



Cortland County Legislature

Legislative Session

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

~ Minutes ~

Thursday, September 26, 2024

6:00 PM

Board Room

Public Hearings

1. Public Hearing for Comments on Cortland County's Current Community Development Block Grant (CDBG) Project No. 286ME528-23

RESULT:	CLOSED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

Salute to the Flag

Call to Order

The meeting was called to order at 6:04 PM by Chair of the Legislature Kevin Fitch

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Kris Valentine Behnke	Cortland County, NY	Legislator	Present	
Douglas Bentley	Cortland County, NY	Legislator	Excused	
Cathy Bischoff	Cortland County, NY	Legislator	Present	
Reed Cleland	Cortland County, NY	Legislator	Present	
Mitchel Eccleston	Cortland County, NY	Legislator	Present	
Beau Harbin	Cortland County, NY	Minority Leader	Present	
Paul Heider	Cortland County, NY	Majority Leader	Present	
Linda Jones	Cortland County, NY	Legislator	Present	
Dominick Mantella	Cortland County, NY	Legislator	Present	
William McGovern	Cortland County, NY	Legislator	Present	
Joseph Nauseef	Cortland County, NY	Legislator	Present	
Christopher Newell	Cortland County, NY	Legislator	Present	
Sandra Price	Cortland County, NY	Legislator	Present	
Ronald J. Van Dee	Cortland County, NY	Legislator	Present	
Keith VanGorder	Cortland County, NY	Legislator	Present	
Eugene Waldbauer	Cortland County, NY	Legislator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	

Approval of Minutes

1. Cortland County Legislature - Legislative Session - Aug 22, 2024 6:00 PM

RESULT:	APPROVED
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Privilege of the Floor

Proclamations & Recognitions

Presentation of Petitions, Communications, and Notice

Receive and File

Reports of Standing, Special and Ad Hoc Committees

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

Referred from Building & Grounds Committee

Referred from Highway Committee

AGENDA ITEM NO. 1 – Abolish One Heavy Equipment Maintenance Mechanic/Create One Heavy Equipment Maintenance Mechanic/Heavy Equipment Maintenance Mechanic Trainee - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF NEWELL

RESOLUTION NO. 174-24

Abolish One Heavy Equipment Maintenance Mechanic/Create One Heavy Equipment Maintenance Mechanic/Heavy Equipment Maintenance Mechanic Trainee - Highway Department

WHEREAS, the needs of the Highway Department will be better served by abolishing one (1) Heavy Equipment Maintenance Mechanic position and creating one (1) Heavy Equipment Maintenance Mechanic/Heavy Equipment Maintenance Mechanic Trainee position; AND

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

RESOLVED, that one (1) position of Heavy Equipment Maintenance Mechanic (Grade 17, CSEA, \$24.6877-\$31.2484, non-competitive class, full time with benefits) be and hereby is abolished effective September 26, 2024 at midnight; AND BE IT FURTHER;

RESOLVED, that one (1) position of Heavy Equipment Maintenance Mechanic/Heavy Equipment Maintenance Mechanic Trainee (Grade 17, CSEA, \$24.6877-\$31.2484, non-competitive class, full time with benefits or Grade 13, CSEA, \$21.5585-\$27.2876, pending jurisdictional class, full time with benefits) be created with approval to fill effective September 27, 2024 at 12:01 AM.

AGENDA ITEM NO. 2 – Award Bid for Roof Installation for the Salt Storage Barn - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF NEWELL

RESOLUTION NO. 175-24

Award Bid for Roof Installation for the Salt Storage Barn - Highway Department

WHEREAS, the Cortland County Highway Department advertised for bids for the installation of the new metal roof for the Salt Storage Barn; AND

WHEREAS, the Cortland County Highway Department has received the following bids for the installation of the new metal roof for the Salt Storage Barn;

<u>BIDDERS</u>	<u>BID</u>
Complete Construction Concepts	\$ 61,750.00
Park Lane Construction, LLC	\$ 89,544.00
Clapper Construction LLC	\$ 95,800.00
Hale Contracting Inc	\$100,513.00
Syracuse Sheet Metal Co., Inc	\$116,026.00
Axe Construction Services	\$149,000.00
First General Services	\$197,412.00
Titan Roofing, Inc	\$247,900.00
Nuvista Designs	\$520,000.00

; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Highway Committee, the Cortland County Legislature hereby awards the agreement for the installation of the new metal roof for the Salt Storage Barn to the lowest bidder, Complete Construction Concepts for the bid price listed above; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, is hereby authorized and directed to execute an

agreement with Complete Construction Concepts for an amount not to exceed \$61,750.00; AND BE IT FURTHER

RESOLVED, that the Cortland County Finance Director is hereby authorized and directed to make payment from Account D51105.54077.7306 for the installation of the new metal roof for the Salt Storage Barn to the lowest bidder, Complete Construction Concepts.

AGENDA ITEM NO. 3 – Authorize Stipend for Additional Duties - Superintendent of Highways and Deputy Superintendent of Highways - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Paul Heider, Majority Leader
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF NEWELL

RESOLUTION NO. 176-24

Authorize Stipend for Additional Duties - Superintendent of Highways and Deputy Superintendent of Highways - Highway Department

WHEREAS, the oversight of County capital projects has been being performed by Charles Sudbrink, Superintendent of Highways, and Alan Ricottilli, Deputy Superintendent of Highways since April 1, 2024; AND

WHEREAS, the Highway Committee recommends compensating Charles Sudbrink and Alan Ricottilli with a stipend, which would not be added to their base salaries, for performing these duties; NOW THEREFORE BE IT

RESOLVED, that Charles Sudbrink will receive an \$8,745 stipend, and Alan Ricottilli will receive a \$6,399 stipend for the oversight of County capital projects for 2024; AND BE IT FURTHER

RESOLVED, that this payment shall be included in the last paycheck in December 2024.

AGENDA ITEM NO. 4 – Amend Establishment of Dwyer Memorial Park Reserve

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF NEWELL

RESOLUTION NO. 177-24

Amend Establishment of Dwyer Memorial Park Reserve

WHEREAS, Resolution No. 436-17 established the Dwyer Park Memorial Repair Reserve (the reserve) for repairs to the main pavilion; AND

WHEREAS, Resolution No. 206-18 amended resolution no. 436-17 to allow the use of the reserve for all necessary repairs at the main pavilion or other Dwyer Memorial Park facilities and structures; AND

WHEREAS, it is the recommendation of the County Administrator and Cortland County Highway Committee to provide a funding mechanism for the reserve; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature authorize annually adding to the reserve (A.386300.DWPK) any unspent budget in A71105.52320 and A71105.54076; AND BE IT FURTHER

RESOLVED, the approved uses of the reserve are for repairs, maintenance or capital improvements at Dwyer Park; AND BE IT FURTHER

RESOLVED, that the Reserve be and hereby is named the Dwyer Memorial Park Reserve.

Referred from Government Operations Committee

AGENDA ITEM NO. 5 – Authorize Agreement with New York State Department of Agriculture & Markets - Weights & Measures

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF NAUSEEF

RESOLUTION NO. 178-24

Authorize Agreement with New York State Department of Agriculture & Markets - Weights & Measures

WHEREAS, the Cortland County Legislature has authorized agreements with the New York State Department of Agriculture and Markets since 2004, resolution 306-04, that the New York State Department of Agriculture and Markets shall reimburse Cortland County for actual costs and expenses incurred in participating in the Petroleum Product Quality Program; AND

WHEREAS, upon agreement, New York State Department of Agriculture and Markets shall reimburse Cortland County up to \$3,009.00 per year for those expenses for a period of five years, beginning April 1, 2024 and ending March 31, 2029; AND

WHEREAS, it is recommended by the Cortland County Legislature to re-enter into the Petroleum Product Quality Program; AND

WHEREAS, the Petroleum Product Quality Program ensures that petroleum products in Cortland County meet specified quality standards and guards against the sale of inferior products; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized and directed to execute an agreement with the New York State Department of Agriculture and Markets for an annual payment of up to \$3,009.00 for a five year term to begin April 1, 2024 and ending March 31, 2029.

AGENDA ITEM NO. 6 – Create Temporary Director of Weights and Measures

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF NAUSEEF

RESOLUTION NO. 179-24

Create Temporary Director of Weights and Measures

WHEREAS, the needs of the agency will be better served by creating one full-time temporary position of Director of Weights and Measures in order to provide time to train with the current Director of Weights and Measures who is retiring December 2024; AND

WHEREAS, the Government Operations Committee recommends the creation of this position; NOW THEREFORE BE IT

RESOLVED, that one full-time temporary position of Director of Weights and Measures (Management, Grade 10, \$57,528-76,569, competitive class, full-time, temporary through 12/31/2024, with benefits) be created on September 26, 2024 with approval to fill; AND BE IT FURTHER

RESOLVED, that funds be appropriated in the 2024 County Budget as follows:

A66105.51005 Personal Services		\$15,821.00
A66105.58020 Retirement		\$2,214.94
A66105.58030 FICA		\$1,210.31
A66105.58060 Health Insurance		\$4,900.00
TOTAL Expense		\$24,146.25

AGENDA ITEM NO. 7 – Appoint Director of Weights and Measures

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF NAUSEEF

RESOLUTION NO. 180-24

Appoint Director of Weights and Measures

WHEREAS, the Cortland County Legislature has created a temporary Director of Weights and Measures position to provide for a period of training with the current Director of Weights and Measures until his retirement; AND

WHEREAS, Chairman Kevin Fitch, Legislator Joe Nauseef, Legislator Eugene Waldbauer, County Administrator Robert Corpora, Director of Weights and Measures Wes Foley and Personnel Officer Laurie Leonard conducted interviews and offered a recommendation for this appointment; AND

WHEREAS, the County Legislature has received the recommendation for appointment of Christopher Holl as Director of Weights and Measures; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby appoint Christopher Holl as Director of Weights and Measures at an annual salary of \$69,609 (Grade 10, Step 3 , Management Compensation Plan, temporary with benefits through 12/31/2024, 40 hours/week, competitive class) effective September 28, 2024 or after; AND BE IT FURTHER

RESOLVED, that Christopher Holl will move directly into the permanent Director of Weights and Measures position upon the retirement of the current Director of Weights and Measures on or before 12/31/2024.

AGENDA ITEM NO. 8 – Authorize Salary Amendments - Employment Policy Manual for Department Heads, Management Employees and Management/Confidential Employees - Personnel Department

RESULT:	ADOPTED [15 TO 1]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
NAYS:	Linda Jones
EXCUSED:	Douglas Bentley

ON MOTION OF NAUSEEF

RESOLUTION NO. 181-24

Authorize Salary Amendments - Employment Policy Manual for Department Heads, Management Employees and Management/Confidential Employees - Personnel Department

WHEREAS, there is a need to amend the Management Attorney Table salary schedule in the Employment Policy Manual for Department Heads, Management Employees and Management/Confidential Employees; AND

WHEREAS, the Government Operations Committee has reviewed and recommends the amendments shown below; AND

WHEREAS, the committee recommends that all incumbents in the titles shown below do not receive the 2025 annual salary increase due to this adjustment; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the amendments to the Management Attorney Table salary schedule in the Employment Policy Manual for Department Heads, Management Employees and Management/Confidential Employees effective October 1, 2024 as follows:

	Step 1	Step 2	Step 3	Step 4
Grade 0	n/a	n/a	n/a	\$146,802
Grade 1	n/a	n/a	n/a	\$125,000
Grade 2	\$100,000	\$105,000	\$110,000	\$115,000
Grade 3	n/a	n/a	n/a	\$74,160

Grade 0

County Attorney
Public Defender

Grade 1

Chief Assistant County Attorney
Chief Assistant District Attorney
Chief Assistant Public Defender

Chief DSS Attorney
Plan Administrator

Grade 2

Assistant County Attorney
Assistant District Attorney
Assistant Public Defender
Social Services Attorney

Grade 3

Associate Assistant County Attorney
Associate Assistant District Attorney
Associate Assistant Public Defender
Associate Social Services Attorney

Referred from Judiciary & Public Safety Committee

Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 9 – Appoint Member - Cortland County Planning Board

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Sandra Price, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF HARBIN

RESOLUTION NO. 182-24

Appoint Member - Cortland County Planning Board

WHEREAS, the term of Planning Board member expired June 30, 2024; 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

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 is hereby appointed to the Cortland County Planning Board for the term as provided below:

Name	Address	Municipality	Term Expiration
Daniel Haynes	2181 Washington Street, Cortland, NY	Town of Virgil	6/30/2028

Referred from Health & Human Services Committee

AGENDA ITEM NO. 10 – Authorize Agreement for Public Health Emergency Preparedness - Health Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF VAN DEE

RESOLUTION NO. 183-24

Authorize Agreement for Public Health Emergency Preparedness - Health Department

WHEREAS, the counties of Cayuga, Cortland, Jefferson, Lewis, Madison, Onondaga, Oswego, and Tompkins are referred to as the Central New York (CNY) Public Health Alliance; AND

WHEREAS, the County Health Departments of the CNY Public Health Alliance all have responsibilities for public health emergency planning and response; AND

WHEREAS, some public health problems may require public health services that exceed the capacities of the individual County Health Departments; AND

WHEREAS, the County Health Departments of the CNY Public Health Alliance are desirous to establish an intermunicipal agreement to provide mutual aid to each other during a public health emergency, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes the County Administrator and the Public Health Director, upon review and approval by the County Attorney or designee, to enter into an agreement with the agencies and counties named in the CNY Public Health Alliance.

AGENDA ITEM NO. 11 – Accept Funds Resource Allocation Plan New York State Office of Children and Family Services - Health Department/Youth Bureau

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF VAN DEE

RESOLUTION NO. 184-24

Accept Funds Resource Allocation Plan New York State Office of Children and Family Services - Health Department/Youth Bureau

WHEREAS, the New York State Office of Children and Family Services, through the Resource Allocation Plan has made available the sum of \$108,730 to Cortland County, through the Youth Bureau; AND

WHEREAS, the County Youth Bureau has designated the funds to the various county municipalities and agencies for the year October 1, 2024 through September 30, 2025 and for which a copy is in the County Youth Bureau Office; AND

WHEREAS, \$92,420 will be allocated to Cortland County municipalities and \$16,310 will be allocated to the Cortland County Youth Bureau administration; AND

WHEREAS, the 2024 County Budget will need to be amended as follows:

Revenue:		Current	Increase	Balance
A73125.43820.YB	Youth Bureau	\$113,028	\$108,730	\$221,758
Expenditure:		Current	Increase	Balance
A73125.51005	Personal Services	\$14,794	\$7,857	\$22,651
A73125.54020	Postage	\$10	\$10	\$20
A73125.54035	Ed/Train	\$700	\$700	\$1,400
A73125.54040	Dues	\$120	\$150	\$270
A73125.54045	Travel	\$224	\$2,500	\$2,724
A73125.54048	Program Supp	\$36	\$2,500	\$2,536
A73125.54800	Program Exp - SDPP	\$96,013	\$92,420	\$188,433
A73125.58060	Health Ins	\$0	<u>\$2,593</u>	\$2,593
			\$108,730	

; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, is authorized to execute the Resource Allocation Planning Agreement with the New York State Office of Children and Family Services and contract with approved agencies; AND BE IT FURTHER

RESOLVED, that the Director of Finance is authorized to pay from the appropriate expense account and that in the event that the county does not receive the appropriate funds from the New York State Office of Children and Family Services, the County shall not be liable to pay any of its own funds to meet any deficiency under the terms of the contract.

AGENDA ITEM NO. 12 – Amend 2024 Budget for Daycare Expenditures - Department of Social Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF VAN DEE

RESOLUTION NO. 185-24

Amend 2024 Budget for Daycare Expenditures - Department of Social Services

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

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

INCREASE:

Daycare Expenditures

A60105.56055 current \$1,350,000.00 INCREASE \$250,000 new = \$1,600,000.00

Daycare Revenues

A601043.43655 current \$1,296,578.00 INCREASE \$250,000 new = \$1,546,578.00

AGENDA ITEM NO. 13 – Authorize Agreement with Cayuga Addictions Recovery Services -
Department of Social Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF VAN DEE

RESOLUTION NO. 186-24

Authorize Agreement with Cayuga Addictions Recovery Services - Department of Social Services

WHEREAS, the NYS Office of Children and Family Services is anticipated to allocate another round of federal Child Abuse Prevention and Treatment Act (CAPTA) Comprehensive Addiction and Recovery Act of 2016 (CARA) funds to Cortland County and all counties in New York State to help improve their response to families and infants affected by substance use disorders; AND

WHEREAS, Cayuga Addictions Recovery Services (CARS) is an authorized provider of behavioral health services and has the expertise for this partnership; AND

WHEREAS, the \$60,000.00 in funding needed for this Agreement will be provided through a State allocation of federal money and will be paid from Account A60105.54800.4695 Admin – Behavioral Health and the revenue will be posted in Account A601044.44689.4695; NOW THEREFORE BE IT

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee and subject to an allocation from New York State and the appropriation of funding by the Legislature, be and hereby is authorized to execute an agreement for the time period of December 1, 2024 through November 30, 2025 with CARS in an amount not to exceed \$60,000.

AGENDA ITEM NO. 14 – Authorize Memorandum of Understanding - Cayuga-Cortland Workforce Development Area

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF VAN DEE

RESOLUTION NO. 187-24

Authorize Memorandum of Understanding - Cayuga-Cortland Workforce Development Area

WHEREAS, the Workforce Innovation and Opportunity Act of 2014 seeks to streamline the internal workings of several major pieces of Workforce-related legislation and to mandate a much closer local collaboration through a One-Stop service delivery system for employers and job seekers; AND

WHEREAS, the Memorandum Of Understanding includes the budget for the sharing of infrastructure costs of each Comprehensive, Affiliate, and Specialized Career Center in the Local Workforce Development Area and identify each co-located partner's infrastructure cost share for each Comprehensive, Affiliate, and Specialized Center in the Local Workforce Development Area; AND

WHEREAS, required in the Memorandum of Understanding requirements set forth in 20 CFR

678.500, 20 CFR678.510 and the Training and Guidance Letter 17-16 of the Workforce Innovation and Opportunity Act statute, Memoranda of Understanding must be developed between the Local Workforce Development Board and each of the One-Stop Partners and all other County Departments in the Career Center System; AND

WHEREAS, the Memorandum of Understanding will define the roles and responsibilities of the parties and the budget of the parties of the Agreement with regard to implementation of the One-Stop Career Centers in Cayuga and Cortland County; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Legislature, upon review of the County Attorney or designee, be and hereby is authorized to execute said agreement.

AGENDA ITEM NO. 15 – Appoint Members - Cayuga/Cortland Workforce Development Board - Employment and Training Grant Administration

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF VAN DEE

RESOLUTION NO. 188-24

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

WHEREAS, pursuant to the Workforce Innovation and Opportunity Act of 2017, the Governor of the State of New York has authorized and directed the Chief Local Elected Officials of 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 a three year term and from the sector as listed below:

Name	Address	Sector	Term Ending
Heather Wineburg	83 Main Street, Cortland, NY 13045	Cortland County Chamber	6/30/2027
Nicole Meeker	67 Main Street, Cortland NY 13045	McNeil & Co., Inc.	6/30/2027

AGENDA ITEM NO. 16 – Accept Substance Abuse & Mental Health Services Administration (SAMHSA) 2024-2028 Youth Grant, Authorize Agreements and Create Positions - Mental Health Department

Mr. Harbin MADE A MOTION TO AMEND the resolution to add a resolved clause to include the account information; Ms. Price SECONDED THE MOTION TO AMEND; and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF VAN DEE

RESOLUTION NO. 189-24

Accept Substance Abuse & Mental Health Services Administration (SAMHSA) 2024-2028 Youth Grant, Authorize Agreements and Create Positions - Mental Health Department

WHEREAS, the Cortland County Mental Health Department has been awarded a grant from Substance Abuse & Mental Health Services Administration (SAMHSA) for expansion and sustainability of comprehensive community mental health services for children with series emotional disturbances (SED); AND

WHEREAS, the grant award period is from October 2024 through September 2028 and award amount total is \$3,526,362.00; AND

WHEREAS, the grant has designated the funds to be used to fund specific positions and provider contracts matching the approved SAMHSA budget and action plans; AND

WHEREAS, the Mental Health Department recommends the creation of two full time positions of one Mental Health Rehabilitation Specialist (MHRS) (CSEA, Grade 16 \$23.8479/hr - \$30.1854/hr, competitive class, full time with benefits) and one Senior Mental Health Clinician (SMHC) (CSEA, Grade 28 \$37.2145/hr - \$47.1041, competitive class, full time with benefits) positions as funded and required by this grant; AND

WHEREAS, the Grant has designated fund to be used for 2024 purchasing of two (2) laptops and two (2) iPads to be used by the Mental Health Department for grant management, activities and oversight; AND

WHEREAS, it is the recommendation of the Health and Human Services Committee to authorize the Cortland County Administrator to approve the designation of funds to the following Cortland County contracted agencies to work under the Grant leadership oversight of the Mental Health Department; with these budget requirements in the grant:

2024-2028 SAMHSA Approved Contacted Providers	Authorized Funds Four (4) Year Totals
Family & Children's Counseling Services of Cortland	\$13,000
CAPCO	\$93,910
CACTC / RHI	\$170,000
SUNY Upstate Medical University	\$53,000
Cowley Associates, Inc.	\$38,500
Functional Family Therapy, LLC	\$71,750

; AND

WHEREAS, the 2024 budget needs to be amended; NOW THEREFORE BE IT

RESOLVED, that the Cortland County be and hereby accepts the award of the Substance Abuse

& Mental Health Services Administration (SAMHSA) in the amount of \$3,526,362.00; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to execute all necessary agreements to receive the grant funding; AND BE IT FURTHER

RESOLVED, that one Mental Health Rehabilitation Specialist (MHRS) (CSEA, Grade 16 \$23.8479/hr - \$30.1854/hr, competitive class, full time with benefits) and one Senior Mental Health Clinician (SMHC) (CSEA, Grade 28 \$37.2145/hr - \$47.1041, competitive class, full time with benefits) positions as funded and required by this grant, be created with approval to fill on September 27, 2024 at 12:01 AM; AND BE IT FURTHER

RESOLVED, that both positions shall be abolished upon the expiration of the grant funding for the positions; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to execute contracts with the following agencies for an amount not to exceed the amount listed below:

2024-2028 SAMHSA Approved Contacted Providers	Authorized Funds Four (4) Year Totals
Family & Children's Counseling Services of Cortland	\$13,000
CAPCO	\$93,910
CACTC / RHI	\$170,000
SUNY Upstate Medical University	\$53,000
Cowley Associates, Inc.	\$38,500
Functional Family Therapy, LLC	\$71,750

; AND BE IT FURTHER

RESOLVED, the Director of Finance is authorized to pay the approved county contracted agencies from the appropriate expense account for this SAMHSA Grant; AND BE IT FURTHER

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

INCREASE:

Acct No. A43105 SAMHSA Grant \$956,086

Acct No. A359990 Approp. Fund Balance \$956,086

AMEND the 2024-2025 budget, (Sept. 30, 2024 to Sept. 29, 2025) to reflect the following:

Acct #	Acct Name	Direct	Indirect	Total Budget
Expense				
A43105 51005 ISCEI	Personal Services	157,686.00	15,768.60	173,455.00
A43105 58020 ISCEI	Retirement	22,076.00	2,207.60	24,284.00
A43105 58030 ISCEI	FICA	12,064.00	1,206.40	13,270.00
A43105 58040 ISCEI	Workers Comp	5,985.00	598.50	6,584.00
A43105 58060 ISCEI	Health Insurance	56,700.00	5,670.00	62,370.00

A43105	58062	ISCEI	Dental Insurance	270.00	27.00	297.00
A43105	58065	ISCEI	Vision Insurance	60.00	6.00	66.00
A43105	54045	ISCEI	Travel	51,252.00	5,125.20	56,377.00
A43105	54005	ISCEI	Office Supplies	8,600.00	860.00	9,460.00
A43105	54035	ISCEI	Education & Training	87,432.00	8,743.20	96,175.00
A43105	54055	ISCEI	Professional Services	125,000.00	12,500.00	137,500.00
A43105	54815	ISCEI	Contracted Agencies	361,390.00	13,068.00	374,458.00

				888,515.00	65,781.00	954,296.00
Revenue						
A43105	xxxxx	ISCEI	Systems of Care Grant	888,515.00	65,781.00	954,296.00

; AND BE IT FURTHER

RESOLVED, that the Director of Finance be and hereby shall carryover any unused grant funds to subsequent budgets for the life of the grant.

AGENDA ITEM NO. 17 – Appoint Director of Community Mental Health Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF VAN DEE

RESOLUTION NO. 190-24

Appoint Director of Community Mental Health Services

WHEREAS, the Cortland County Legislature will have a vacant position of Director of Community Mental Health Services effective October 10, 2024; AND

WHEREAS, Legislators Ron VanDee, William McGovern and Keith VanGorder, Community Services Board member Kathy Reynolds, County Administrator Rob Corpora and Personnel Officer Laurie Leonard conducted interviews and offered a recommendation for this appointment; AND

WHEREAS, the Community Services Board has recommended Patricia Schaap to be appointed to the position of Director of Community Mental Health Services; AND

WHEREAS, the County Legislature has received the recommendation for the appointment of Patricia Schaap as Director of Community Mental Health Services; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby appoint Patricia Schaap as Director of Community Mental Health Services at an annual salary of \$104,986 (Grade 3, Step 2, Management Compensation Plan, non-competitive class, full-time) effective October 10, 2024.

Referred from Finance & Administration Committee

AGENDA ITEM NO. 18 – Authorization Extension of Cortland County Microenterprise Assistance Program Agreement, Project No. 286ME528-23

Ms. Bischoff MADE A MOTION to amend the resolution to substitute it for the following:

**Authorization Extension of Cortland County Microenterprise Assistance Program
Agreement, Project No. 286ME528-23**

WHEREAS, the Cortland County Legislature adopted Resolution No. 147-22 to authorize the application for and execution of a project agreement with the State of New York for the Cortland County Microenterprise program; AND

WHEREAS, Cortland County was awarded Microenterprise Assistance Program funding in the amount of \$200,000 in 2023 to assist Cortland County businesses; AND

WHEREAS, the County Administrator executed a contract for said funding for Project No. 286ME528-23; AND

WHEREAS, the New York State Office of Community Renewal is offering Cortland County a twelve (12) month extension on the current contract for additional Microenterprise Assistance Program funding for an amount not to exceed \$300,000 due to the demonstration of need in Cortland County; AND

WHEREAS, it is the recommendation of the Finance and Administration Committee to extend the agreement to further assist Cortland County businesses, without the need to go through a new application process; AND

WHEREAS, following a Request for Proposals (RFP), Thoma Development Consultants was awarded the bid and is currently administering the Cortland County Microenterprise Assistance Program, Project No. 286ME528-23; AND

WHEREAS, the New York State Office of Community Renewal, pending the extension of the current contract, authorizes Cortland County to extend the contract with Thoma Development Consultants, Inc. for grant administration and program delivery, without going back out to RFP; AND

WHEREAS, the New York State Office of Community Renewal allows Cortland County to allocate ten percent (10%) of the funding to grant administration and ten percent (10%) of the funding to program delivery; NOW THEREFORE BE IT

RESOLVED, that the Clerk of the Legislature and/or County Administrator, be and hereby is authorized and directed to file the necessary paperwork for the extension for Microenterprise Assistance Program funding from New York State Homes and Community Renewal, Office of Community Renewal; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval of the County attorney or designee as to form, be and hereby is authorized to execute an extension of the project agreement (Project No. 286ME528-23), for an amount not to

exceed \$300,000, with the New York State Office of Community Renewal and/or other necessary New York State agencies for the Cortland County Microenterprise Program; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval of the County attorney or designee as to form, be and hereby is authorized to execute an amendment to the current contract with Thoma Development Consultants, Inc., upon approval of the extension of the project agreement (Project No. 286ME528-23), for ten percent (10%) of the additional awarded funding for grant administration and ten percent (10%) of the additional awarded funding for program delivery.

Ms. Price SECONDED THE MOTION TO AMEND; and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Douglas Bentley

ON MOTION OF BISCHOFF

RESOLUTION NO. 191-24

**Authorization Extension of Cortland County Microenterprise Assistance Program Agreement,
Project No. 286ME528-23**

WHEREAS, the Cortland County Legislature adopted Resolution No. 147-22 to authorize the application for and execution of a project agreement with the State of New York for the Cortland County Microenterprise program; AND

WHEREAS, Cortland County was awarded Microenterprise Assistance Program funding in the amount of \$200,000 in 2023 to assist Cortland County businesses; AND

WHEREAS, the County Administrator executed a contract for said funding for Project No. 286ME528-23; AND

WHEREAS, the New York State Office of Community Renewal is offering Cortland County a twelve (12) month extension on the current contract for additional Microenterprise Assistance Program funding for an amount not to exceed \$300,000 due to the demonstration of need in Cortland County; AND

WHEREAS, it is the recommendation of the Finance and Administration Committee to extend the agreement to further assist Cortland County businesses, without the need to go through a new application process; AND

WHEREAS, following a Request for Proposals (RFP), Thoma Development Consultants was awarded the bid and is currently administering the Cortland County Microenterprise Assistance Program, Project No. 286ME528-23; AND

WHEREAS, the New York State Office of Community Renewal, pending the extension of the current contract, authorizes Cortland County to extend the contract with Thoma Development Consultants, Inc. for grant administration and program delivery, without going back out to RFP; AND

WHEREAS, the New York State Office of Community Renewal allows Cortland County to

allocate ten percent (10%) of the funding to grant administration and ten percent (10%) of the funding to program delivery; NOW THEREFORE BE IT

RESOLVED, that the Clerk of the Legislature and/or County Administrator, be and hereby is authorized and directed to file the necessary paperwork for the extension for Microenterprise Assistance Program funding from New York State Homes and Community Renewal, Office of Community Renewal; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval of the County attorney or designee as to form, be and hereby is authorized to execute an extension of the project agreement (Project No. 286ME528-23), for an amount not to exceed \$300,000, with the New York State Office of Community Renewal and/or other necessary New York State agencies for the Cortland County Microenterprise Program; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval of the County attorney or designee as to form, be and hereby is authorized to execute an amendment to the current contract with Thoma Development Consultants, Inc., upon approval of the extension of the project agreement (Project No. 286ME528-23), for ten percent (10%) of the additional awarded funding for grant administration and ten percent (10%) of the additional awarded funding for program delivery.

Announcements

Adjournment

The meeting was closed at 6:24 PM



Cortland County Legislature

Legislative Session

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

~ Minutes ~

Thursday, August 22, 2024

6:00 PM

Board Room

Public Hearings

Salute to the Flag

Call to Order

The meeting was called to order at 6:06 PM by Chair of the Legislature Kevin Fitch

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Kris Valentine Behnke	Cortland County, NY	Legislator	Present	
Douglas Bentley	Cortland County, NY	Legislator	Present	
Cathy Bischoff	Cortland County, NY	Legislator	Present	
Reed Cleland	Cortland County, NY	Legislator	Present	
Mitchel Eccleston	Cortland County, NY	Legislator	Present	
Beau Harbin	Cortland County, NY	Minority Leader	Present	
Paul Heider	Cortland County, NY	Majority Leader	Present	
Linda Jones	Cortland County, NY	Legislator	Present	
Dominick Mantella	Cortland County, NY	Legislator	Present	
William McGovern	Cortland County, NY	Legislator	Present	
Joseph Nauseef	Cortland County, NY	Legislator	Present	
Christopher Newell	Cortland County, NY	Legislator	Present	
Sandra Price	Cortland County, NY	Legislator	Present	
Ronald J. Van Dee	Cortland County, NY	Legislator	Present	
Keith VanGorder	Cortland County, NY	Legislator	Present	
Eugene Waldbauer	Cortland County, NY	Legislator	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

Approval of Minutes

1. Cortland County Legislature - Legislative Session - Jun 27, 2024 6:00 PM

RESULT:	APPROVED
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2. Cortland County Legislature - Special Meeting - Aug 8, 2024 12:00 PM

RESULT:	APPROVED
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Privilege of the Floor

Proclamations & Recognitions

Presentation of Petitions, Communications, and Notice

1. Presentation of the 2023 Audit - Insero

RESULT:	COMPLETED
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Receive and File

Reports of Standing, Special and Ad Hoc Committees

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions Following Suspension of the Rules

Mr. Heider MADE A MOTION TO SUSPEND THE RULES OF ORDER to entertain the seven resolutions that were approved in the four special committee meetings of that day; Mr. Harbin SECONDED THE MOTION; and upon unanimous voice vote of members present; MOTION CARRIED.

AGENDA ITEM NO. 1 – Reject Bid for Transportation of Children with Special Needs - Health Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Christopher Newell, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 143-24

Reject Bid for Transportation of Children with Special Needs - Health Department

WHEREAS, the County of Cortland is responsible for providing transportation for children with disabilities (ages birth through five years) for therapy and program participation; AND

WHEREAS, the County issued a Request for Proposal (RFP) on June 12, 2024 for transportation of children with disabilities for the 2024-2026 contract years; AND

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

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

WHEREAS, the County received one bid from the following:

Transdev North America, Inc. dba First Transit, Inc.
720 East Butterfield Road, Suite 300
Lombard, Illinois 60148

; AND

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

RESOLVED, that the Cortland County Legislature be and hereby formally rejects the bid proposal received for the transportation of children with special needs.

AGENDA ITEM NO. 2 – Resolution Terminating Contract with First Transit, Inc. Db a TransDev, for the Operation of the Public Transportation System

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF HARBIN

RESOLUTION NO. 144-24

Resolution Terminating Contract with First Transit, Inc. Db a TransDev, for the Operation of the Public Transportation System

WHEREAS, Cortland County entered into a contractual agreement with First Transit, Inc., currently dba TransDev, in 2015, entrusting the operation of the public transportation system to their management with the goal of providing reliable, efficient, and cost-effective public transit services to the residents of Cortland County; AND

WHEREAS, the contract between Cortland County and First Transit, Inc. does not have a defined end date, but instead allows either party to terminate the agreement at the end of any contract quarter, provided that written notice is given; AND

WHEREAS, on May 2, 2024, Cortland County issued a Request for Proposals (RFP) for the operation of its public transportation system, seeking to ensure that the County receives the most cost-effective and high-quality service for its residents; AND

WHEREAS, First Transit, Inc., dba TransDev, in response to the RFP, submitted a proposal that included a substantial increase in costs compared to the current contract, thereby placing an additional and unsustainable financial burden on County taxpayers; AND

WHEREAS, First Transit, Inc., dba TransDev was the only company to provide a proposal in response to the RFP; AND

WHEREAS, the Cortland County Legislature, after reviewing the proposal and considering the financial impact on the community, has determined that these increased costs are not in the best interest of the County; AND

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

WHEREAS, the Cortland County Legislature has decided to exercise its right under the contract to terminate the agreement with First Transit, Inc., dba TransDev, effective September 30, 2024, or such other date as the parties may mutually agree; AND

WHEREAS, this termination will allow the County to explore alternative options for the continued provision of public transportation services that better align with the financial constraints and service needs of the community; NOW THEREFORE BE IT

RESOLVED, that the contract between Cortland County and First Transit, Inc., dba TransDev, for the operation of the public transportation system is hereby formally terminated effective September 30, 2024, or such other date as the parties may mutually agree; AND BE IT FURTHER

RESOLVED, that the Chair of the Cortland County Legislature is hereby authorized and directed to provide written notice of termination to First Transit, Inc., dba TransDev, in strict accordance with the terms outlined in the contract, thereby ensuring that all contractual obligations and legal requirements are met; AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature shall distribute copies of this resolution to First Transit, Inc., dba TransDev, and all relevant County departments and agencies, as well as to any other stakeholders involved in the public transportation system, to ensure comprehensive communication and compliance with the termination process; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature shall identify and secure a suitable alternative for the operation of the public transportation system that meets the County's service standards and budgetary requirements.

AGENDA ITEM NO. 3 – Resolution Authorizing Cortland County to Become a Participating Member of the Central New York Regional Transportation Authority (CNYRTA)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Paul Heider, Majority Leader
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF HARBIN

RESOLUTION NO. 145-24

Resolution Authorizing Cortland County to Become a Participating Member of the Central New York Regional Transportation Authority (CNYRTA)

WHEREAS, the Cortland County Legislature has considered the potential benefits to its citizens of becoming a member of the Central New York Regional Transportation Authority (hereafter "CNYRTA"), also known as Centro; AND

WHEREAS, it is the intention of Cortland County that its citizens continue to have access to and receive affordable and reliable public transportation through the County's membership in the CNYRTA system, as authorized under Title 11-D of the Public Authorities Law; AND

WHEREAS, Cortland County may elect to become a participating member of CNYRTA by resolution adopted by a majority of the membership of the County Legislature; AND

WHEREAS, the current contract for public transportation services with First Transit, Inc./TransDev will terminate on or about September 30, 2024, and CNYRTA has been identified as a

suitable and effective partner to ensure the continuation of these essential services; NOW THEREFORE BE IT

RESOLVED, that, pursuant to Title 11-D of the New York State Public Authorities Law, the Cortland County Legislature hereby elects to become a participating member of the Central New York Regional Transportation Authority; AND BE IT FURTHER

RESOLVED, that Cortland County's membership in the Central New York Regional Transportation Authority shall become effective following the filing of a duly certified copy of this resolution with the Authority, the Secretary of State, and upon the mailing of certified copies of this resolution to the County Clerks of Onondaga, Oswego, Oneida, Jefferson, Madison, Cayuga, and Cortland Counties; AND BE IT FURTHER

RESOLVED, that the Chair of the Cortland County Legislature, upon approval of the County Attorney, is hereby authorized to execute any and all agreements, documents, and instruments necessary to formalize the County's partnership with CNYRTA for the provision of public transportation services; AND BE IT FURTHER

RESOLVED, that the County Administrator, in coordination with the Department of Planning, is directed to oversee the transition process from First Transit, Inc./TransDev to CNYRTA and to ensure that public transportation services continue without interruption during this transition period; AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature is hereby directed to forward certified copies of this resolution to CNYRTA, the New York State Department of Transportation, and any other relevant parties.

AGENDA ITEM NO. 4 – Imposition of Additional Mortgage Tax - County Clerk

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	William McGovern, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF NAUSEEF

RESOLUTION NO. 146-24

Imposition of Additional Mortgage Tax - County Clerk

WHEREAS, New York State Tax Law §253-2(a) indicates each mortgage on real property recorded on or after July 1, 1969 outside of the metropolitan commuter transportation district as defined by New York State Public Authorities Law §1262, shall impose an additional tax of twenty-five cents for each one hundred dollars and each remaining major fraction thereof of principal debt or obligation, saving and excepting the first \$10,000 of principal debt; AND

WHEREAS, New York State Tax Law §253-2(a) allows the suspension of additional mortgage tax by resolution; AND

WHEREAS, the Cortland County Board of Supervisors suspended the imposition of the tax by Resolution No. 116 of 1969; AND

WHEREAS, the Cortland County Board of Supervisors defeated a motion to join the Central New York Regional Transportation District by Resolution No. 267 of 1975; AND

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

WHEREAS, the Cortland County Legislature has revisited the transportation needs of Cortland County and has concluded they would be better addressed by joining the Central New York Regional Transportation Authority, which receives its funding based on New York State Tax Law §253-2(a); NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature directs the Recording Officer (County Clerk) of Cortland County, effective January 1, 2025, to impose an additional mortgage tax of twenty-five cents for each one hundred dollars and each remaining major fraction thereof of principal debt or obligation, saving and excepting the first \$10,000 of principal debt on recorded mortgages; AND BE IT FURTHER

RESOLVED, the County Clerk forward a certified copy of this resolution to the New York State Department of Taxation and Finance at least 60 days prior to January 1, 2025; AND BE IT FURTHER

RESOLVED, the County Clerk forward a certified copy of this resolution to the New York State Comptroller's Office for filing within five days of it being duly adopted.

AGENDA ITEM NO. 5 – Create Various Temporary Transit Positions - Planning Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Christopher Newell, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF HARBIN

RESOLUTION NO. 147-24

Create Various Temporary Transit Positions - Planning Department

WHEREAS, the County is in the process of transitioning to a new transportation vendor to better serve its residents and manage taxpayer funds more effectively; AND

WHEREAS, during this transition, the County remains committed to providing uninterrupted and reliable transportation services for all County residents; AND

WHEREAS, the Agricultural, Planning and Environmental Committee recommends the creation of many various temporary transit positions to cover the time period between transportation providers; AND

WHEREAS, this approach has been deemed necessary to avoid any service disruptions that could adversely affect County residents while also minimizing the financial burden on taxpayers; NOW THEREFORE BE IT

RESOLVED, that the following temporary positions be created with approval to fill effective midnight on August 22, 2024:

- Seventeen (17) full-time Bus Drivers (\$18.4165-23.3107/hr, non-competitive class, insurance benefits only)
- Three (3) part-time Bus Drivers (\$18.4165-23.3107/hr, non-competitive class, no benefits)
- Eight (8) part-time Bus Aides (\$15.6579-19.8190/hr, non-competitive class (PJC), no benefits)
- Two (2) full-time Bus Dispatchers (\$20.8680-26.4136/hr, competitive class, insurance benefits only)
- Two (2) full-time Transit Maintenance Technicians (\$23.0509-29.1766/hr, non-competitive class (PJC), insurance benefits only)
- One (1) full-time Transit Maintenance Manager (\$25.5703-32.3653/hr, competitive class,

- insurance benefits only)
- One (1) full-time Transit Road Supervisor (\$18.9861-24.0315/hr, competitive class, insurance benefits only)
- One (1) full-time Transit Safety Manager (\$25.5703-32.3653/hr, competitive class, insurance benefits only)
- One (1) full-time Transit Office Manager (\$22.7222-30.2433/hr, competitive class, insurance benefits only)
- One (1) full-time Transit General Manager (\$66,481-88,486/yr, competitive class, insurance benefits only)

; AND BE IT FURTHER

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

INCREASE:

A359900 - Appropriated Fund Balance	573,195.45
A56305.51005 FT Personal Services	\$309,051.52
A56305.51010 PT Personal Services	\$ 52,045.29
A56305.58020 Retirement	\$ 43,267.20
A56305.58030 FICA	\$ 27,623.91
A56305.58040 Workers Comp	\$ 13,275.00
A56305.58060 Health Insurance	\$117,173.48
A56305.58062 Dental Insurance	\$ 541.44
<u>A56305 58065 Vision Insurance</u>	<u>\$ 117.60</u>
Total:	\$573,195.45

AGENDA ITEM NO. 6 – Authorizing the Cortland County Legislature to Enter into Agreements with First Transit, Inc. Db a TransDev

RESULT:	ADOPTED [16 TO 1]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	William McGovern, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, VanGorder, Waldbauer, Fitch
NAYS:	Ronald J. Van Dee

ON MOTION OF HARBIN

RESOLUTION NO. 148-24

Authorizing the Cortland County Legislature to Enter into Agreements with First Transit, Inc. Db a TransDev

WHEREAS, the Cortland County Legislature previously adopted a resolution to terminate its contract with First Transit, Inc., dba TransDev, for the operation of the public transportation system; AND

WHEREAS, the County is in the process of transitioning the operation of its public transportation services to Centro; AND

WHEREAS, there may be a need to maintain or adjust public transportation services during the transition period to ensure continuity of service for county residents; AND

WHEREAS, TransDev has the expertise and capability to provide necessary public transportation

services during this period; AND

WHEREAS, it is in the best interest of the County to ensure that public transportation services remain uninterrupted and reliable during the transition to Centro; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the Chairman of the Legislature, upon review and approval by the County Attorney or designee, to enter into any necessary agreements with First Transit, Inc. dba TransDev to provide public transportation services during the transition period; AND BE IT FURTHER

RESOLVED, that this resolution shall take effect immediately.

AGENDA ITEM NO. 7 – Authorizing an Agreement with JM Murray Center, Inc. for Cortland County to Provide Transportation Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF HARBIN

RESOLUTION NO. 149-24

Authorizing an Agreement with JM Murray Center, Inc. for Cortland County to Provide Transportation Services

WHEREAS, JM Murray Center, Inc. (“JM Murray”) plays a vital role in supporting individuals with disabilities in Cortland County and surrounding areas, offering a wide range of essential services that promote independence, skill development, and community integration; AND

WHEREAS, the effective delivery of these services depends in part on the availability of reliable and efficient transportation, enabling clients to access programs, medical appointments, employment opportunities, and other critical activities; AND

WHEREAS, Cortland County is committed to supporting organizations like JM Murray, which contributes to the well-being and quality of life of County residents, and the County recognizes the importance of providing transportation services that meet the specific needs of JM Murray and its clients; AND

WHEREAS, Cortland County possesses the necessary resources, personnel, and infrastructure to provide such transportation services in a manner that aligns with JM Murray’s operational requirements and enhances its ability to serve its clients; AND

WHEREAS, this agreement will foster a collaborative relationship between Cortland County and JM Murray, facilitating the delivery of essential services to some of the most vulnerable members of the community; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Legislature, upon review and approval by the County Attorney or designee, is hereby authorized and directed to execute an agreement with JM Murray Center, Inc. for Cortland County to provide transportation services for JM Murray; AND BE IT FURTHER

RESOLVED, that this agreement shall commence on a date to be specified in the contract and shall include terms and conditions necessary to ensure the provision of consistent, safe, and efficient transportation services; AND BE IT FURTHER

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

RESOLVED, that the Clerk of the Legislature shall forward a certified copy of this resolution, along with the executed agreement, to JM Murray Center, Inc., and any other appropriate parties to ensure proper administration and implementation of this agreement.

Resolutions from the Chair

AGENDA ITEM NO. 8 – Appoint Legislative Representatives to the Tourism Marketing Grant Committee

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 150-24

Appoint Legislative Representatives to the Tourism Marketing Grant Committee

WHEREAS, the Cortland County Tourism Marketing Grant Committee, formally known as the Cortland County Occupancy Tax Allocation Committee, is presently comprised of the Director of the Cortland County Convention and Visitors Bureau, three members from the Tourism Board and three members from the Cortland County Chamber of Commerce Board; AND

WHEREAS, it is desired to add two Legislators representing each political party to the committee to determine recommendations/allocations of Occupancy Tax Monies; NOW THEREFORE BE IT

RESOLVED, that Republican Eugene Waldbauer, Legislator District 13, and Democrat Douglas Bentley, Legislator District 1, be and hereby are appointed to serve on the Cortland County Tourism Marketing Grant Committee for a term to expire Dec. 31, 2025.

AGENDA ITEM NO. 9 – Appoint Liaison - Tompkins Cortland Community College Board of Trustees

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Linda Jones, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF FITCH

RESOLUTION NO. 151-24

Appoint Liaison - Tompkins Cortland Community College Board of Trustees

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 Cortland County Legislature believes designating a liaison is in the best interests of the County; NOW THEREFORE BE IT

RESOLVED, that Cathy Bischoff, of 16 ½ Elwood Avenue, Cortland, NY 13045, is hereby appointed to fill the Legislative Liaison to the Tompkins Cortland Community College Board of Directors

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for a term to expire December 31, 2025.

Referred from Agriculture/Planning/Environment Committee

Referred from Building & Grounds Committee

Referred from Highway Committee

AGENDA ITEM NO. 10 – Establish Cortland County Highway Department Fuel Farm Reserve and Set Rates for Fuel - Highway Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Newell, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF NEWELL

RESOLUTION NO. 152-24

Establish Cortland County Highway Department Fuel Farm Reserve and Set Rates for Fuel - Highway Department

WHEREAS, the Cortland County Highway Department has a fuel farm for gasoline and diesel; AND

WHEREAS, the Cortland County Highway Department fuel farm will need to be replaced and/or repaired in the future, resulting in significant costs to the County; AND

WHEREAS, Cortland County currently charges \$0.09 above cost per gallon for the fuel purchased at the Cortland County Highway Department fuel farm; AND

WHEREAS, it is the recommendation of the Superintendent of Highways and the Highway Committee to create a reserve to help pay future costs for the repair and replacement of the Cortland County Highway fuel farm to be funded from fuel usage; AND

WHEREAS, it is the recommendation Superintendent of Highways and the Highway Committee to increase the cost for fuel purchased at the Cortland County Highway Department fuel farm to \$0.25 above cost per gallon; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature authorizes the creation of a Highway Fuel Farm Reserve - E.386300.HFF for future repairs and replacement of the Cortland County Highway fuel farm; AND BE IT FURTHER

RESOLVED, the cost for fuel purchased at the Cortland County Highway Department fuel farm be increased to \$0.25 above cost per gallon; AND BE IT FURTHER

RESOLVED, that \$0.25 per gallon of fuel purchased at the Cortland County Highway Department fuel farm be deposited into this reserve.

Referred from Government Operations Committee

AGENDA ITEM NO. 11 – Award Bid Dental and Vision Insurance - Personnel Department

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Joseph Nauseef, Legislator
SECONDER: Linda Jones, Legislator
AYES: Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF NAUSEEF**RESOLUTION NO. 153-24****Award Bid Dental and Vision Insurance - Personnel Department**

WHEREAS, a Request for Proposals (RFP) was issued for a third party administrator for Cortland County's employee and retiree dental and vision insurances; AND

WHEREAS, the funding for these services currently exists in the health insurance budget; AND

WHEREAS, bids were received from two companies: Emblem Health, 55 Water Street, New York, NY and Excellus BlueCross BlueShield, of 333 Butternut Drive, Syracuse, NY; AND

WHEREAS, the Government Operations Committee recommends that the bid be awarded to the company who presented the best value for the services provided; NOW THEREFORE BE IT

RESOLVED, that Excellus BlueCross BlueShield, of 333 Butternut Drive, Syracuse, NY be and hereby is hereby awarded the bid for third party administration of the Cortland County employee and retiree dental and vision insurance; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is hereby authorized to enter into a contract with Excellus BlueCross BlueShield, 333 Butternut Drive, Syracuse, NY for third party administration of Cortland County's dental and vision insurance for the time period of January 1, 2025 - December 31, 2027.

AGENDA ITEM NO. 12 – Award Bid Medical Insurance - Personnel Department

RESULT: ADOPTED [UNANIMOUS]
MOVER: Joseph Nauseef, Legislator
SECONDER: Beau Harbin, Minority Leader
AYES: Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF NAUSEEF**RESOLUTION NO. 154-24****Award Bid Medical Insurance - Personnel Department**

WHEREAS, a Request for Proposals (RFP) was issued for a third party administrator for Cortland County's employee and retiree medical insurance; AND

WHEREAS, the funding for these services currently exists in the health insurance budget; AND

WHEREAS, bids were received from two companies: Emblem Health, 55 Water Street, New York, NY and Excellus BlueCross BlueShield, of 333 Butternut Drive, Syracuse, NY; AND

WHEREAS, the Government Operations Committee recommends that the bid be awarded to the company who presented the best value for the services provided; NOW THEREFORE BE IT

RESOLVED, that Excellus BlueCross BlueShield, of 333 Butternut Drive, Syracuse, NY be and hereby is awarded the bid for third party administration of the Cortland County employee and retiree medical insurance; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to enter into a contract with Excellus BlueCross BlueShield, 333 Butternut Drive, Syracuse, NY for third party administration of Cortland County's medical insurance for the time period of January 1, 2025 - December 31, 2027.

AGENDA ITEM NO. 13 – Authorize Salary Amendments - Employment Policy Manual for Department Heads, Management Employees and Management/Confidential Employees Management Attorney Salary Table - Personnel Department

RESULT: REFER TO COMMITTEE - NO VOTE

Next: 9/10/2024 11:00 AM

ON MOTION OF NAUSEEF

RESOLUTION NO.

Authorize Salary Amendments - Employment Policy Manual for Department Heads, Management Employees and Management/Confidential Employees Management Attorney Salary Table - Personnel Department

WHEREAS, there is a need to amend the Management Attorney Table salary schedule in the Employment Policy Manual for Department Heads, Management Employees and Management/Confidential Employees; AND

WHEREAS, the Government Operations Committee has reviewed and recommends the amendments shown below; AND

WHEREAS, the committee recommends that all incumbents in the titles shown below do not receive the 2025 annual salary increase due to this adjustment; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the amendments to the Management Attorney Table salary schedule in the Employment Policy Manual for Department Heads, Management Employees and Management/Confidential Employees effective September 1, 2024 as follows:

	Step 1	Step 2	Step 3	Step 4
Grade 0	n/a	n/a	n/a	\$146,802
Grade 1	n/a	n/a	n/a	\$125,000
Grade 2	\$100,000	\$105,000	\$11,0000	\$115,000
Grade 3	n/a	n/a	n/a	\$74,160

Grade 0

County Attorney
Public Defender

Grade 1

Chief Assistant County Attorney
Chief Assistant District Attorney
Chief Assistant Public Defender
Chief DSS Attorney
Plan Administrator

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Grade 2

Assistant County Attorney
 Assistant District Attorney
 Assistant Public Defender
 Social Services Attorney

Grade 3

Associate Assistant County Attorney
 Associate Assistant District Attorney
 Associate Assistant Public Defender
 Associate Social Services Attorney

AGENDA ITEM NO. 14 – Increase Mortgage Tax Expense - County Clerk

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF NAUSEEF

RESOLUTION NO. 155-24

Increase Mortgage Tax Expense - County Clerk

WHEREAS, Article 11, Section 250 through Section 262 of the Tax Law, indicates the Recording Officer (County Clerk) is charged with the collection and administration of mortgage tax monies; AND

WHEREAS, by Section 262 of the Tax Law, Recording Officers are entitled to receive their necessary expenses associated with the collection and administration of mortgage tax monies; AND

WHEREAS, the current allowable allowance of \$62,315.58 per year, payable monthly, was passed by Resolution No. 351-17, when the employee expenses were considerably less; AND

WHEREAS, the Recording Officer has estimated effective January 1, 2025 the cost associated with the collection and administration of mortgage tax amounts to be \$107,155.44 per year; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 351-17 be and hereby is rescinded effective January 1, 2025; AND BE IT FURTHER

RESOLVED, the Cortland County Legislature does hereby authorize the County Clerk's Mortgage Tax Expense to be increased to the sum of \$107,155.44 per year effective January 1, 2025; AND BE IT FURTHER

RESOLVED, the County Clerk withhold from her disbursements in twelve (12) equal monthly installments at a total annum amount of \$107,155.44; AND BE IT FURTHER

RESOLVED, that the County Clerk forward a certified copy of this resolution to the New York State Department of Taxation and Finance for approval.

AGENDA ITEM NO. 15 – Amend Membership of the Cortland County Records Management Advisory Board

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Joseph Nauseef, Legislator
SECONDER: Linda Jones, Legislator
AYES: Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF NAUSEEF**RESOLUTION NO. 156-24****Amend Membership of the Cortland County Records Management Advisory Board**

WHEREAS, a Records Management Advisory Board was established and specific composition of the Board was detailed by Resolution No. 153-97; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 273-08, which amended Resolution No. 153-97 to add the Cortland County Administrator to the Records Management Advisory Board; AND

WHEREAS, by Local Law 10 of 2022 the County Treasurer position was abolished and the duties were transferred to the Director of Finance; AND

WHEREAS, the Information Technology department of Cortland County plays a critical role in the infrastructure and day-to-day operations of the County; AND

WHEREAS, the Cortland County Historical Society is a mission focused agency working to safeguard the history of Cortland County; AND

WHEREAS, the Government Operations Committee, upon recommendation of the Records Management Officer, recommends updating the members of the Records Management Advisory Board to remove the County Treasurer and add the Cortland County Director of Finance, Cortland County Director of Information Technology, and a member of the Cortland County Historical Society; NOW THEREFORE BE IT

RESOLVED, the Records Management Advisory Board consist of the Chairman of the Legislature, County Administrator, County Attorney, County Clerk/Records Management Officer, County Historian, Director of Finance, Director of Information Technology, two members from the Legislature, up to 8 additional members from Cortland County municipalities and one member from the Cortland County Historical Society; AND BE IT FURTHER

RESOLVED, that this shall take effect upon adoption by the Cortland County Legislature.

AGENDA ITEM NO. 16 – Appoint Members - Records Management Advisory Board 2024

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Joseph Nauseef, Legislator
SECONDER: Beau Harbin, Minority Leader
AYES: Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF NAUSEEF**RESOLUTION NO. 157-24****Appoint Members - Records Management Advisory Board 2024**

WHEREAS, a Records Management Program was established by the Cortland County

Legislature through the adoption of Resolution No. 89-217; AND

WHEREAS, a Records Management Advisory Board was established by the Cortland County Legislature through the adoption of Resolution No. 153-97, and amended through the adoption of Resolution No. 156-24; NOW THEREFORE BE IT

RESOLVED, that the following be and hereby are appointed to the Records Management Advisory Board for a term ending December 31, 2024:

Kevin Fitch	Chair of the Legislature
Sandra Price	Legislator
Joseph Nauseef	Legislator
Andrea Herzog	Director of Finance
Victoria Monty	County Attorney
Brooke Kemak	County Clerk/Records Management Officer
Rob Corpora	County Administrator
Savannah Hempstead	County Historian
Jack Hess	Directory of Information Technology
Carrie Osborne	City of Cortland
Heather Hill	Town of Homer
Morgan Larkin	Town of Truxton
Anna Wilcox	Town of Willet
Kristin Rocco-Petrella	Town of Cortlandville
Tabitha Scoville	Cortland County Historical Society

AGENDA ITEM NO. 17 – Amend the Cortland County Legislature Rules of Order

Mr. Nauseef MADE A MOTION TO AMEND the rules of order to remove "the safety office" from under Article XII, 12, E; Mr. McGovern SECONDED THE MOTION; and upon unanimous voice vote of members present; MOTION CARRIED.

Mr. Harbin MADE A MOTION TO AMEND the rules of order to change three minutes to five minutes under Article III, 1, vi; Mr. Cleland SECONDED THE MOTION; and a voice vote was as follows:

	Votes	AYE	NAY	Total
Behnke (LD5)	2744	1		2744
Bentley (LD1)	2744	1		2744
Bischoff (LD3)	2743	1		2743
Cleland (LD10)	2995	1		2995
Eccleston (LD17)	3379		1	0
Harbin (LD2)	2747	1		2747
Heider (16)	3192		1	0
Jones (LD9)	2989	1		2989
Mantella (LD6)	2740	1		2740
McGovern (LD 15)	2734	1		2734
Nauseef (LD12)	2819	1		2819
Newell (LD11)	2837	1		2837
Price (LD14)	3344	1		3344
VanDee (LD4)	2743	1		2743
VanGorder (LD7)	2743	1		2743
Waldbauer (LD13)	2853		1	0

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Chairman Fitch (LD8)	2990		1	0
Total	49336	13	4	36922
		Majority	24669	
		2/3rd	32892	

; MOTION CARRIED.

A voice vote was completed for Adopted the Rules of Order as amended, which is a two-thirds vote for approval. The vote was as follows:

	Votes	AYE	NAY	Total
Behnke (LD5)	2744	1		2744
Bentley (LD1)	2744	1		2744
Bischoff (LD3)	2743	1		2743
Cleland (LD10)	2995	1		2995
Eccleston (LD17)	3379	1		3379
Harbin (LD2)	2747	1		2747
Heider (16)	3192	1		3192
Jones (LD9)	2989	1		2989
Mantella (LD6)	2740	1		2740
McGovern (LD 15)	2734	1		2734
Nauseef (LD12)	2819	1		2819
Newell (LD11)	2837	1		2837
Price (LD14)	3344	1		3344
VanDee (LD4)	2743		1	0
VanGorder (LD7)	2743	1		2743
Waldbauer (LD13)	2853	1		2853
Chairman Fitch (LD8)	2990		1	0
Total	49336	15	2	43603
		Majority	24669	
		2/3rd	32892	

RESULT:	ADOPTED AS AMENDED [15 TO 2]
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer
NAYS:	Linda Jones, Kevin Fitch

ON MOTION OF NAUSEEF

RESOLUTION NO. 158-24

Amend the Cortland County Legislature Rules of Order

WHEREAS, Local Law No. 2 for year 1972, Section 202, Paragraph 5 established that the Cortland County Legislature is empowered to enact rules governing the conduct of the members at its sessions and the manner of transacting business thereat; AND

WHEREAS, County Law Section 153[8] empowers the County Legislature to determine the rules of its own proceedings; AND

WHEREAS, the Government Operations Committee has reviewed and approved the recommended changes to the Rules of Order as attached; NOW THEREFORE BE IT

RESOLVED, that the "Rules of Order for the Cortland County Legislature" are hereby amended as attached; AND BE IT FURTHER

RESOLVED, that the rules shall be published on the Cortland County website; AND BE IT FURTHER

RESOLVED, that these amendments to the Cortland County Legislature's Rules of Order shall take effect August 23, 2024.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 18 – Authorize Service Agreement - Monroe Piping and Sheet Metal - Department of Emergency Response

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF PRICE

RESOLUTION NO. 159-24

Authorize Service Agreement - Monroe Piping and Sheet Metal - Department of Emergency Response

WHEREAS, through competitive bidding, Cortland County's Department of Emergency Response & Communications purchased two computer room air conditioning (CRAC) units for its server room in the 911 facility at 22 West Court Street; AND

WHEREAS, Cortland County's Department of Emergency Response & Communications is seeking to have preventative maintenance completed on the CRAC units twice a year, in line with manufacturer recommendations, by a certified contractor and in keeping with the established warranty; AND

WHEREAS, the Department has funding in account A30205.54015 for the 2024 budget year; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is authorized to execute an agreement with Monroe Piping and Sheet metal in the amount of \$1,980.00 for preventative maintenance on two CRAC units located at 22 West Court Street.

AGENDA ITEM NO. 19 – Abolish One Position of Assistant Public Defender/Create One Position of Associate Assistant Public Defender/Assistant Public Defender - Public Defender's Office

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF PRICE

RESOLUTION NO. 160-24

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

**Abolish One Position of Assistant Public Defender/Create One Position of Associate Assistant
Public Defender/Assistant Public Defender - Public Defender's Office**

WHEREAS, the needs of the agency will be better service by abolishing one (1) position of Assistant Public Defender and creating one (1) position of Associate Assistant Public Defender/Assistant Public Defender; AND

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

RESOLVED, that one (1) position of Assistant Public Defender (Management Compensation Plan, Attorney Grade 2, \$85,000-\$111,041, non-competitive class, full-time with benefits) be and hereby is abolished effective August 22, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Associate Assistant Public Defender/ Assistant Public Defender (Management Compensation Plan, Attorney Grade 3, \$72,000-\$94,058, pending jurisdictional classification, full-time with benefits or Management Compensation Plan, Attorney Grade 2, \$85,000-\$111,041, non-competitive class, full-time with benefits) be created with approval to fill on August 22, 2024 at 12:01 AM.

AGENDA ITEM NO. 20 – Authorize Use of County Vehicle Repair/Replacement Reserve for Sheriff Vehicle - Sheriff's Office

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF PRICE

RESOLUTION NO. 161-24

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

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

WHEREAS, funds are required for the repair of a Sheriff Road Patrol 2021 Dodge Charger damaged in an accident on 05/02/2024; AND

WHEREAS, the County Vehicle Repair/Replacement has funding available to cover this expense; NOW THEREFORE BE IT

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

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

Increase:

A31205.54300	Vehicle Repairs & Maintenance	\$17,311.58
A351100	Appropriated Reserves	\$17,311.58

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

AGENDA ITEM NO. 21 – Authorizing Entry of Contracts with School Districts for School Resource Officers - Sheriff's Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Price, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF PRICE

RESOLUTION NO. 162-24

Authorizing Entry of Contracts with School Districts for School Resource Officers - Sheriff's Department

WHEREAS, Resolution No. 95-23 created two (2) part-time Special Patrol Officers (Security) and four (4) part-time Special Patrol Officers (School Resource Officer); AND

WHEREAS, the four (4) part-time Special Patrol Officers (School Resource Officers) are paid for by the school districts which they serve; AND

WHEREAS, Resolution No. 26-24 authorized annual salary increases for the above positions; AND

WHEREAS, Cortland County school districts are in need of School Resource Officers (SRO) in the form of a Police Officer (Deputy Sheriff) from the Sheriff's Department; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the Cortland County Administrator, upon review and approval by the County Attorney or designee, to enter into agreements for School Resource Officers with school districts within Cortland County.

AGENDA ITEM NO. 22 – Authorize Hazard Pay for Corrections Unit - Sheriff's Department

Ms. Price MADE A MOTION TO AMEND the resolution to read as follows:

WHEREAS, employees of the CSEA #6550-03 Correction Officer/Civilian contract of the Cortland County Sheriff's Department worked through the COVID-19 pandemic on a continuous basis providing 24/7 coverage at the Cortland County jail in hazardous conditions in enclosed areas without additional compensation; AND

WHEREAS, the Cortland County Legislature desires to compensate those employees who worked during the COVID-19 pandemic for their service to Cortland County; NOW THEREFORE BE IT

RESOLVED, that full-time employees of the CSEA #6550-03 Correction Officer/Civilian contract of the Cortland County Sheriff's Department who worked through the COVID-19 pandemic on a continuous basis providing 24/7 coverage at the Cortland County jail in hazardous conditions in enclosed areas without additional compensation between the dates of March 17, 2020 and December 31, 2021, and who are currently employed by the Cortland County Sheriff's Department Corrections Division as of September 1, 2024, or who worked between the dates of March 17, 2020 and December 31, 2021 and retired previous to September 1, 2024, be paid a one-time payment of \$1,500.

Mr. Harbin SECONDED THE MOTION; and a roll call vote was taken as follows:

	Votes	AYE	NAY	Total
Behnke (LD5)	2744	1		2744
Bentley (LD1)	2744		1	0
Bischoff (LD3)	2743	1		2743
Cleland (LD10)	2995	1		2995
Eccleston (LD17)	3379		1	0
Harbin (LD2)	2747	1		2747
Heider (16)	3192	1		3192
Jones (LD9)	2989		1	0
Mantella (LD6)	2740	1		2740
McGovern (LD 15)	2734		1	0
Nauseef (LD12)	2819		1	0
Newell (LD11)	2837		1	0
Price (LD14)	3344	1		3344
VanDee (LD4)	2743	1		2743
VanGorder (LD7)	2743		1	0
Waldbauer (LD13)	2853		1	0
Chairman Fitch (LD8)	2990	1		2990
Total	49336	9	8	26238
		Majority	24669	
		2/3rd	32892	

; MOTION CARRIED.

A roll call vote was taken on the main motion, as amended, as follows:

	Votes	AYE	NAY	Total
Behnke (LD5)	2744	1		2744
Bentley (LD1)	2744	1		2744
Bischoff (LD3)	2743	1		2743
Cleland (LD10)	2995	1		2995
Eccleston (LD17)	3379		1	0
Harbin (LD2)	2747	1		2747
Heider (16)	3192	1		3192
Jones (LD9)	2989		1	0
Mantella (LD6)	2740	1		2740
McGovern (LD 15)	2734		1	0
Nauseef (LD12)	2819		1	0
Newell (LD11)	2837	1		2837
Price (LD14)	3344	1		3344
VanDee (LD4)	2743	1		2743
VanGorder (LD7)	2743		1	0
Waldbauer (LD13)	2853		1	0
Chairman Fitch (LD8)	2990	1		2990
Total	49336	11	6	31819
		Majority	24669	
		2/3rd	32892	

RESULT:	ADOPTED AS AMENDED [11 TO 6]
MOVER:	Sandra Price, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Harbin, Heider, Mantella, Newell, Price, Van Dee, Fitch
NAYS:	Eccleston, Jones, McGovern, Nauseef, VanGorder, Waldbauer

ON MOTION OF PRICE**RESOLUTION NO. 163-24****Authorize Hazard Pay for Corrections Unit - Sheriff's Department**

WHEREAS, employees of the CSEA #6550-03 Correction Officer/Civilian contract of the Cortland County Sheriff's Department worked through the COVID-19 pandemic on a continuous basis providing 24/7 coverage at the Cortland County jail in hazardous conditions in enclosed areas without additional compensation; AND

WHEREAS, the Cortland County Legislature desires to compensate those employees who worked during the COVID-19 pandemic for their service to Cortland County; NOW THEREFORE BE IT

RESOLVED, that full-time employees of the CSEA #6550-03 Correction Officer/Civilian contract of the Cortland County Sheriff's Department who worked through the COVID-19 pandemic on a continuous basis providing 24/7 coverage at the Cortland County jail in hazardous conditions in enclosed areas without additional compensation between the dates of March 17, 2020 and December 31, 2021, and who are currently employed by the Cortland County Sheriff's Department Corrections Division as of September 1, 2024, or who worked between the dates of March 17, 2020 and December 31, 2021 and retired previous to September 1, 2024, be paid a one-time payment of \$1,500.

Referred from Health & Human Services Committee

AGENDA ITEM NO. 23 – Appoint Member to Cortland County Board of Health

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF VAN DEE**RESOLUTION NO. 164-24****Appoint Member to Cortland County Board of Health**

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

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

RESOLVED, that Erica Skipton, M.D., c/o Guthrie Cortland, 134 Homer Ave., Cortland, NY 13045 be and hereby is appointed to said Board to fill the remainder of the term of Nicole Villapiano, M.D., starting September 1, 2024 and ending December 31, 2024; AND BE IT FURTHER

RESOLVED, that Erica Skipton, c/o Guthrie Cortland, 134 Homer Ave., Cortland, NY 13045 be and hereby is appointed to said Board as a Medical Provider Representative member for a four month term beginning on September 1, 2024 and ending December 31, 2024.

AGENDA ITEM NO. 24 – Appointment of Youth Board Members - Health Department

RESULT: ADOPTED [UNANIMOUS]
MOVER: Ronald J. Van Dee, Legislator
SECONDER: Beau Harbin, Minority Leader
AYES: Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 165-24

Appointment of Youth Board Members - Health Department

WHEREAS, the members of the Cortland County Youth Board are appointed by the Cortland County Legislature; AND

WHEREAS, Youth Representatives on the Board serve one year terms and all other members serve three year terms; NOW THEREFORE BE IT

RESOLVED, that the following person be and hereby is appointed as members of the Cortland County Youth Board, to serve without compensation for the following terms:

NAME	CAPACITY	ADDRESS	TERM ENDING
Alicia Wheaton	Probation	60 Central Ave, Cortland NY	12/31/2026
Andrew Ray	Community Member	4376 Meadow Lane, Cortland NY	12/31/2026

AGENDA ITEM NO. 25 – Create Senior Mental Health Clinician & Community Mental Health Manager - Abolish SPOA Coordinator - Mental Health Department

RESULT: ADOPTED [16 TO 1]
MOVER: Ronald J. Van Dee, Legislator
SECONDER: Beau Harbin, Minority Leader
AYES: Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
NAYS: Linda Jones

ON MOTION OF VAN DEE

RESOLUTION NO. 166-24

Create Senior Mental Health Clinician & Community Mental Health Manager - Abolish SPOA Coordinator - Mental Health Department

WHEREAS, the needs of the Mental Health Department will be better served by creating one Senior Mental Health Clinician and one Community Mental Health Manager position and abolishing one SPOA Coordinator position; AND

WHEREAS, the Health & Human Services Committee recommends the creation of one Senior Mental Health Clinician and one Community Mental Health Manager position and the abolition of one SPOA Coordinator position; NOW THEREFORE BE IT

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

RESOLVED, that one full time position of SPOA Coordinator (CSEA, Grade 21, \$28,4879-36.0584/HR, competitive class, full time with benefits) hereby is abolished effective August 22, 2024 at midnight; AND BE IT FURTHER

RESOLVED, that one position of Senior Mental Health Clinician (CSEA, Grade 28, \$37,2145-47.1041/HR, competitive class, full time with benefits) and one position of Community Mental Health Manager (Management, Grade 10, \$57,528-76,569/YR, competitive class, full time with benefits) be created effective August 23, 2024 at 12:01 am with approval to fill.

AGENDA ITEM NO. 26 – Appoint Members - Older Americans Act Advisory Council

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 167-24

Appoint Members - Older Americans Act Advisory Council

WHEREAS, the By-Laws of the Older Americans Act Advisory Council of the Cortland County Area Agency on Aging state membership shall be 15-25 voting members with at least fifty percent of the membership to be at least sixty years of age that represent target group seniors according to the Older Americans Act of 1965, as amended, and shall also include representatives of health care provider organizations, including veterans and supportive services provider organizations, be broadly representative of all aspects of the county, and include local elected official and the general public; AND

WHEREAS, Article 4, Section 2, states the Ex-Officio members of the Council shall include: the Director of the Office for Aging and the Director of the Cortland County Veterans Services Agency; NOW THEREFORE BE IT

RESOLVED, that the following be and hereby appointed to the Older Americans Act Advisory Council effective upon adoption of this resolution by the Cortland County Legislature:

Name	Capacity	Term Expiration
Pearl Reed-Klein, PhD	Director of Office for Aging	Ex-Officio
Thomas Tedesco	Director of Veterans Affairs	Ex-Officio

AGENDA ITEM NO. 27 – Authorize Agreement with the Salvation Army for Code Blue Services - Department of Social Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF VAN DEE

RESOLUTION NO. 168-24

Authorize Agreement with the Salvation Army for Code Blue Services - Department of Social Services

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

WHEREAS, the NYS Office of Temporary and Disability Assistance requires counties to implement regulations in Title 18NYCRR Section 304.1, titled Protection of Vulnerable Homeless Persons, otherwise referred to as “Code Blue,” to provide shelter during inclement weather when air temperatures are at or below 32 degrees Fahrenheit; AND

WHEREAS, the Salvation Army has agreed to contract with Cortland County to provide Warming Center services for the 2024-2025 season; AND

WHEREAS, a majority of the costs will be paid from expense account A60105.54800.4696. If other revenue sources are made available to cover the portion of costs ineligible for Code Blue due to disqualifying temperatures during the duration of the contract, they will be used to allow the Warming Center services to remain open continuously during the contract period; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to sign an agreement with the Salvation Army for Warming Center services for the term November 1, 2024 – April 30, 2025 in an amount not to exceed \$300,000.00.

AGENDA ITEM NO. 28 – Authorize Agreement for Use of Opioid Reserve Funds - Code Blue Warming Center/Salvation Army

RESULT:	ADOPTED [15 TO 2]
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, Waldbauer, Fitch
NAYS:	Mitchel Eccleston, Keith VanGorder

ON MOTION OF VAN DEE

RESOLUTION NO. 169-24

Authorize Agreement for Use of Opioid Reserve Funds - Code Blue Warming Center/Salvation Army

RWHEREAS, the Cortland County Department of Social Services (DSS) 2023 homeless population demographic data demonstrates that approximately 44% of the unhoused population face substance addiction and mental health challenges; AND

WHEREAS, the DSS 2023 data also shows that approximately 62% of individuals placed in DSS emergency housing options are discharged from placement due to non-compliant behavior; AND

WHEREAS, a significant portion of those individuals discharged due to noncompliance are struggling with substance addiction and mental health issues; AND

WHEREAS, other Cortland County substance abuse databases clearly illustrate that an overwhelming number of Cortland County residents’ overdoses and substance use disorders involve the opioid fentanyl; AND

WHEREAS, DSS ineligible/sanctioned homeless clients’ options for emergency overnight housing are limited to, when available, overnight warming centers, which provide sheltering and bedding such as the Cortland County Salvation Army; AND

WHEREAS, Cortland County has contracted with the Salvation Army to be the sole source provider of overnight warming center services in Cortland County from approximately November through April; AND

WHEREAS, the state monies used to fund the Salvation Army contract for these services, due to governing regulations, periodically prevent the Salvation Army from being continuously open to provide overnight warming center services during any given authorized contract; AND

WHEREAS, the erratic closing and opening of Salvation Army warming center services during the contractual term is disruptive to the recovery process for unhoused individuals with substance use disorder and mental health issues, and undermining to recovery case management support provided by substance abuse treatment and housing placement specialists such as Cortland County's Catholic Charities Critical Intervention Team; AND

WHEREAS, New York State Mental Hygiene Law § 25.18 and the NY Opioid Settlement Fund Schedule C - Approved Uses, explicitly sanctions the use of opioid settlement funds for "housing services" and such "housing services shall be appropriate, based on the individual's current need and state of recovery"; AND

WHEREAS, New York State Finance Law § 99-nn, Mental Hygiene Law § 25.18 and NY Opioid Settlement Fund Schedule C -Approved Uses, encourages the use of opioid funds in a manner that places "an emphasis on programs that provide a continuum of care" that includes "screening and assessment" and "that support critical time interventions (CTI)" and services for "individuals who face immediate risks and service needs" and, lastly may be used to supplement existing state funded program services; AND

WHEREAS, the Cortland County Salvation Army overnight warming center services are on the continuum of care from emergency to transitional to permanent housing options for homeless individuals at risk for or with substance use disorders; AND

WHEREAS, the application of opioid funds for the permitted use of housing can be used to supplement the state funded Salvation Army overnight warming center operations and thereby, when under contract with Cortland County, maintain a continuously open and accessible overnight warming center for homeless individuals at risk for or with substance use disorders; AND

WHEREAS, a continuously open, accessible overnight warming center provides homeless individuals at risk for or with substance use disorders a stable temporary place to begin the path to recovery, facilitates screening and assessment activities, and supports the case management and treatment services of Catholic Charities Critical Invention Team for unhoused individuals at risk for or with substance use disorders; AND

WHEREAS, the Health and Human Services Committee and Finance and Administration Committees of the Cortland County Legislature recommend allocating up to \$25,000 of the Opioid Settlement Reserve Fund to the Salvation Army to enable the Salvation Army to provide continuous open overnight emergency shelter housing to homeless individuals at risk for, or with, substance use disorder; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes the allocation of up to \$25,000 of the Opioid Settlement Reserve Fund to the Salvation Army to enable the Salvation Army to provide continuous open overnight emergency shelter housing to homeless individuals at risk for, or with, substance use disorder.

AGENDA ITEM NO. 29 – Create One Caseworker Position - Department of Social Services

Mr. Harbin MADE A MOTION TO AMEND the resolution to remove the final expense line and change the revenue total to \$42,374; Ms. Jones SECONDED THE MOTION; and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT: ADOPTED AS AMENDED [UNANIMOUS]
MOVER: Ronald J. Van Dee, Legislator
SECONDER: Reed Cleland, Legislator
AYES: Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF VAN DEE**RESOLUTION NO. 170-24****Create One Caseworker Position - Department of Social Services**

WHEREAS, New York State has provided Cortland County with an allocation of \$165,385 in Temporary Assistance for Needy Families (TANF) funds to hire a staff person to provide case management services for families who are having difficulty stabilizing their households and transitioning towards greater financial security; AND

WHEREAS, the needs of the Department of Social Services will be better served by creating one (1) position of Caseworker; AND

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

RESOLVED, that one (1) position of Caseworker (Grade 18, CSEA, \$25.5703-32.3653/hr, competitive class, full time, 40 hrs/week, with benefits) be created with approval to fill on August 22, 2024; AND BE IT FURTHER

RESOLVED, that the position is contingent upon continued funding and will be abolished once said funding is exhausted; AND BE IT FURTHER

RESOLVED, that the 2024 County budget be amended as follows:

Increase

Expense:

A60105.51005.FCS	Salary- FCS	\$18,509.00
A60105.51020.FCS	Overtime- FCS	\$4,000.00
A60105.58020	Retirement-FCS	\$2,221.00
A60105.58030	FICA-FCS	\$1,416.00
A60105.58040	Workers Comp-FCS	\$600.00
A60105.58060	Health Insurance-FCS	\$6,961.00
A60105.58062	Dental-FCS	\$30.00
A60105.58065	Vision- FCS	\$7.00
A60105.52005.FCS	Furniture-FCS	\$1,500.00
A60105.52060.FCS	Equipment- FCS	\$1,600.00
A60105.54000.FCS	Phones- FCS	\$230.00
A60105.54005.FCS	Office Supplies-FCS	\$1,500.00
A60105.54045.FCS	Travel-FCS	\$200.00
A60105.54078.FCS	Fuel-FCS	\$200.00
A60105.54300.FCS	Vehicle Repairs-FCS	\$400.00
A60105.54301.FCS	Vehicle Lease-FCS	\$3,000.00

Increase

Revenue:

A601044.44689.FCS	Federal Revenue	\$42,374
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Referred from Finance & Administration Committee

AGENDA ITEM NO. 30 – Designate Cortland County Convention and Visitors Bureau as Cortland County's Tourism Promotion Agency

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF BISCHOFF

RESOLUTION NO. 171-24

Designate Cortland County Convention and Visitors Bureau as Cortland County's Tourism Promotion Agency

WHEREAS, the New York State Division of Tourism's Matching Grant Program is designated to encourage tourism promotion throughout New York and adjacent states; AND

WHEREAS, the Cortland County Convention and Visitors Bureau Inc., a non-profit organization promoting Cortland County as a tourism destination, qualifies as the official Tourism Promotion Agency for Cortland County; AND

WHEREAS, the Cortland County Convention and Visitors Bureau Inc. has requested to be designated the Tourism Promotion Agency for Cortland County in 2025; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Convention and Visitors Bureau Inc., is hereby designated for 2025 by the Cortland County Legislature to make application for and receive grants on behalf of the County pursuant to the New York State Tourism Promotion Act.

AGENDA ITEM NO. 31 – Authorize Agreement Cortland County Convention and Visitors Bureau for Provision of Public Benefits Services for Promotion and Publicity

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch

ON MOTION OF BISCHOFF

RESOLUTION NO. 172-24

Authorize Agreement Cortland County Convention and Visitors Bureau for Provision of Public Benefits Services for Promotion and Publicity

WHEREAS, the County of Cortland desires to promote and publicize the advantages, benefits and attractions of Cortland County in order to attract visitors, businesses and industry; AND

WHEREAS, Cortland County has imposed a Hotel/Motel Occupancy Tax for the purpose of funding Tourism Promotion; AND

WHEREAS, Section 224 of County Law provides the County may contract with non-profit organizations, other corporations, associations and agencies within the County to provide such publicity services, upon certain terms and conditions; AND

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

WHEREAS, the Cortland County Convention and Visitors Bureau Inc. (CVB), is a non-profit organization promoting Cortland County as a tourism destination; NOW THEREFORE BE IT

RESOLVED, that pursuant to Section 224 of County Law, the County shall enter into a contract with the Cortland County Convention and Visitors Bureau Inc. under the following terms and conditions:

1. The CVB shall provide the County with its services and shall promote and publicize the advantages of Cortland County in such a mode and manner as it deems appropriate, including, but not limited to, all media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.
2. The CVB shall be responsible for the distribution of occupancy funds as outlined in the Cortland County Occupancy Tax Funding Request Guidelines.
3. Cortland County will collect occupancy taxes as prescribed in Local Law No. 1 of 2002 and shall remit those funds to the CVB for redistribution.
4. Cortland County will retain 10% of the occupancy funds per Section 4 (12) of Local Law No. 1 of 2002 for the purpose of administering such tax.
5. The Cortland County Finance Director shall remit to the CVB the sum of \$764,234.95, consistent with the 2023 Occupancy tax collections, to the tourism and publicity account.
6. The term of this agreement shall be one (1) year from January 1, 2025 to December 31, 2025.
7. Within thirty (30) days of the termination of this agreement, the CVB shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefore attached. The County Chairman or designee may request such verified accounting be rendered to the County each quarter during the term of this agreement.
8. The CVB shall place any unused monies into a dedicated account for the purpose of developing new events and funding unanticipated activities that support tourism in Cortland County with an emphasis on events that produce multi-day visits or overnight stays.

; AND BE IT FURTHER

RESOLVED, that the County Administrator is authorized and directed to enter into an agreement, upon review and approval of the County Attorney or designee, with the Cortland County Convention and Visitors Bureau Inc. for the period January 1, 2025 through December 31, 2025 in accordance with the terms and conditions listed above.

AGENDA ITEM NO. 32 – Authorize Distribution of Second Quarter 2024 Sales Tax

RESULT:	ADOPTED [16 TO 1]
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Behnke, Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Price, Van Dee, VanGorder, Waldbauer, Fitch
NAYS:	Beau Harbin

ON MOTION OF BISCHOFF

RESOLUTION NO. 173-24

Authorize Distribution of Second Quarter 2024 Sales Tax

WHEREAS, the Cortland County Legislature adopted Resolution No. 221-18, which provides for

Minutes Acceptance: Minutes of Aug 22, 2024 6:00 PM (Approval of Minutes)

the distribution of sales tax from the County to local municipalities; AND

WHEREAS, the sales tax sharing agreement provides for the deduction directly from the gross sales tax distribution received from the State of New York a fixed sum of \$1,500,000 for County purposes, with the remaining balance of the revenues to be distributed for use by the County, City of Cortland, and the various municipalities within Cortland County; AND

WHEREAS, the gross deduction for County purposes will be provided for quarterly; AND

WHEREAS, the 2024 second quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for second quarter 2024 to be \$10,174,918.32; AND

WHEREAS, the total amount available for distribution is \$9,799,918.32, after the direct deduction for County purposes; AND

WHEREAS, individual municipalities by resolution have opted to apply a portion of their sales tax dollars to off-set the property tax levy and that amount (\$725,000.00) is to be withheld from the quarterly distribution; AND

WHEREAS, Cortland County receives (55%), or \$5,389,955.08 of the total net quarterly distribution; AND

WHEREAS, respective payments are now ready for disbursement; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the Director of Finance or designee to release sales tax payments for the second quarter of 2024 as so stated below from Account No. A19855.54101 in either the form of a county check or by direct bank transfer as per the request of the receiving municipality:

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
Cortland, City of	\$1,703,225.80	\$-0-	\$1,703,225.80	\$-0-
Cincinnatus, Town of	\$74,210.79	\$-0-	\$74,210.79	\$-0-
Cortlandville, Town of	\$827,929.77	\$-0-	\$827,929.77	\$-0-
Cuyler, Town of	\$68,272.00	\$(28,750.00)	\$39,522.00	\$(57,500.00)
Freetown, Town of	\$55,386.20	\$-0-	\$55,386.20	\$-0-
Harford, Town of	\$75,460.13	\$-0-	\$75,460.13	\$-0-
Homer, Town of	\$299,347.80	\$-0-	\$299,347.80	\$-0-
Homer, Village of	\$211,407.34	\$-0-	\$211,407.34	\$-0-
Lapeer, Town of	\$112,473.00	\$(112,473.00)	\$-0-	\$(135,027.00)
Marathon, Town of	\$86,660.54	\$-0-	\$86,660.54	\$-0-
Marathon, Village of	\$44,437.16	\$-0-	\$44,437.16	\$-0-
McGraw, Village of	\$36,852.53	\$-0-	\$36,852.53	\$-0-
Preble, Town of	\$153,517.60	\$-0-	\$153,517.60	\$-0-
Scott, Town of	\$88,089.18	\$-0-	\$88,089.18	\$-0-
Solon, Town of	\$83,129.63	\$-0-	\$83,129.63	\$-0-
Taylor, Town of	\$43,588.49	\$-0-	\$43,588.49	\$-0-
Truxton, Town of	\$109,325.74	\$-0-	\$109,325.74	\$-0-
Virgil, Town of	\$267,984.83	\$(25,000.00)	\$242,984.83	\$(50,000.00)

Willet, Town of	\$68,664.71	\$-0-	\$68,664.71	\$-0-
Total	\$4,409,963.24	\$(166,223.00)	\$4,243,740.24	\$(242,527.00)

; AND BE IT FURTHER

RESOLVED, that the Cortland County Director of Finance or designee is hereby directed to deposit the County's "off the top" sum of \$375,000 in the appropriate reserves and accounts as designated in Resolution No. 283-21.

Announcements

Mr. McGovern announced that the Village of Marathon's 1890 Union Fair is September 7, 2024.

Mr. Harbin announced that the Bizarre Bazaar for the grand reopening of Cortland Reuse is September 14, 2024.

Mr. Nauseef announced that the Village of McGraw's first 9/11 Remembrance Ceremony is September 11, 2024.

Adjournment

The meeting was closed at 7:27 PM



Personnel Change Justification Form

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

Position Name (s): Create Heavy Equipment Maintenance Mechanic-trainee Abolish Heavy Equipment Maintenance Mechanic

Bargaining Unit: CSEA

Purpose and Background:

Difficulty hiring qualified mechanics trained for heavy truck and equipment repair.

Fiscal Impact: ☒ County Funded _____ % ☐ Grant Funded _____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 17 Salary Range \$ 24.6877-31.2484

Requested Grade/Salary of Position: Grade 13-17 Salary Range \$ 21.5585-27.2876, \$24.6877-31.2484

Annual Increase: \$ 0 County Share: \$ 0 # of Positions Affected: 50

Goals:

To train an individual to become a qualified mechanic.

Operational Impact:

Without a fully staffed mechanics shop it will impact our County road projects and removal of snow from our roads.

Requested By: [Signature]

Signature of Requesting Department Head

9-3-2024

Date

Personnel Officer Approval: [Signature]

Signature of Personnel Officer

9/3/24

Date

County Administrator Budget Impact Statement:

County Administrator Approval: [Signature]

Signature of County Administrator

9/3/2024

Date

Statutory Committee Approval: _____

Signature of Committee Chair after Committee Vote

Date

Additional duties assigned to both the Superintendent and Deputy Superintendent of Highways (outside of Highway Department duties)

Locations	Projects	Duties
Cortland County	OMH - 111 Port Watson Street Courthouse - HVAC, Dome and Stair Rehab projects	Provide project management, as a Sponsor, for Capitol Projects. Review and comment on Plans at the 90% completion, assist with advertising bids and bid openings, review estimates and project schedules, Provide guidance and assist in selection of Engineers/Architects for projects. Assist Engineer / Architect with Change Orders for projects. Monitor project progress making sure staying within budget
Cortland County Soil & Water	Assist CCSW personnel with streambed projects throughout Cortland County	Coordinate with CCSW with streambed stabilization projects, culvert plan review and installation. Direct Highway supervisors to provide labor and equipment for CCSW projects
TC3	Provide services for minor construction projects at Main Campus	Coordinate projects with Facility Manager at TC3, Advise Project Manager and Highway Supervisor of needed Labor, Equipment and materials for projects,

COST PER CASE: ASSIGNED COUNSEL VS PUBLIC DEFENDER COMPARISON

<u>Assigned Counsel Attorney</u>	<u>Cost per Case</u>	<u>Total Case Cost</u>
Yr. 2024 545 criminal and family court cases representing \$913,869 in billings	\$ 1,675.57	
<u>Assigned Counsel Program - Personnel</u>		
\$324,369 minus state funding =		
\$175,329 cost to the county divided by # of yearly AC cases about 1600	\$ 109.58	\$ 1,785.15
<u>Public Defender Attorney - Personnel</u>		
\$1,964,762.00 minus the state subsidy		
\$ 1,096,024.00 divided by yearly 1480 cases	\$ 740.55	
Retiree Health 7 Attys. X \$820 mo. X 12 mo. divided by 1480= \$\$ per case	\$ 46.54	
\$250,000 Attorney Upgrade divided by 1480	\$ 169.00	\$ 956.09
Assigned Counsel Cost More Per Case than PD		\$ 829.06
125 cases per year per new PD Lawyer (3) =		
375 cases x Additional AC Case Cost = County Savings:		\$ 310,897.50

Case Cost - Public Defender vs Assigned Counsel 2024 Budget Information

Public Defender (Only Personnel Costs)

Personal Services	\$ 1,130,820.00
PT Pay	\$ 109,673.00
Other Comp	
Retirement	\$ 147,878.00
FICA	\$ 94,273.00
COMp	\$ 29,700.00
Health	\$ 300,007.00
Dental	\$ 1,624.00
Vision	\$ 353.00

Professional Services	\$ 108,767.00		
Malp Insurance	\$ 41,667.00		
		State Subsidy	Net Cost to the County
Total Manpower	\$ 1,964,762.00	\$868,738.00	\$1,096,024.00

Assigned Counsel (Only Personnel Costs)

Personal Services	\$ 159,252.00
PT Pay	\$ 44,175.00
OT Pay	
Other Comp	
Retirement	\$ 24,410.00
FICA	\$ 15,562.00
Comp	\$ 8,100.00
Health	\$ 68,284.00
Dental	\$ 360.00
Vision	\$ 59.00

Professional Services			
Insurance	\$ 4,167.00		
		State Subsidy	Net Cost to the County
Total Manpower	\$ 324,369.00	\$149,040.00	\$ 175,329.00