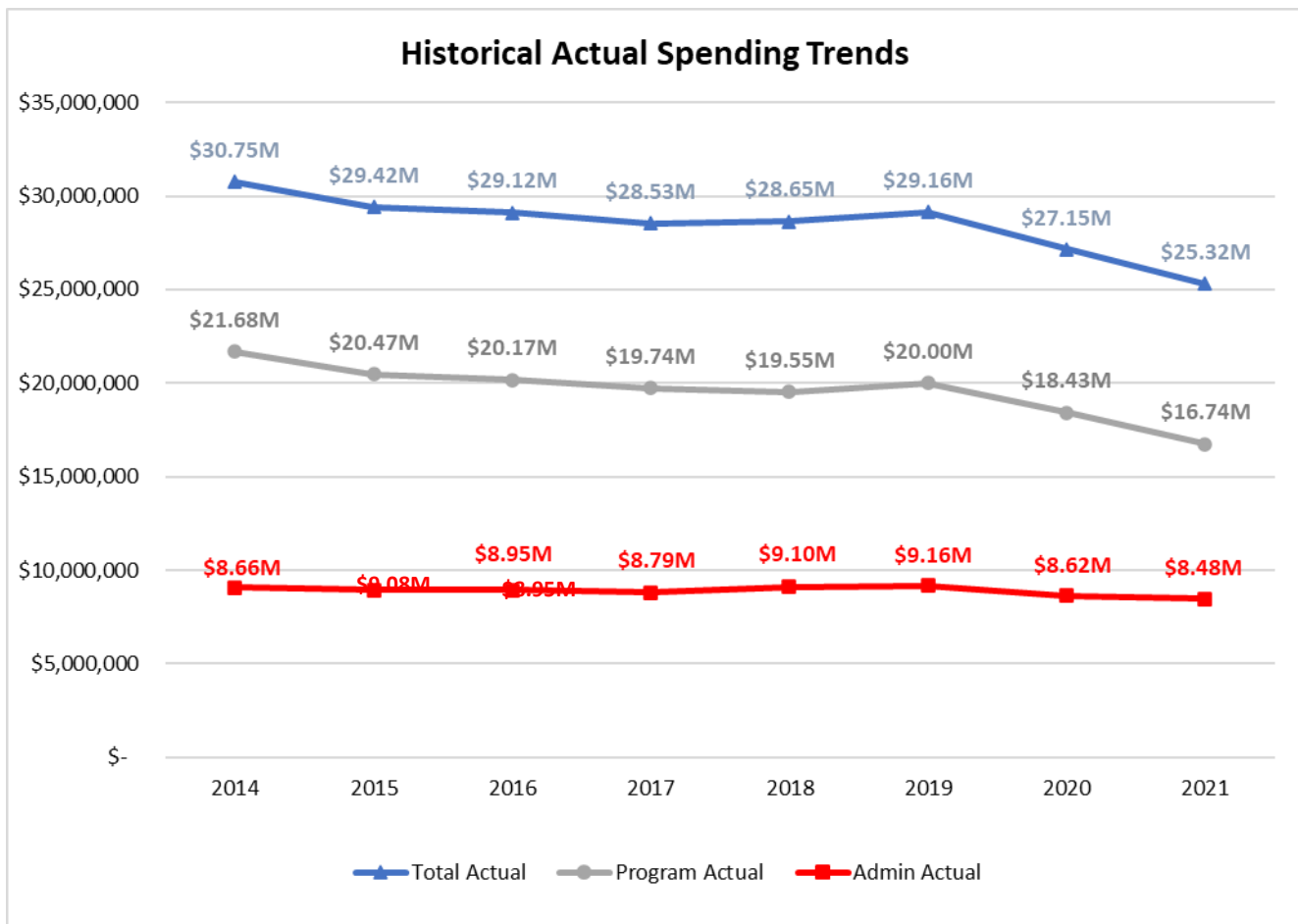
Summary of Expenditures

Administrative Accounts

	<u>Original Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>Estimated Local Share</u>	<u>Significant Highlights</u>
Salaries	\$5,158,096	\$4,932,482	(\$225,614)	\$1,678,324 34%	- CSEA raises were 2%, then another 4% in November - Increased staff leaving resulted in higher vacation payouts
Fringe	\$2,561,598	\$2,460,200	(\$109,398)	\$836,468 34%	- Workers Comp & Health Insurance costs were lower - Retirement costs were higher
Equipment	\$0	\$3,727	\$3,727	\$1,230 33%	- New computers purchased for interview rooms - FTI compliant shredder for SCU
Contractual	\$1,151,335	\$920,646	(\$230,689)	\$303,813 33%	- Sheriff security costs decreased due to having 2 P/T officers instead of 1 F/T and 2 P/T - Multiple contracts were underspent: Hillside, Job Search Workshop, Drug/Alcohol Screenings, DNA testing - Very little travel in 2021
Code Blue	\$166,800	\$164,119	(\$2,681)	\$20,939	Local share is portion of revenue that will be claimed in 2022
Raise the Age	\$738,000	\$99,858	(\$638,142)	\$4,736	- We paid only 3 full months of care and 5 months of aftercare - Local share is portion of revenue claimed in 2022

Program Accounts

	<u>Original Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>Estimated Local Share</u>	<u>Significant Highlights</u>
Daycare	\$652,000	\$389,282	(\$262,718)	\$59,286 15%	- Processed all applications received and put waivers in place for closures and absences due to COVID, but underspent - Appropriation based on block grant plus rollover
Services for Recipients	\$617,610	\$656,427	\$38,817	\$386,146 59%	- Shift in case eligibility from EAF to this account - Families First grant added
MMIS Medicaid	\$9,427,938	\$8,303,056	(\$1,124,882)	\$8,303,056 100%	- This is all local share - Weekly share was not increased as much as expected in April and was reduced in November due to federal money
Medical Assistance	\$0	\$0	(\$0)	(\$45,887) 0%	Local share shows as negative due to recoveries that we receive and return to State/Federal
Family Assistance	\$2,620,500 w/o RTA	\$2,128,458	(\$492,042)	\$289,576 14%	- Foster Care shifted back to this account from Child Care - Preventive costs shifted from this account to POS - TA caseload was down; many fewer emergencies due to COVID
Child Care	\$4,477,327 w/o RTA	\$3,437,271	(\$1,040,056)	\$448,931 13%	- Foster care costs decreased for higher level care facilities - No RTF placements, decrease in CSE kids - Slight increase in Adoption subsidies
Juvenile Delinquent Care	\$138,000 w/o RTA	\$2,624	(\$135,376)	\$1,924 Approx. 47%	- Transportation for secure detention placement - Part of local share is revenue that will be claimed in 2022
State Training	\$163,000	\$142,626	(\$20,374)	\$142,626 100%	We had 3 kids placed, total of 251 days @ \$627 per day local cost (2019 costs)
Safety Net	\$2,331,200	\$1,624,252	(\$706,948)	\$944,022 58%	- Local share was reduced due to SSI Repayments - Caseload is down, fewer emergencies due to CVD
HEAP	\$30,000	\$47,721	\$17,721	\$9,970 0%	No local share (Prior yr. revenue makes up difference)
Emergency Aid to Adults	\$35,000	\$9,704	(\$25,296)	\$5,926 61%	SSI emergencies fluctuate every year and COVID reduced this year.

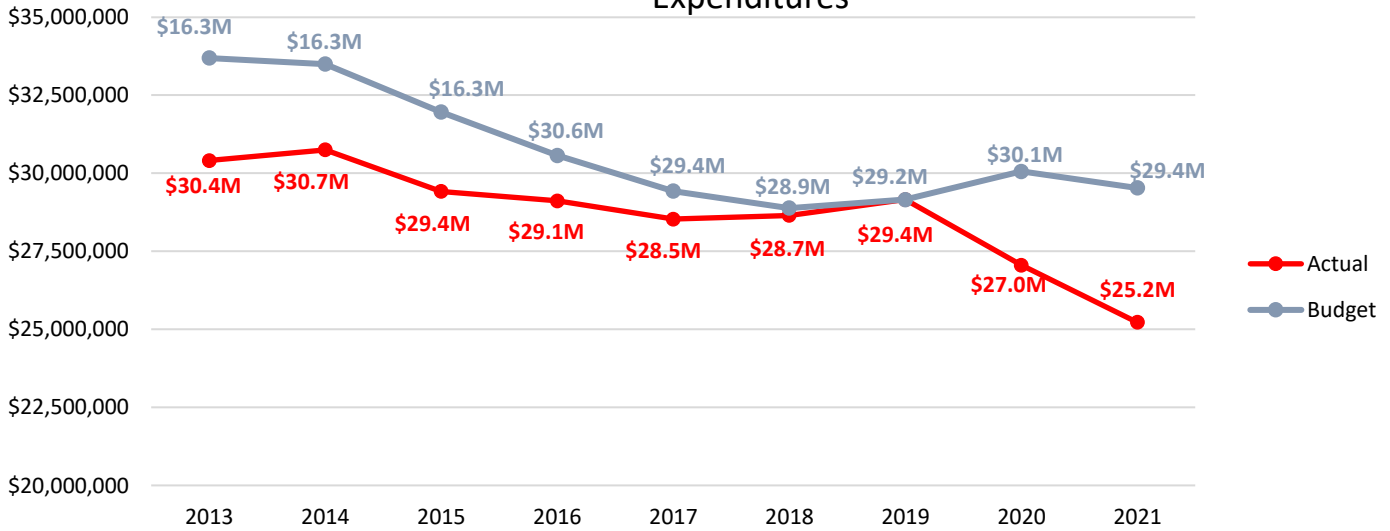


2021 Budget Summary Notes

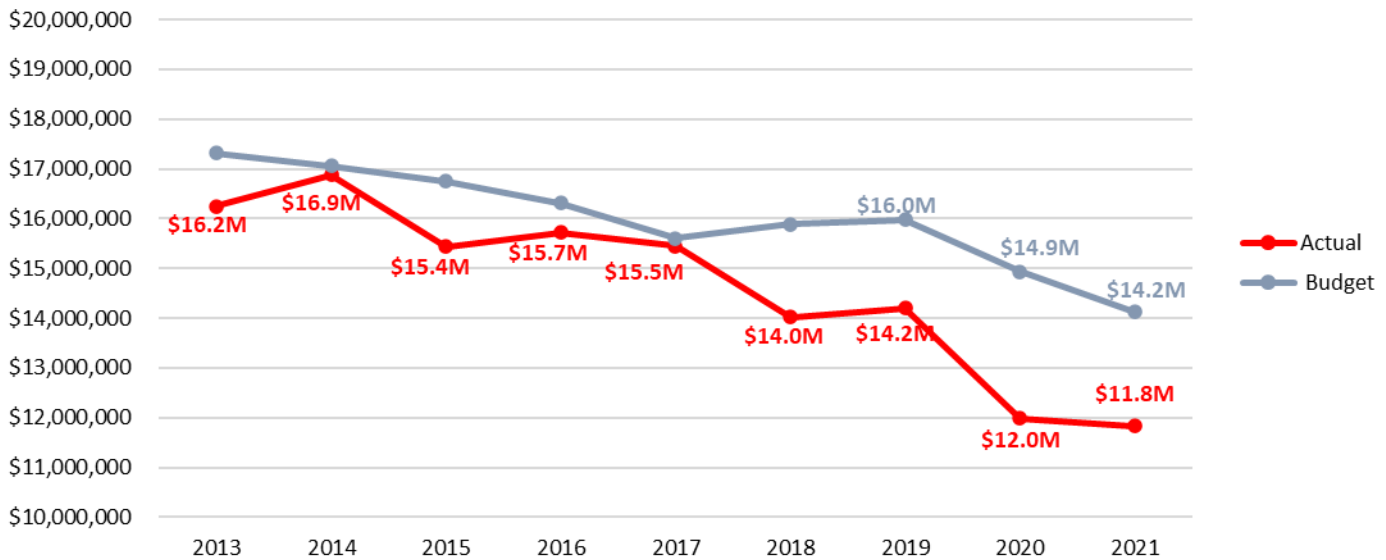
- Expenditures decreased in 2021 due to lower Temporary Assistance, Medicaid and institutional level child placements.
- Overall expenditures have not been our biggest budget challenge over the years. Reductions in revenue for mandated programs have been our challenge.
- Declining revenues have increased our county share in recent years.
 - Much of the actual revenue difference to budgeted amount in 2021 was due to decreased spending because when we do not spend, we do not draw down certain open-ended matching state and federal revenue streams.
 - We changed how we recognize child welfare revenue that is advanced to us then reconciled a year or more later. This money is being placed in a deferred revenue account rather than being recognized as cash when it is received. This allows us to recognize it after the State confirms final amounts owed to us. Due to underspending and county share savings, we have been able to accumulate savings in this account that will help when expenditures increase in future years due to state policy shifts.

Charts without Raise the Age costs

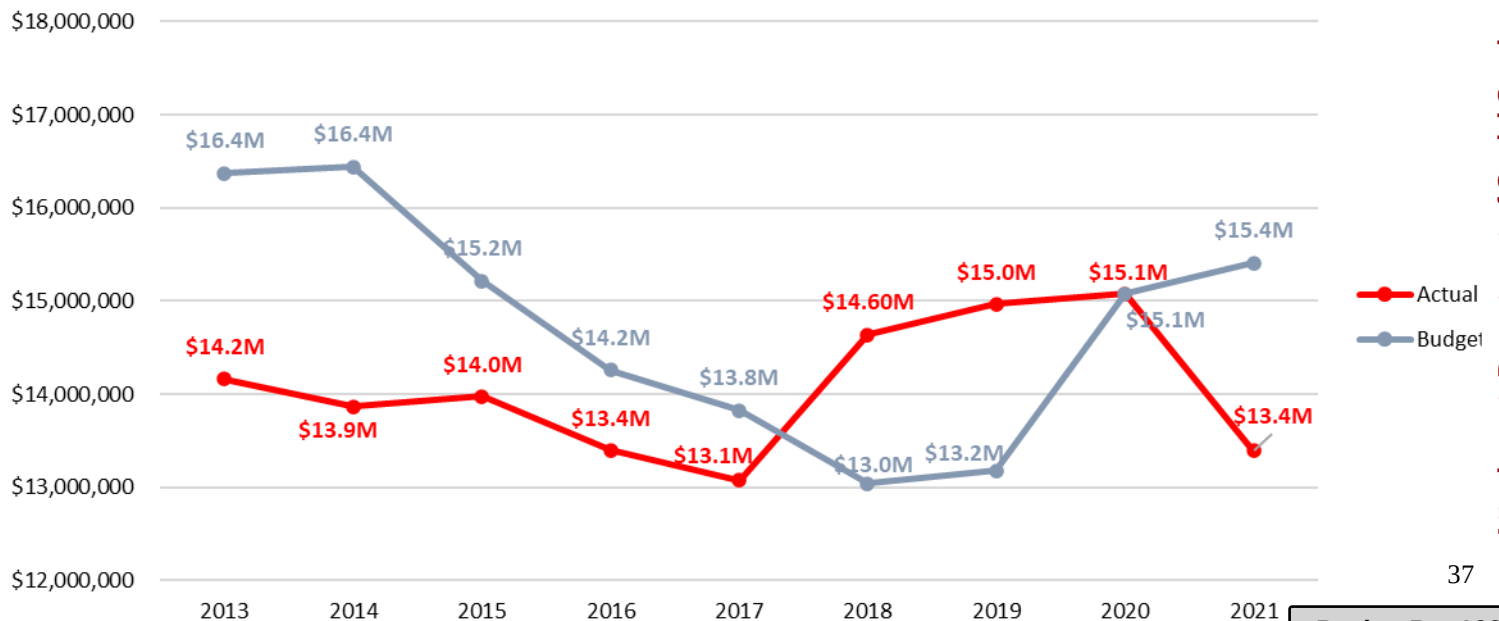
Expenditures



Revenues



County Share





**Cortland County
Administrative Policy Manual**

Drug-Free Work Place Policy

Policy/Procedure Number: 01.010

Modified Date (s): 11/22/1989, 3/10/2010

Resolution No.: 596-89, 119-10

Effective Date: 11/22/1989

Next Review:

Objective: The purpose of this policy is to secure for Cortland County employees a safe, drug-free working environment, and to insure compliance with the Federal Drug-Free Workplace Act of 1988, PL 100-690.

Reference (All applicable federal, state, and local laws): Federal Drug-Free Workplace Act of 1988, PL 100-690

Legislative Policy Statement:

Responsible Department: Personnel Department is responsible for maintaining and keeping this policy up to date.

General Information:

I. Definitions:

II. Policy:

The County of Cortland prohibits the unlawful use, possession, manufacture, dispensing, distribution, or misuse of controlled substances, use and possession of cannabis, alcohol, and all illegal drugs in all County workplaces, does not include cannaboid hemp products as defined by New York State Office of Cannabis Management, such as products made containing CBD.

Employees are required to notify their department head and the Cortland County Personnel Officer of any criminal drug statue conviction for a violation occurring in the workplace no later than five (5) calendar days after such conviction.

As required by the Federal Drug-Free Workplace Act of 1988, the County of Cortland will, within ten (10) calendar days of knowing of an employee's criminal drug statue conviction for a violation occurring in the workplace, notify granting agencies (as required by the Act).

Within thirty (30) calendar days of knowing of an employee's criminal drug statue conviction for a violation occurring in the workplace, the County of Cortland will take appropriate personnel action against the employee, up to and including termination, and/or require the employee to participate satisfactorily in a drug abuse rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement or other appropriate



Cortland County Administrative Policy Manual

agency. Each case shall be considered and evaluated on individual merits in relation to the specific facts of the situation.

The Department of Personnel/Civil Service will establish a drug-free awareness program to periodically inform County employees about:

- The danger of drug abuse in the work place;
- The County's policy of maintaining a drug-free work place;
- The availability of the County's Employee Assistance Program and such other drug counseling or rehabilitation programs as may be available; and
- The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Employees are required to abide by this policy as a condition of employment.



**Cortland County
Administrative Policy Manual**

Driver and Vehicle Use Policy

Policy/Procedure Number: 01.003

Modified Date(s):

Resolution No.: 486-16

Effective Date: 1/01/2017

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Next Scheduled Review:

Objective: To ensure all operators of a motor vehicle, while used on official County business, are qualified to drive and drive in a safe manner.

Reference (All applicable federal, state, and local laws):

Legislative Policy Statement: The purpose of this Driver and Vehicle Use Policy and Procedure is to ensure the County establishes a consistent system to determine that drivers on County business have sufficient knowledge about vehicle handling, portrayed through a safe driving record, so as to protect employees, volunteers, clients, the public and the County from an unsafe driver. Additionally, this Policy and Procedure will outline the acceptable uses of a County owned or leased vehicle.

Responsible Department(s): Personnel Department is responsible for maintaining and keeping this policy up to date.

General Information: This policy includes both County-owned or leased motor vehicles and privately owned motor vehicles used while on County business. Further, this policy will apply to employees of the County as well as any individuals serving the County in a volunteer capacity. Some provisions of this policy may not apply to law enforcement personnel.

I. Definitions:

- A. **Driver:** The operator of a motor vehicle.
- B. **County Vehicle:** Any vehicle, usually motorized, owned or leased by Cortland County.
- C. **Personal Vehicle:** Any vehicle, usually motorized, that is owned or leased by an individual or entity that is not Cortland County.
- D. **Smoking** – inhaling or exhaling from, or possessing, a lighted pipe, lighted cigar, operating electronic smoking device, or lighted cigarette of any kind, or the lighting of a pipe, cigar, electronic smoking device, or cigarette of any kind, including but not limited to, tobacco, cannabis, or any other weed or plant.

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Cortland County Administrative Policy Manual

knowledge about vehicle handling, portrayed through a safe driving record, so as to protect employees, volunteers, clients, the public and the County from an unsafe driver. Additionally, this Policy and Procedure will outline the acceptable uses of a County owned or leased vehicle.

III. Procedure:

- A. The County procedures regarding requesting use of a County vehicle are as follows:
 1. All County vehicles will be parked overnight at their designated location either at the County Court House, Mental Health Clinic, Sheriff's Department, Highway Department, or the lot off Elm Street with the exception of the following:
 - i. If the driver is on call and the vehicle is required for that assignment;
 - ii. It is a contractual agreement that the driver is allowed to drive the vehicle to his or her residence; or
 - iii. The Department Head or County Administrator has given permission for the driver to drive the vehicle to his or her residence.
- B. The County procedures regarding driver qualifications, requirements and expectations are as follows:
 1. Every driver of county vehicles and those using personal vehicles for purposes of county business will comply with all applicable laws of New York State, any other state in which the operation is required as well as any additional regulations of the County;
 2. Every driver is expected to maintain the requirements of the necessary New York State Driver's license he or she holds;
 3. Every driver must inform his/her supervisor of any suspension, revocation, restriction or limitation of their driving privilege. Failure to do so by the next work day following knowledge of any change may result in disciplinary action up to and including termination of employment with the County;
 4. No vehicle, while on County business, is to be operated by an improperly licensed driver or by a driver with an unacceptable driving record or history, nor should any passenger in such vehicle knowingly allow a driver to operate the vehicle in violation of this policy;
 5. Any driver found to have an unacceptable driving record may be subject to appropriate disciplinary action up to and including termination of employment with the County;

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Attachment: Redline Driver and Vehicle Use Policy (10745 : Amend Driver and Vehicle Use Policy)



**Cortland County
Administrative Policy Manual**

6. An unacceptable driving record would consist of any of the following situations and/or convictions within the past twelve (12) months:
 - i. DWI, DWAI-Drugs and/or DWAI [or any equivalent conviction in another jurisdiction];
 - ii. Vehicular homicide;
 - iii. Vehicular assault;
 - iv. Use of a motor vehicle in the commission of a felony or misdemeanor as such would be defined under New York State Law or its equivalent in another jurisdiction;
 - v. Reckless, careless and/or negligent driving;
 - vi. Operating a motor vehicle without the owner's consent;
 - vii. Fleeing or attempting to elude a police officer;
 - viii. Driving while license/registration is suspended or revoked;
 - ix. Hit and run or leaving the scene of an accident with injury or death resulting, or property damage exceeding \$100.00;
 - x. Two (2) moving violations within any twelve (12) month period of time.
7. Any driver who receives two (2) moving violations within any twelve (12) month period will be reviewed by his or her Department Head in conjunction with the Director of Personnel and may recommend appropriate action including a suspension of driving for County business. In cases where driving is a job requirement, this may result in an inability to do assigned work and therefore require termination of employment with the County;
8. Any driver using medication or who has any other condition, whether permanent or temporary, that would impair his or her ability to drive, must immediately inform his or her supervisor. Every attempt will be made to provide another driver.
9. No driver will consume any alcoholic beverages or other intoxicants including but not limited to cannabis two (2) hours prior to his or her scheduled work time or consume any alcoholic beverages or other intoxicants during work hours;
10. No driver will operate a County vehicle or operate a private vehicle while on County business if he or she has consumed alcoholic beverages or other intoxicants including but not limited to cannabis within two (2) hours prior to working; while in possession of an open container of an alcoholic beverage or other intoxicant hangover that adversely affects a driver's physical or mental faculties to any perceptible degree; or if the driver's



**Cortland County
Administrative Policy Manual**

blood alcohol content (BAC) exceeds .00 for law enforcement personnel or .02 percent for all other personnel. Violation of this policy is subject to disciplinary action up to and including termination of employment with the County. To address these concerns please refer to the applicable Collective Bargaining Agreement (CBA) regarding reasonable suspicion and what to do in this type of situation and/or contact the Personnel Department at 607-753-5076.

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C. Standard for Operation of Vehicles

1. Before initial use of any vehicle each day, the driver will inspect his or her assigned vehicle for damage, inoperable lights, safe tires and any other condition that may be a safety hazard. Any deficiency found must be reported to a supervisor immediately;
2. Seatbelts must be worn by the driver and all passengers whether the motor vehicle is owned or leased by the County or is a personal vehicle or an emergency exists;
3. When a private vehicle is used for County business, the driver of the vehicle will assure to his or her supervisor that;
 - i. The vehicle is in operable mechanical condition;
 - ii. The vehicle is registered, inspected and insured as required by New York State Law. Evidence of insurance must be provided annually to the County Safety Officer.
4. The use of County vehicles for any private purpose is prohibited;
5. Non-County personnel are not allowed in County vehicles unless on official business;
6. Each driver is responsible for the condition, contents and utilization of his or her assigned vehicle;
7. Alcoholic beverages or other intoxicating agents including but not limited to cannabis are not allowed in County vehicles under any circumstances, except for law enforcement purposes;
8. Smoking is not allowed in County vehicles under any circumstances;
9. No driver is allowed to text or use similar devices in County vehicles while the vehicle is moving (if the vehicle is not in park then it is a moving vehicle). Texting or use of similar devices is only allowed when the driver of a County vehicle is parked and not creating any road hazard;



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10. No driver is allowed to use his or her cell phone, without a hands-free device while the vehicle is moving (if the vehicle is not in park then it is a moving vehicle). Use of a cell phone without a hands-free device is only allowed when the driver of a County vehicle is parked and not creating any road hazards;
11. Drivers who use two-way radios must do so in the proper manner as follows:
 - i. Drivers must call 'in' and 'out' of service;
 - ii. Drivers must give the proper vehicle number;
 - iii. Drivers must give their location;
 - iv. Drivers must send a short and courteous message;
 - v. Drivers will not use derogatory or abusive language;
 - vi. Drivers will not use two-way radios for private use;
 - vii. The two-way radio system is to be used for operations and emergencies and is monitored and regulated by the County and the Federal Communications Commission.
12. Drivers of County vehicles as well as drivers using personal vehicles for County business will not park in "NO PARKING" zones or any other zone or area where parking is prohibited;
13. In emergency situations, drivers will use emergency blinkers;
14. Drivers of County vehicles will pay any traffic tickets or parking tickets unless due to the circumstances the Department Head approves otherwise. The driver must advise his or her supervisor, Department Head and the County Safety Officer upon receipt of a ticket while driving a County vehicle. This provision also applies to drivers using a personal vehicle for County business who receives a ticket.
15. All County vehicles must be locked when not in use or are left unattended;
16. All vehicles equipped with a tailgate will have the tailgate up and locked when the vehicle is in motion. If the vehicle's function requires the tailgate to remain in the open position, the red flags must be attached to the load;
17. If a vehicle does not have tailgate but is loaded, the driver of the vehicle will make sure the load is secure and that any overhangs are properly marked in accordance with applicable federal, state and local laws;



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18. While the vehicle is in operation, the driver will not engage in any activity which will be a distraction from safe operation of the vehicle, including but not limited to consuming a meal, reading, texting or using a similar devices, or talking on a cell phone without a hands-free device. A snack and non-alcoholic beverages may be consumed while driving but drivers are warned to exercise caution and not to create any type of hazardous situation;
19. The driver and any passengers will insure that all trash and personal items are removed from the County vehicle after each use.

D. Accidents

1. Always call 911. Keep in mind that it is a crime to leave the scene of an accident that causes death, personal injury or property damage;
2. The driver or passenger, if the driver is unable, must notify his or her supervisor and the County Safety Officer (607-753-5081) of the accident immediately, if possible, but no later than 24 hours after the accident;
3. The driver or passenger, if the driver is unable, must file the County Incident/Accident Report form within 24 hours by online submission or fax to (607)756-3489;
4. If the driver is involved in an accident that involves only property damage of \$1,000.00 or less then the driver must stop and exchange information with the other involved driver(s) that will include the exchange of information about driver's licenses, insurance and registration of vehicle of involved drivers;
5. If the accident involved a parked vehicle, other damaged property or the injury or death of a domestic animals, the driver must locate the owner or contact the police;
6. If the property damage of any person exceeds \$1,000.00, there was a fatality or personal injury then all of the drivers involved must file form MV-104 within ten (10) days of the incident. Failure to file within 10 days is a misdemeanor. In addition a driver may have his or her license and/or registration suspended until the report is filed with the Department of Motor Vehicles;



**Cortland County
Administrative Policy Manual**

7. A driver using a County vehicle or operating a private vehicle while on County business who causes an accident may be subject to disciplinary action up to and including termination of employment with the County.

E. Corrective Action

1. Corrective actions for violations of the policy should be carried out by the driver's Department Head or his/her designee;
2. All corrective actions should be progressive and consistent. The Director of Personnel will be consulted prior to any disciplinary or corrective action to ensure compliance with the appropriate collective bargaining agreement (CBA) and/or policy;
3. The following are recommendations for corrective action; however, nothing in the policy precludes termination of employment on the first offense where the circumstances warrant it:
 - i. Minor violations may be dealt with through training or verbal reprimands for the first occurrence. Subsequent violations may be resolved through application of progressively severe actions including suspension. Major or repeated violations may result in termination of employment consistent with applicable personnel rules;
 - ii. Any driver action on County business who is convicted of a moving violation may be disciplined in accordance with the policy for the first offense, with progressively severe discipline for conviction of subsequent moving violations. Any driver who receives two (2) moving violations in any 12 month period will be reviewed by his or her Department Head in conjunction with the Director of Personnel and may recommend appropriate action including a suspension of driving for County business. In cases where driving is a job requirement, this may result in an inability to do assigned work and therefore require termination of employment with the County;
 - iii. Any driver convicted of driving while intoxicated or under the influence of any intoxicating substance including but not limited to cannabis while on County business or in a County vehicle may be subject to discipline up to an including discharge in accordance with the appropriate CBA and/or policy;
 - iv. Any driver convicted of driving while under the influence of any intoxicating substance including but not limited to cannabis will not operate a vehicle on the County's behalf until the individual is in possession of valid driver's license and the case has been

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Attachment: Redline Driver and Vehicle Use Policy (10745 : Amend Driver and Vehicle Use Policy)



**Cortland County
Administrative Policy Manual**

reviewed and continued driving is approved by the Department Head and Director of Personnel.

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Cortland County Administrative Policy Manual

Tobacco and Cannabis Use Policy

Policy/Procedure Number: 02.003

Modified Date(s): 8/1/2011, 4/26/2018

Resolution No.: 192-18

Effective Date: 4/26/2018

Next Scheduled Review:

Objective: To establish policy regarding tobacco and cannabis use on County-owned or leased properties or in County maintained facilities, thus reducing exposure to secondhand smoke and/or vapor by visitors and employees, and upholding the County's commitment to enhancing the health and safety of its employees and residents.

Reference (All applicable federal, state, and local laws): Public Health Law Article 13-E, New York State Clean Indoor Air Act

Legislative Policy Statement: Recognizing the accumulated weight of scientific studies that document the harm to public health from exposure to both direct and secondhand tobacco and cannabis use, it is the policy of the Cortland County Legislature to prohibit tobacco and cannabis use in all its facilities and mobile equipment and on all its properties, with exceptions.

Responsible Department(s): Personnel is responsible for maintaining and keeping this policy up to date.

General Information: Numerous studies have found that tobacco use is a major contributor to indoor and outdoor air pollution. Reliable studies have shown that breathing secondhand smoke or vaping aerosols, whether in an indoor or outdoor atmosphere, is a significant health hazard for several population groups: including older adults, individuals with cardiovascular disease, individuals with impaired respiratory function, those with asthma and those with obstructive airway disease. Non-tobacco/cannabis users who suffer allergies, respiratory diseases and other ill effects of breathing tobacco/cannabis smoke and/or aerosols may experience a loss of job productivity or may be forced to take periodic sick leave because of such adverse reactions. Smoking is a potential cause of fires and can cause unnecessary losses. Vaping and the use of other aerosol delivery systems has been related to injuries and potential risk of death due to the combustion of these devices. Tobacco and cannabis products are chemically addictive and contribute to escalating health insurance expenditures.

I. Definitions:

- a. Facilities and property (leased or owned) – includes Cortland County maintained buildings, parking lots (including privately owned vehicles while on County property), entrance lanes, sidewalks, structures, County-owned vehicles, and landscaped areas
- b. Smoking – inhaling or exhaling from, or possessing, a lighted pipe, lighted cigar, operating electronic smoking device, or lighted cigarette of any kind, or the

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classified secondhand smoke as a Group A carci
that is, a substance known to cause cancer in hu
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A carcinogens. Due to the acknowledged hazard
from exposure to secondhand smoke, it shall be
County's policy to provide a smoke-free area an
every County owned building. This policy cover
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Cortland County Administrative Policy Manual

lighting of a pipe, cigar, electronic smoking device, or cigarette of any kind, including but not limited to, tobacco, cannabis, or any other weed or plant.

- c. **Tobacco products** – broad terms that include products containing tobacco such as cigarettes, cigars, pipes, chewing tobacco, snuff, and/or any other substance capable of being burned, ingested, or inhaled. As defined by the FDA, also includes vaporizers, e-cigarettes, and other electronic nicotine or aerosol delivery systems.
- d. **Cannabis products** – products containing usable cannabis, extract, or any other cannabis resin and other ingredients intended for human consumption or use, including edible cannabis products.

II. Policy:

The New York State Clean Indoor Air Act (Public Health Law, Article 13-E) prohibits smoking and vaping in almost all public and private indoor workplaces (including company-owned vehicles) to protect workers and the public from exposure to harmful secondhand tobacco smoke and vaping aerosols.

All Cortland County facilities and property, whether owned or leased, shall be tobacco-free and cannabis-free **effective September 1, 2022**; this includes use being prohibited during all evacuation drills and/or events. Employees are also not permitted to leave the assigned area in order to use such products during drills/events.

The only exceptions are as follows:

- **COUNTY-OWNED or LEASED PROPERTY (NOT INCLUDING COUNTY-OWNED PARK):** Tobacco use may be permitted, by County employees only, in designated areas located on County-owned or leased property (except for the County-owned park) approved by either the Department Head of areas of County property for which they are responsible and the County Administrator (or designee in the absence of a County Administrator). All tobacco materials used in designated areas will be extinguished and disposed of in appropriate containers.
- **COUNTY-OWNED PARK:** Tobacco use is permitted by County employees and members of the public in marked designated areas at the County-owned park. All tobacco materials used in designated areas will be extinguished and disposed of in appropriate containers.
- **COUNTY SHERIFF'S DEPARTMENT:** All Sheriff Department employees must adhere to the Sheriff's Smoking and Tobacco Use Policy.

III. Procedure:

Employees will be informed of this policy through signage throughout County property. Additionally, the policy will be disseminated to newly hired employees at orientation. Visitors

Deleted: Smoking shall mean inhaling of, ex or burning any type of matter or substance that c tobacco, including, but not limited to cigars, cig pipes, vaporizers, e-cigarettes, and other electro nicotine delivery systems. ¶

Effective April 1, 1994, all Cortland County o buildings and vehicles (owned or leased) becam tobacco smoke free and tobacco use free. ¶

Effective August 1, 2011, smoking will be pro within a fifty-foot radius of all County owned bu with the following exceptions:¶

The smoking structure at 60 Central Avenue¶

Public Safety Building stairwell¶

All Sheriff Department employees must adhere Sheriff's Smoking and Tobacco Use Policy¶

Effective May 1, 2018, during all evacuation and/or events employees are prohibited from and cannot leave the assigned area in order to

Smoking cessation is a personal choice. It is C County policy to encourage and assist employee quitting smoking. Information is available from Cortland County Health Department. ¶

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Cortland County Administrative Policy Manual

will be informed of this policy through signage. Every effort will be made to communicate this policy with employees and visitors.

Department Heads and/or Supervisors shall be responsible for insuring that this policy and the law are implemented and adhered to within the County building(s) or areas of County property for which they are responsible. Everyone has the responsibility to inform any individual who is using tobacco or cannabis in any area where smoking it is prohibited that the individual is in violation of the smoking restrictions. Employees who use tobacco and/or cannabis in restricted areas are in violation of New York State law and/or County policy and may be subject to appropriate disciplinary procedures in accordance with the provisions of applicable collective bargaining agreement and/or State law.

Employees and the public may confidentially report violations of the New York State Clean Indoor Air Act by contacting the Cortland County Health Department or the New York State Regional Environmental Health Program Office.

Cessation is a personal choice. Information regarding cessation will be available for employees seeking assistance.

Deleted: All employees will be responsible for compliance with this policy. Everyone has the responsibility to inform any individual who is in an area where smoking is prohibited that the individual is in violation of the smoking restrictions. Employees who smoke in non-smoking areas are in violation of New York State law and/or County policy and may be subject to appropriate disciplinary procedures.

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Cortland County BDC: Driving Growth; Promoting Progress



It's Time for a New BDC Contract

- The BDC's current four-year contract expires December 31, 2022
- Multiyear county contracts have historically provided operating capital for the Business Development Corporation,
- The BDC has three employees and occupies offices at 40 Main St., Cortland



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



The BDC has a 13-member BDC Board

Mike McMahon, *Chair*
EZ Acres Farm

Johanna Ames
Ames Linen

Don Richards
Complete Construction Concepts

Stephen Compagni, *Vice Chair*
Economy Paving

Lori Law
CNY Power Sports

Paul Dries
FML Industries

John Reagan, *Treasurer*
John Reagan, CPA

Dan Mones
Valley View Gardens

Kathleen Burke, PhD.
SUNY Cortland

Clint Brooks, *Secretary*
Dryden Bank

Jason Hage
Hage Real Estate

Jerry Contento
Contento's

Bob Edwards
Superintendent
Cortland City Schools



Attachment: BDC contract presentation to county REVISED (169-22 : Authorize

What is the Difference Between The BDC and the IDA?

- **The BDC** and the **Industrial Development Agency** are administered by the same staff, but they are two separate and distinct organizations with completely different funding streams, duties, and responsibilities;
- **A public benefit corporation of the State of New York, the IDA** has the powers and duties conferred upon it by Article 18-A of the New York General Municipal Law.
- **The BDC is a 501C (6) not-for-profit serving as the county's primary economic development agency.** It works closely with the IDA and its many local and state economic development partners to stimulate capital investment and retain, create, and attract jobs to the community.



What is the Difference Between The BDC and the IDA?

- **The BDC** conducts community marketing to attract business investment, counsels existing businesses on growth, facilitates business start-up, promotes community development and secures significant grant and program funding for the county's business community and municipal governments;
- **The Cortland County IDA** is authorized under the law to provide incentives for larger scale projects that produce significant investment and job creation. These incentives are typically delivered in the form of payments in lieu of tax (PILOT) agreements that could abate property, sales, or mortgage taxes when applicable.



What is the Difference Between The BDC and the IDA?

- BDC operations are funded by the county. BDC staff runs the IDA in return for an administrative fee;
- PILOT project fees paid by developers are the major source of revenue for the IDA, which then uses those funds for community programs and projects (Apex site cleanup, for example). There is no impact on taxpayers for these projects;
- IDA resources are limited, dependent almost entirely on the number of PILOT deals it conducts per year. On average, the IDA closes on one two PILOTs annually.



What is the ROI in the BDC?

- BDC programs and projects help drive dollars to county government;
- The BDC represents the interests of local governments with our federal and state elected officials with respect to economic development;
- The BDC brings jobs and tens of millions into the community in the form of grants, community development initiatives; and
- The BDC maintains relationships with federal, state, and regional elected officials and economic development allies to further Cortland County's economic development program objectives.



What is the ROI in the BDC?

We are here for Small Businesses

BDC staff, in collaboration with the SBA's Small Business Development Corporation, has consulted with hundreds of small businesses over the past four years as they've sought help with:

- Start-up and expansion
- Business plans
- Financing options
- Grant options and resource availability
- Locations
- Marketing
- Workforce



What is the ROI in the BDC?

Here are just a few we've helped recently

- Main Street Farms
- NY Hemp Oil
- Rincon Hispano
- Frosted Bakery
- New York Bagel
- Los Logos
- Community Restaurant
- Hollywood Restaurant
- The Vine
- Hi Lanes
- Bev & Co.
- Silver Lining Performance Horses
- Sinfully Sweet
- Jax Service
- Frank & Mary's Diner
- Stable
- Hi Lanes
- Royal Motors
- Cortland Beer Company
- M&D Deli
- Color Me Red
- Community Restaurant
- Brix
- WXHC



What is the ROI in the BDC?

We Work with the Big Guys, too...

Cortland County's economy is diverse and comprises more large businesses than most people appreciate. Here are a few we've helped over the past few years...

- Square Deal Machining
- EL Wood
- Albany International
- Northeast Transformers
- NYS&W Railroad
- RTE Refrigerated Transport & Electronics
- Alpla inc.
- Higgins Supply Company
- Pall Corp
- Suit-Kote
- Ames Linen
- Cortland Biomedical/Cortland Cable
- Voyant Beauty
- Forkey Construction
- Pyrotek
- Cortland Plastics
- JM Murray
- Cortland Line
- Greek Peak
- Economy Paving
- Cortland Line
- Guthrie Cortland



What is the ROI in the BDC?

The BDC is the county's leading advocate and resource for major grant funding to assist Cortland County business growth and job creation:

- **Regional Economic Development Council***
 - BDC consultation and advocacy facilitated **\$48 Million** in state grant awards to Cortland County businesses and initiatives since the program's inception. The Completed projects have facilitated more than **\$150 million** in capital investment.
- **Downtown Revitalization Initiative**
 - BDC staff played a central role in the planning for and securing of the city's **\$10 Million** DRI award. The award leveraged millions more in private investment.

** BDC executive director a CNYREDC founding board and scoring committee member*



What is the ROI in the BDC?

Scores of local businesses have benefitted from other grant programs after consultation and technical support from the BDC.

- **Microenterprise Assistance Program**
 - Funded application and provided technical assistance for county MAP
 - Administrator for Village of Homer MAP
 - Technical Assistance/support for city of Cortland, Homer Village MAP applicants
- **Community Development Block Grant Program**
 - Expansion at Royal Motors
 - Expansion at Forkey Construction
 - Precision e-forming
 - Seven Valley Specialty Cable
 - NY Hemp Oil



What is the ROI in the BDC?

Many businesses have also benefitted from local and regional loan programs after consultation and technical support from the BDC. Those loan programs include

Local, Regional Loan Programs

- \$500,000 BDC Revolving Loan Program
- Broome IDA Regional Business Loan Program
- CNYRPDB Regional Business Loan Program



Central New York Regional Planning and Development Board

What is the ROI in the BDC?

BDC Staff Board, Advisory Affiliations

The BDC Staff volunteers on numerous local and regional boards and advisory groups as part of our effort to be collaborative in working to move the county forward:

- Central New York Regional Economic Development Council
- Central New York Regional Planning and Development Board
- Southern Tier 8
- Broome IDA regional loan committee
- Cortland County Convention and Visitor's Bureau
- Guthrie Cortland Medical Center
- Cortland DRI Co-Chair, advisory Committee
- Homer DRI Advisory Committee
- Cortland DRI Arts Committee
- Pumpkin Festival organizing committee
- Crown City Rising
- Cortland Parking Task Force
- Gutches Park Advisory Committee
- Cortland Housing Assistance Council
- County Fireworks Committee
- Streetbeaters
- Cortland Regional Sports Council
- Cortland Downtown Partnership





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

Buckbee Mears

BDC facilitates private acquisition of property in foreclosure sale in partnership with city and EPA

Property cleaned up, prepped for new use

Property sold to new owner in 2021

Section of property back in use after 14 years; another company on site in separate facility.

150,000 sq. ft. available for lease



Cortland Biomedical

BDC facilitates spinoff from closed Cortland Cable Company

New Property in Cortlandville a high-end cleanroom

Well-paying jobs in the biotech sector

Company unique to region, ready for growth



Seven Valley Specialty Cable

BDC facilitates financial assistance for spinoff from closed Cortland Cable Company now operating at Cortland Commerce Center

Cable manufacturer for aerospace and defense industry

SBDC “Small Business of the Year” in Central New York



New York Hemp Oil/Head and Heal

BDC has facilitated growth and funding for Cortland-based company growing from 18 FTE to more than 40 in four years

Business occupies 10,000 square-feet of manufacturing space in the city; office space from 1,200 to 12,000 square feet.

One of the fastest growing brands in the space

New product lines added regularly; more growth expected with legalization of adult-use cannabis



Ramada Inn/Red Roof

The BDC worked with local, state and national partners to facilitate the acquisition of the former Ramada Inn out of bankruptcy. The facility's ongoing renovation as a hotel critical to the area's economic future.

The hotel, which had fallen into deep disrepair, hopes to be reborn as a RED Roof and a top draw for sports tourism visitors as the community continues to grow as an important destination.

The BDC as a Community Leader

A Reliable Pandemic Resource

- \$600,000 Covid Grant Program (ARPA)
- Discounted Covid Relief Loans
- \$500,000 revolving loan program for small business
- \$20,000 Cortland County Comeback Campaign
- \$2,000 Mask Purchases/Distribution
- \$15,000 city parking survey/study
- Covid Assistance Counseling (Essential businesses, PPP, EIDL)



Cortland County has been an important partner in the region's ongoing work to manage and recover from the pandemic. Through business advocates like the Cortland County Business Development Corporation, the county's efforts to share accurate and timely information to local employers was crucial to the community's ability to weather the crisis.

-- 2021 CNYREDC State of the Region Annual Report



The BDC Supports Community Projects, Too

- **It's not all about manufacturing**
 - Gutchess Park
 - Homer Linear Park
 - Cortland DRI
 - Homer DRI



Attachment: BDC contract presentation to county REVISED (169-22 : Authorize

CCIDA: Incentivizing Capital Investment and Job Growth



Cortland County
Industrial Development Agency

- BDC staff administers IDA programs and projects
- 18 active payment in lieu of tax (PILOT) projects in Cortland County as of June 2022
- Those projects represent more than \$178 million in investment
- The projects comprise more than 800 employees
- The projects created 100 temporary construction jobs in 2021
- The agency continues to score high marks from state regulators about transparency, best practices



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



Solar Development

CCIDA has facilitated eight solar project in Cortland County over last four years generating new revenue for landowners

Project investments will total more than \$118 million in Cortland County

Projects will generate more than \$5 million in PILOT payments to municipalities plus additional \$118,000 in HCA payments over the terms of the deals. Fire tax revenues and property taxes for land hosting the arrays will increase, and residents may also enjoy energy tax savings as a result of the projects.

Major 90 MW project is pending state permitting



Ray Energy

IDA facilitates impending construction of renewable propane storage/distribution facility in Cortlandville

\$7 million capital investment on vacant property

Project will add jobs, contribute to local sales tax revenues, etc.



Crescent Commons

The IDA facilitates rehabilitation of the former corset factory in the city of Cortland.

The building, near collapse, has been transformed for desirable market rate housing and commercial use on city's south side.



Greek Peak

IDA facilitates \$6.5 million in resort improvements since 2013

Projects improve resort, enhance skier experience

Projects increase visits, drive sales tax collection

Projects retain, create jobs at premier northeastern tourism destination



NYS&W Railroad

An IDA Payment in Lieu of Tax agreement with the New York, Susquehanna & Western Railroad has provided more than \$300,000 in payments since 2016 to county municipalities hosting freight rail traffic.

The railroad PILOT, in place for decades, began paying dividends when total rail car traffic exceeded 7,000 cars per year.

The payout was the result of the IDA's consistent monitoring of railway activities and a close relationship with Railroad officials.

Suit-Kote Corp. is the railroad's number 1 customer in New York State.

Thank You!



Garry L. VanGorder
Executive Director/CEO



Karen Niday
Economic Development
Specialist, CFO



Eric J. Mulvihill
Economic Development,
Community Relations



Current County Contract Allocation

- 2019 -- \$435,827 (no increase from 2018)
- 2020 – \$442,364 (1.5 percent)
- 2021 -- \$449,000 (1.5 percent)
- 2022 -- \$455,735 (1.5 percent)
- *Average BDC funding increase 2019 through 2022 – 1.1 percent*



Proposed County Contract Allocation

- 2023 -- \$492,193 (8 percent over 2022)
- 2024 – \$516,803 (5 percent)
- 2025 -- \$542,643 (5 percent)
- 2026 – \$569,775 (5 percent)
- *Average BDC funding increase 2019 through 2026 – 3.4 percent*



Schedule C – Approved Uses

I. TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (MAT) approved by the U.S. Food and Drug Administration.
2. Support and reimburse services that include the full American Society of Addiction Medicine (ASAM) continuum of care for OUD and any co-occurring SUD/MH conditions, including but not limited to:
 - a. Medication-Assisted Treatment (MAT);
 - b. Abstinence-based treatment;
 - c. Treatment, recovery, or other services provided by states, subdivisions, community health centers; non-for-profit providers; or for-profit providers;
 - d. Treatment by providers that focus on OUD treatment as well as treatment by providers that offer OUD treatment along with treatment for other SUD/MH conditions; or
 - e. Evidence-informed residential services programs, as noted below.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-based, evidence-informed or promising practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Treatment of mental health trauma resulting from the traumatic experiences of the opioid user (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g.,

surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.

7. Support detoxification (detox) and withdrawal management services for persons with OUD and any co-occurring SUD/MH conditions, including medical detox, referral to treatment, or connections to other services or supports.
8. Training for MAT for health care providers, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Scholarships and supports for certified addiction counselors and other mental and behavioral health providers involved in addressing OUD any co-occurring SUD/MH conditions, including but not limited to training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.
12. Scholarships for persons to become certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, and licensed mental health counselors practicing in the SUD field, and scholarships for certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, and licensed mental health counselors practicing in the SUD field for continuing education and licensing fees.
13. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (DATA 2000) to prescribe MAT for OUD and provide technical assistance and professional support for clinicians who have obtained a DATA 2000 waiver.
14. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.
15. Development and dissemination of new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication-Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in treatment for and recovery from OUD and any co-occurring SUD/MH conditions through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Provide the full continuum of care of recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, residential treatment, medical detox services, peer support services and counseling, community navigators, case management, transportation, and connections to community-based services.
2. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
3. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, or training for housing providers.
4. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
5. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
6. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
8. Identifying successful recovery programs such as physician, pilot, and college recovery programs, and providing support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
9. Engaging non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to manage the opioid user in the family.
10. Training and development of procedures for government staff to appropriately interact and provide social and other services to current and recovering opioid users, including reducing stigma.
11. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.

12. Create or support culturally-appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.
13. Create and/or support recovery high schools.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have – or at risk of developing – OUD and any cooccurring SUD/MH conditions through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (SBIRT) programs to reduce the transition from use to disorders.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is most common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
6. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into community treatment or recovery services through a bridge clinic or similar approach.
7. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
8. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
9. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery

housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.

10. Provide funding for peer navigators, recovery coaches, care coordinators, or care managers that offer assistance to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced on opioid overdose.
11. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and supporting prevention, intervention, treatment, and recovery programs focused on young people.
12. Develop and support best practices on addressing OUD in the workplace.
13. Support assistance programs for health care providers with OUD.
14. Engage non-profits and faith community as a system to support outreach for treatment.
15. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.
16. Create or support intake and call centers to facilitate education and access to treatment, prevention, and recovery services for persons with OUD and any co-occurring SUD/MH conditions.
17. Develop or support a National Treatment Availability Clearinghouse – a multistate/nationally accessible database whereby health care providers can list locations for currently available in-patient and out-patient OUD treatment services that are accessible on a real-time basis by persons who seek treatment.

D. ADDRESS THE NEEDS OF CRIMINAL-JUSTICE INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved – or are at risk of becoming involved – in the criminal justice system through evidence-based, evidence-informed or promising programs or strategies that may include, but are not limited to, the following:

1. Support pre-arrest and pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 - a. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (PAARI);

- b. Active outreach strategies such as the Drug Abuse Response Team (DART) model;
 - c. “Naloxone Plus” strategies, which work to ensure that individuals who have received Naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 - d. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (LEAD) model; or
 - e. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 - f. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise and to reduce perceived barriers associated with law enforcement 911 responses.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
 3. Support treatment and recovery courts for persons with OUD and any co-occurring SUD/MH conditions, but only if they provide referrals to evidence-informed treatment, including MAT.
 4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
 5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison, who have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
 6. Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
 7. Provide training on best practices for addressing the needs of criminal-justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or

other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome, through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Support evidence-based, evidence-informed, or promising treatment, including MAT, recovery services and supports, and prevention services for pregnant women – or women who could become pregnant – who have OUD and any co-occurring SUD/MH conditions, and other measures educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Training for obstetricians and other healthcare personnel that work with pregnant women and their families regarding OUD treatment and any co-occurring SUD/MH conditions.
3. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with Neonatal Abstinence Syndrome get referred to appropriate services and receive a plan of safe care.
4. Child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
5. Enhanced family supports and child care services for parents with OUD and any cooccurring SUD/MH conditions.
6. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
7. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including but not limited to parent skills training.
8. Support for Children's Services – Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

II. PREVENTION

A. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
2. Academic counter-detailing to educate prescribers on appropriate opioids prescribing.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Support enhancements or improvements to Prescription Drug Monitoring Programs (PDMPs), including but not limited to improvements that:
 - a. Increase the number of prescribers using PDMPs;
 - b. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
 - c. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD.
6. Development and implementation of a national PDMP – Fund development of a multistate/national PDMP that permits information sharing while providing appropriate safeguards on sharing of private health information, including but not limited to:
 - a. Integration of PDMP data with electronic health records, overdose episodes, and decision support tools for health care providers relating to OUD.
 - b. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of

Transportation's Emergency Medical Technician overdose database.

7. Increase electronic prescribing to prevent diversion or forgery.
8. Educating Dispensers on appropriate opioid dispensing.

B. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Corrective advertising or affirmative public education campaigns based on evidence.
2. Public education relating to drug disposal.
3. Drug take-back disposal or destruction programs.
4. Fund community anti-drug coalitions that engage in drug prevention efforts.
5. Support community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction – including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA).
6. Engaging non-profits and faith community as a system to support prevention.
7. Support evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
8. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
9. Support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.

10. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
11. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or other drug misuse.

C. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Increasing availability and distribution of naloxone and other drugs that treat overdoses to first responders, overdose patients, opioid users, families and friends of opioid users, schools, community navigators and outreach workers, drug offenders upon release from jail/prison, and other members of the general public.
2. Public health entities provide free naloxone to anyone in the community, including but not limited to provision of intra-nasal naloxone in settings where other options are not available or allowed.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, and other members of the general public.
4. Enable school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expand, improve, or develop data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educate first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.

10. Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Support mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
12. Provide training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Support screening for fentanyl in routine clinical toxicology testing.

III. OTHER STRATEGIES

A. FIRST RESPONDERS

In addition to items C8, D1 through D7, H1, H3, and H8, support the following:

1. Law enforcement expenditures related to the opioid epidemic
2. Educate law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
3. Provisions of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

B. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, and coordination to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Community regional planning to identify goals for reducing harms related to the opioid epidemic, to identify areas and populations with the greatest needs for treatment intervention services, or to support other strategies to abate the opioid epidemic described in this opioid abatement strategy list including, but not limited to costs associated with local opioid task forces, community buprenorphine waiver trainings, and coordination and operation of community-based treatment prevention programming.
2. A government dashboard to track key opioid-related indicators and supports as identified through collaborative community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of

preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.

C. TRAINING

In addition to the training referred to in items above A7, A8, A9, A12, A13, A14, A15, B7, B10, C3, C5, E2, E4, F1, F3, F8, G5, H3, H12, and I2, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Provide funding for staff training or network programs and services regarding the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-systems coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (e.g., health care, primary care, pharmacies, PDMPs, etc.).

D. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (e.g. Hawaii HOPE and Dakota 24/7).

7. Research on expanded modalities such as prescription methadone that can expand access to MAT.
8. Epidemiological surveillance of OUD-related behaviors in critical populations including individuals entering the criminal justice system, including but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (ADAM) system.
9. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
10. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

E. POST-MORTEM

1. Toxicology tests for the range of synthetic opioids presently seen in overdose deaths as well as newly evolving synthetic opioids infiltrating the drug supply.
2. Toxicology method development and method validation for the range of synthetic opioids observed now and in the future, including the cost of installation, maintenance, repairs and training of capital equipment.
3. Autopsies in cases of overdose deaths resulting from opioids and synthetic opioids.
4. Additional storage space/facilities for bodies directly related to opioid or synthetic opioid related deaths.
5. Comprehensive death investigations for individuals where a death is caused by or suspected to have been caused by an opioid or synthetic opioid overdose, whether intentional or accidental.
6. Indigent burial for unclaimed remains resulting from overdose deaths.
7. Navigation-to-care services for individuals with opioid use disorder who are encountered by the medical examiner's office as either family and/or social network members of decedents dying of opioid overdose.
8. Epidemiologic data management and reporting to public health and public safety stakeholders regarding opioid overdose fatalities.

2022-23 Budget Proposal (working draft):

FUND BALANCE: Fund balances (designated and undesignated) are reserves established by revenues exceeding expenses in prior years. They are used to balance a budget when expenses are expected to exceed revenues. The College Board of Trustees and Sponsoring Legislative bodies must approve their use and do so generally within a budget proposal. The changes in fund balance are a great assessment of the financial health of the College, understanding that a change may be driven by uncontrollable external factors (e.g., COVID).

While best practice suggests a not-for-profit carry a fund balance of 6-12 months of payroll expenses, we as a public entity owned by its sponsoring counties should build reserves to manage unexpected cash shortages (e.g., NYS not making its base aid payments). A reasonable target would be 3 months of payroll expenses or \$5.2M. The College has traditionally carried an unrestricted fund balance of \$1.3M to \$1.5M between 2013 and 2019.

The College has navigated through COVID and creatively responded to the losses in revenues from core students and the State, and has been strategic and frugal with the use of the HEERF funds. Our end-of-year fund balance forecast for 2021-22 is \$4.5M +/- .5M (\$2.2M in undesignated funds and \$2.3M in HEERF designated funds). Much of this growth was an intentional “squirreling” strategy to build the reserve to carry us through the next two years while we built core student enrollments and other revenues/cost offsets.

Our 2022-23 Budget would draw \$1.5M from fund balance to balance the budget: 1) \$.9M of the \$2.3M in HEERF designated funds, leaving \$1.4M for 2023-24 and 2) \$.6M from the undesignated fund balance leaving \$1.6M, \$.4M better than the prior year. It should be noted that \$1.6M in undesignated fund balance, while much lower than the optimal level of \$5.4M described above, still exceeds the amount held by the College between 2013 -2019.

REVENUES: *Reoccurring Revenues* (total revenues less HEERF/fund balances) are being separated to better assess the Colleges ability to cover expenses without fund balances or HEERF funding. Reoccurring revenue is expected to increase \$.4M or 1.3%, with a growth scenario that hasn’t occurred in quite some time. .

Core Students Tuition: Recapturing Core Students is a primary goal. Our investments in student software, tracking software, changes in workflows, new staffing structures, advertising, new micro-credentials, new workforce developments initiatives, etc. over the last 18 months will lead to a 3.2% increase, while the other 2% is associated with a tuition increase (\$5,462 per year for NYS residence). New enrollments for full-time students are expected to increase 17% this fall and we are currently running at a 20% growth rate. But new students make up a small part of the core base and their impact on revenues will take a couple of years to reverse the losses experienced in continuing. It should also be noted that Core Student Revenue will only make up 22% of all reoccurring revenues. So while increases are planned, the College will continue to seek new revenue streams, grants being one source.

Concurrent Student Tuition: This revenue is 100% off-set by a scholarship that nets the revenue to \$0. While high school students do not pay for these courses, the College does benefit from non-sponsor county revenues (about \$4K per full-time equivalency or \$133 per credit), making this a very favorable program that subsidizes our core students. We expect a 2% increase in enrollments in 2022-23.

Concurrent makes up 45% of all College FTEs and Sponsoring County Concurrent FTEs make up 25% of all College FTEs, allowing high school students to earn a high school degree at no cost to the parents or sponsoring counties. Unfortunately it is believed that this offering is cannibalizing what used to be students graduating high school and subsequently enrolling at the College.

NY State Aid: Disappointingly, the budget did not revert back to funding at 2018-19 levels, leaving the College \$.7M short. Base funding is at \$9.2M while rental lease aid for our four Foundation properties is \$.5M.

Sponsoring Counties Contributions: While base aid remains constant, our Counties are additionally investing in the College through the form of specific grants and capital improvements. Together they are funding a 3-year \$750K Workforce Development Grant and a \$500K Deferred Maintenance Program (matched with \$500K by NYS). We continue to meet regularly with the Counties as we include them in our planning for the future. Our 2022-23 Sponsor County share will not change from last year, 38% Cortland (\$1,855,495) and 62% Tompkins (\$3,027,387). In 2020-21 the Sponsor County Contributions represented 17.1% of the revenue compared to an average of 24.8% across all 30 SUNY Community Colleges.

Chargeback Revenue: While we focus on serving our Sponsoring Counties, the benefit of attracting students outside the Sponsoring Counties is that they pay their “fair share of county contributions”, thereby subsidizing and keeping our Sponsoring County contributions artificially lower. It is worth noting that our residential program is critical to our sports program and that our investment in digital marketing is having a very positive impact on attracting students from this market, further increasing our revenues at almost double the rate of a sponsor county student.

EXPENSES: Expenses are expected to rise just 4.3% (\$1.3M), while CPI is tracking at 8.3% over the past year. However, with recurring revenue only increasing 1.3% (\$.4M), this \$.9M shortfall is not sustainable over time. While we focus on generating more revenues to balance the budget, we also hold ourselves accountable to create a more efficient fixed cost structure. When compared to the other 29 SUNY Community Colleges, TC3 has the 3rd lowest cost structure at \$11,426 per FTE (average is \$14,179 per FTE).

Wages: Half of our total expense budget (\$16.0M) is wages. These were artificially lower in 2021-22 for two reasons: 1) Key positions were being searched (e.g., President, Dean of Enrollment Management, Director of Marketing, Comptroller, etc.), and 2) Seven new positions hired during the pandemic to assist with retaining students as well as providing more robust mental health support services were paid for by HEERF (Mental Health Specialist, Student Success Advisors, Director of Student Activities, etc.). The College has budgeted for a \$.8M (5.5%) increase with 3% allocated to raises and the remaining allocated to new hires and/or absorbing the HEERF funded positions back into the operating budget.

Fringes: A quarter of our expense budget (\$8.5M) is made up of costs associated with fringe benefits. The largest two costs are healthcare (\$4.7M) and the College’s funding of retirement (\$1.9M). Healthcare costs have risen only 5% in the last two years and are budgeted to do the same this year after the Consortium recently shared that our experience rates are tracking to last year’s. We increased our funding by 6% to retirement since the market has declined substantially this year, thereby requiring the College to make up the difference.

Contractuals: While contractuals only make up 17% (\$5.6M) of the total budget, and some of the costs are locked in by multi-year contracts, we are expecting them to rise 4.2% (\$.2M). Most of these costs are expected to increase by 3% with some exceptions: 1) Facility rentals will increase 6% as some leases are tied to CPI, 2) Utilities will increase 8% as costs and uses have increased with the returning of students to campus, 3) Service agreements will increase by 6.4% as six new software contracts are no longer covered by HEERF, and 4) Insurance will increase by 6% now that people have returned to the office and cyber costs are on the rise.

It is worth noting that contractual costs were artificially lower during COVID years 2019-21 as: 1) Students were not on campus, thereby creating natural savings of \$.4M (utilities, supplies, travel, food, leases were suspended, commencement, etc.) and 2) rental leases were reimbursed by HEERF at \$.3M each year since the facilities had been closed due to COVID. Also contributing to the increase between 2020-21 and 2021-22 was an increase in marketing/enrollment consulting and advertising for \$.3M as we turned our attention to growing enrollments.

TC3 2022-23 Operating Budget V3						
Column	A	B	C	D	E	F
	2019-20 Actual	2020-21 Actual	2021-22 Forecast	2022-23 Proposed Budget	Variances to PY Fav(UnFav)	% YOY Change
Revenues						
Core Student Tuition	10,367,925	\$8,752,646	\$6,788,043	\$7,140,225	\$352,182	5.2%
Concurrent Student Tuition	\$3,254,438	\$3,447,477	\$3,411,957	\$3,409,069	-\$2,888	-0.1%
Core Student Fee Revenue	\$1,078,264	1,007,038	880,000	\$947,269	\$67,269	7.6%
NY State Aid	\$9,906,511	\$9,967,699	\$9,753,019	\$9,753,019	\$0	0.0%
Sponsoring Contributions	\$4,882,882	\$4,882,883	\$4,882,882	\$4,882,882	\$0	0.0%
Chargebacks	\$4,686,054	\$4,093,164	\$5,200,000	\$5,418,607	\$218,607	4.2%
Other Revenues	\$679,955	\$639,726	\$816,886	\$582,390	-\$234,496	-28.7%
Reoccurring Revenues	\$34,856,028	\$32,790,632	\$31,732,787	\$32,133,461	\$400,674	1.3%
Draw of Fed Aid-HEERF Lost Rev	\$0	\$2,000,000	\$1,900,700	\$0		
Approved Use of Fund Balance	\$500,000	\$0		\$600,000		
Approved Use of Designated Reserves	\$61,872	\$0		\$932,518		
Supplemental Revenues	\$561,872	\$2,000,000	\$1,900,700	\$1,532,518		
Operating Revenues	\$35,417,900	\$34,790,632	\$33,633,487	\$33,665,979		
Expenses						
Wages	\$16,711,882	\$15,720,513	\$15,201,177	\$16,029,773	-\$828,596	-5.5%
Equipment	\$110,487	\$102,944	\$18,968	\$50,000	-\$31,032	-163.6%
Contractual	\$4,591,148	\$4,432,799	\$5,373,864	\$5,601,892	-\$228,028	-4.2%
Tuition Scholarship Offsets	\$3,254,438	\$3,447,477	\$3,411,957	\$3,439,832	-\$27,875	-0.8%
Fringes	\$8,647,339	\$7,540,328	\$8,271,668	\$8,544,483	-\$272,815	-3.3%
Operating Expenditures	\$33,315,294	\$31,244,061	\$32,277,634	\$33,665,979	-\$1,388,345	-4.3%
Gain/Shortfall	\$2,102,605	\$3,546,572	\$1,355,853	\$0		