



# Cortland County Legislature

## Legislative Session

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

~ Minutes ~

Thursday, December 16, 2021

6:00 PM

Board Room

### Salute to the Flag

### Public Hearings

1. Public Hearing for the Submission of One or More Community Development Block Grant (CDBG) Applications for the 2020 Program Year

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

### Call to Order

### Roll Call

The meeting was called to order at 6:00 PM by Chairman Paul Heider

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

## Approval of Minutes

1. Cortland County Legislature - Legislative Session - Nov 18, 2021 6:00 PM

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

## Proclamations & Recognitions

## Privilege of the Floor

## Presentation of Petitions, Communications, and Notice

## Receive and File

1. 2020 Health Department Annual Report

|                  |                                                                                                                                        |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>RECEIVE AND FILE [UNANIMOUS]</b>                                                                                                    |
| <b>MOVER:</b>    | Ann Homer, Legislator                                                                                                                  |
| <b>SECONDER:</b> | Mitchel Eccleston, Legislator                                                                                                          |
| <b>AYES:</b>     | Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                                                            |

## Reports of Standing, Special and Ad Hoc Committees

## Articles Postponed to Day Certain

## Unfinished Business

## New Business

## Resolutions

## Resolutions from the Chair

AGENDA ITEM NO. 1 – Appoint Redistricting Commission of the Cortland County Legislature

|                                |               |
|--------------------------------|---------------|
| <b>RESULT:</b>                 | <b>PULLED</b> |
| <b>Next: 1/27/2022 6:00 PM</b> |               |

**ON MOTION OF HEIDER**

**RESOLUTION NO.**

### **Appoint Redistricting Commission of the Cortland County Legislature**

WHEREAS, the 2020 Census results were published for Cortland County on August 12, 2021,  
AND

WHEREAS, pursuant to Local Law No. 2 of 1972, A Local Law Reapportioning the County of Cortland the Cortland County Legislature shall appoint a commission to evaluate the existing County legislative districts for equity and representation in relation to population within six months after the

publication of the results of the regular census taken in Cortland County, AND

WHEREAS, the commission shall consist of the Chair of the Legislature, two members of the County Legislature from the majority political party represented on the County Legislature and two members of the County Legislature from the second largest political party represented on the County Legislature, NOW THEREFORE BE IT

RESOLVED, that the following be and hereby are appointed to the Redistricting Commission effective immediately:

Paul Heider  
George Wagner  
Beau Harbin  
Kevin Fitch  
Richard Stock

, AND BE IT FURTHER

RESOLVED, that said Redistricting Commission shall be dissolved upon adoption of the Local Law reapportioning/redistricting the Cortland County legislative districts pursuant to the 2020 Census results.

AGENDA ITEM NO. 2 – Authorize Agreements for New York State Pop-Up COVID-19 Vaccination Clinics in Marathon, Truxton and Cortland

|                  |                                                                                                                                        |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                                                                                             |
| <b>MOVER:</b>    | Paul Heider, Chairman                                                                                                                  |
| <b>SECONDER:</b> | Kevin Fitch, Legislator                                                                                                                |
| <b>AYES:</b>     | Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                                                            |

ON MOTION OF HEIDER

RESOLUTION NO. 332-21

**Authorize Agreements for New York State Pop-Up COVID-19 Vaccination Clinics in Marathon, Truxton and Cortland**

WHEREAS, due to the increase in COVID-19 cases, New York State, in conjunction with the Cortland County Health Department, is implementing pop-up COVID-19 vaccination clinics in Cortland County, AND

WHEREAS, the pop-up vaccination clinics will be located in Marathon, Truxton and the City of Cortland, AND

WHEREAS, the Cortland County Legislature encourages all eligible residents to get vaccinated to help in the battle against Coronavirus, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby approves the County Administrator to execute all contracts needed for the upcoming vaccination clinics and to secure locations, transportation, advertising and any other need as may arise through February 15, 2022, AND BE IT FURTHER

RESOLVED, that the Director of Finance be and hereby is directed that all costs for the clinics be paid from Account No. A10105.54048.COV19.

## Referred from Building & Grounds Committee

### AGENDA ITEM NO. 3 – Authorize Use of Jail Project Reserve for Boiler Replacements

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

ON MOTION OF PRICE

RESOLUTION NO. 333-21

#### Authorize Use of Jail Project Reserve for Boiler Replacements

WHEREAS, the Cortland County Legislature adopted Resolution No. 313-15, which established the County Jail Project Reserve for the purpose of repair, construction, capital projects and other related expenditures for the County correctional facility, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 157-19 requiring all future uses of the reserve to be done through resolution, AND

WHEREAS, funds are required for the emergency replacement of the two boilers at the jail,

WHEREAS, the Jail Project Reserve balance at November 30, 2021 is \$1,364,365.30,  
NOW THEREFORE BE IT

RESOLVED, the Legislature approves the use of the Jail Project Reserve for the emergency replacement of two (2) boilers at the jail, AND BE IT FURTHER

RESOLVED, the 2021 budget is hereby amended as follows:

Increase: Account Number A31505.52320 Building Improvements                      \$65,191

Increase: Account Number A359900 Appropriated Reserves                              \$65,191

## Referred from Highway Committee

### AGENDA ITEM NO. 4 – Award Supplemental Agreement No. 2 Engineering Construction Inspection Services for North Tower Road Large Culvert (CIN 502-0784-59.00) Replacement Project - Highway Department

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

ON MOTION OF NEWELL

RESOLUTION NO. 334-21

#### Award Supplemental Agreement No. 2 Engineering Construction Inspection Services for North Tower Road Large Culvert (CIN 502-0784-59.00) Replacement Project - Highway Department

WHEREAS, Cortland County has been awarded \$879,968 in State funding under the BRIDGE-

NY Program to design and construct the replacement of the North Tower Road Large Culvert, AND

WHEREAS, the Cortland County Legislature has accepted the State funding for said project by Resolution No. 7-19, AND

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

WHEREAS, the Highway Committee appointed a Selection Committee to review said proposals, and make a recommendation to the Highway Committee of a firm that would best provide Professional Engineering Services, AND

WHEREAS, the Highway Committee recommends that C & S Companies of 499 Col. Eileen Collins Blvd., Syracuse, NY 13212 provide Professional Engineering Services to the Cortland County Highway Department, AND

WHEREAS, the amount of the Construction Inspection for said services was \$42,000.00, AND

WHEREAS, there is a need for additional Construction Administration and Inspection Services for in-plant precast concrete inspection that was not included in the original agreement for an amount of \$14,000.00, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves Supplemental Agreement No. 2 with C & S Companies for Professional Engineering Services to the Cortland County Highway Department for an additional amount not to exceed \$14,000.00, AND BE IT FURTHER

RESOLVED, that the Chairman of the Cortland County Legislature, upon review and approval as to form by the County Attorney or designee, is hereby authorized to execute said contract agreement with for Professional Engineering Services for the Construction Inspection for the North Tower Road Large Culvert Replacement, AND BE IT FURTHER

RESOLVED, that the 2021 Capital Budget be modified as follows:

Increase:

|                     |                |             |
|---------------------|----------------|-------------|
| HH512243.43597.NTLC | State Revenue  | \$14,000.00 |
| HH51225.52800.NTLC  | Infrastructure | \$14,000.00 |

AGENDA ITEM NO. 5 – Sublease of Cortland County Agricultural Corporation Building to Suit-Kote Corporation - Highway Department

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

ON MOTION OF NEWELL

RESOLUTION NO. 335-21

**Sublease of Cortland County Agricultural Corporation Building to Suit-Kote Corporation - Highway Department**

WHEREAS, the County of Cortland has a lease agreement with the Cortland County Agricultural

Corporation for storing Highway Equipment in the fairgrounds building from October 15, 2021 through May 8, 2022 (Resolution No.227-21, Agreement No. 206-21), AND

WHEREAS, the costs to the County for said lease agreement is \$2,650.00 for the term of the agreement, AND

WHEREAS, half of the fairgrounds building is available for Suit-Kote Corporation to utilize for storing equipment, AND

WHEREAS, Suit-Kote Corporation is willing to pay half of the costs of said lease which amounts to \$1,325.00, AND

WHEREAS, the County of Cortland is agreeable to sublease half of said building to Suit-Kote under the same terms that the Cortland County Highway Department has with the Cortland County Agricultural Corporation during the winter season, NOW THEREFORE BE IT

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 a sublease agreement for the 2021-2022 winter season starting October 15, 2021 and ending May 8, 2022 with Suit-Kote Corporation, 1911 Loring Crossing Road, Cortland, NY 13045 for an amount of \$1,325.00.

## **Referred from Health & Human Services Committee**

AGENDA ITEM NO. 6 – Authorize 2021 Budget Amendment/Authorize Agreement to Accept Funds from NYS Office of Mental Health Dwyer Veteran's Peer to Peer Funding for the Veteran's Services Department - Mental Health Department

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

### **ON MOTION OF BISCHOFF**

### **RESOLUTION NO. 336-21**

#### **Authorize 2021 Budget Amendment/Authorize Agreement to Accept Funds from NYS Office of Mental Health Dwyer Veteran's Peer to Peer Funding for the Veteran's Services Department - Mental Health Department**

WHEREAS, The New York State Office of Mental Health has provided the Cortland County Mental Health Department with Dwyer Peer to Peer funding in an amount not to exceed \$75,000 for Veterans who are experiencing post-traumatic stress symptoms, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized and directed to sign an agreement to accept these funds, AND BE IT FURTHER

RESOLVED that the 2021 Cortland County Budget be amended as follows:

Increase:

|                    |             |
|--------------------|-------------|
| Revenue:           |             |
| A431043.43490.4200 | \$75,000.00 |

Expense:  
A43105.51005.4200

\$75,000.00

**AGENDA ITEM NO. 7 – Authorize Agreement with Aetna Behavioral Health - Mental Health**

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

**ON MOTION OF BISCHOFF**

**RESOLUTION NO. 337-21**

**Authorize Agreement with Aetna Behavioral Health - Mental Health**

WHEREAS, the Cortland County Mental Health Department must execute a contract with Aetna Behavioral Health, main offices located at 1425 Union Meeting Road, Blue Bell, PA 19422 with a mailing address of PO Box 5, Blue Bell, PA 19422, AND

WHEREAS, Aetna Behavioral Health arranges for the provision of mental health and substance abuse services to members of the Plan, AND

WHEREAS, the Cortland County Mental Health Department wishes to become a recognized provider of mental health services as part of the Plan, AND

WHEREAS, funds received from Aetna Behavioral Health can benefit the 2022 budget in account A431042.41620.4200, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute agreements for 2022 for or with Aetna Behavioral Health.

**AGENDA ITEM NO. 8 – Authorize 2021 Budget Amendment to Accept Grant Funds from NYS Office of Mental Health - Mental Health Department**

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

**ON MOTION OF BISCHOFF**

**RESOLUTION NO. 338-21**

**Authorize 2021 Budget Amendment to Accept Grant Funds from NYS Office of Mental Health - Mental Health Department**

WHEREAS, the New York State Office of Mental Health has awarded the Cortland County Mental Health Department a workforce grant intended for Mental Health workforce expenses in an amount not to exceed \$40,000 for the period covering July 1, 2021 through Dec. 31, 2022, NOW THEREFORE BE IT

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

to sign an agreement to accept these funds, AND BE IT FURTHER

RESOLVED that the 2021 Cortland County Budget be amended as follows:

Increase:

|          |                    |             |
|----------|--------------------|-------------|
| Revenue: |                    |             |
|          | A431044.44490.4200 | \$40,000.00 |
| Expense: |                    |             |
|          | A43105.51005.4200  | \$40,000.00 |

, AND BE IT FURTHER

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

AGENDA ITEM NO. 9 – Authorize Provider Memorandum of Understanding for Systems of Care in Cortland County for 2022 - Mental Health Department

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

ON MOTION OF BISCHOFF

RESOLUTION NO. 339-21

**Authorize Provider Memorandum of Understanding for Systems of Care in Cortland County for 2022 - Mental Health Department**

WHEREAS, Cortland Mental Health is executing a provider Memorandum of Understanding (MOU) for 2022 to strengthen Cortland County's children and youth serving systems and to provide timely access to resources that support a trauma-informed community, AND

WHEREAS, this will be done to strengthen the current infrastructure and cross-system partnerships for children and youth services, to help decrease the service delivery gaps, and collaborating on data collection, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon and approval by the County Attorney or designee, is authorized to execute this Memorandum of Understanding for Systems of Care in Cortland County for 2022.

AGENDA ITEM NO. 10 – Accept Bids and Authorize Purchase of Miscellaneous Groceries and Frozen Foods - Area Agency on Aging

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

**Accept Bids and Authorize Purchase of Miscellaneous Groceries and Frozen Foods - Area Agency on Aging**

WHEREAS, bids were received on November 3, 2021 for the period January 1, 2022 through March 31, 2022, for the purchase of miscellaneous groceries and frozen foods in accordance with specifications on file in the Office of the Clerk of the Cortland County Legislature, for use by the Area Agency on Aging and the Sheriff's Department, AND

WHEREAS, the Health & Human Services Committee recommends that bids be awarded to the lowest responsible bidder, AND

WHEREAS, bids were received from the following:

Ginsberg's, PO Box 17, Route 66, Hudson, NY 12534  
 Smith Packing Co., PO Box 520, Utica, NY 13503-0520  
 Renzi Food Service, 901 Rail Drive, Watertown, NY 13601

, NOW THEREFORE BE IT

RESOLVED, that bids of the said vendors, in accordance with the specifications, be and hereby are accepted at the bid prices on a per item basis, AND BE IT FURTHER

RESOLVED, that said departments have the right to award bids based on price and quality, AND BE IT FURTHER

RESOLVED, that the above departments are authorized and directed to purchase said items from the lowest responsible bidders and best value for the period January 1, 2022 through March 31, 2022.

AGENDA ITEM NO. 11 – Authorize Agreement/Accept Funds Local Health Department COVID-19 Vaccine Response - Health Department

|                  |                                                                                                                                        |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                                                                                             |
| <b>MOVER:</b>    | Cathy Bischoff, Legislator                                                                                                             |
| <b>SECONDER:</b> | Kevin Fitch, Legislator                                                                                                                |
| <b>AYES:</b>     | Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                                                            |

**Authorize Agreement/Accept Funds Local Health Department COVID-19 Vaccine Response - Health Department**

WHEREAS, the New York State Dept. of Health has awarded the Cortland County Health Department \$176,662.14 for the COVID Vaccine Response Grant for the period of 01/01/21-06/30/24, Contract# C36925GG, AND

WHEREAS, these funds will be used to expand COVID-19 vaccine administration hours of operation, increase COVID-19 vaccine administration equity, and promote and increase the uptake of COVID-19 vaccine and other vaccines, and administer COVID-19 booster doses, AND

WHEREAS, Cortland County Health Department will contract with Cortland Area Communities that Care to assist in the deliverables of this grant, AND

WHEREAS, the 2021 Budget will need to be amended as follows:

| Increase Revenue:      |                    | Current | Increase           | Balance            |
|------------------------|--------------------|---------|--------------------|--------------------|
| A40115.43450.C19VR     | C19 Vaxx Response  | \$0     | \$176,662.14       | \$176,662.14       |
| Increase Expenditures: |                    |         |                    |                    |
| A40115.51005.C19VR     | C19VR Personal Svc | \$0     | \$86,702.20        | \$86,702.20        |
| A40115.52015.C19VR     | HD Equipment       | \$0     | \$10,000           | \$10,000           |
| A40115.54048.C19VR     | Prog Supplies      | \$0     | \$500              | \$500              |
| A40115.54060.C19VR     | Advertising        | \$0     | \$15,000           | \$15,000           |
| A40115.54815.C19VR     | Contracted Agency  | \$0     | \$9,160            | \$9,160            |
| A40115.58020.C19VR     | Retirement         | \$0     | \$12,138           | \$12,138           |
| A40115.58030.C19VR     | FICA               | \$0     | \$6,633            | \$6,633            |
| A40115.58040.C19VR     | Workers Comp       | \$0     | \$2,200            | \$2,200            |
| A40115.58060.C19VR     | Health Ins         | \$0     | <u>\$34,328.94</u> | <u>\$34,328.94</u> |
|                        |                    |         | \$176,662.14       | \$176,662.14       |

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and Public Health Director, upon review and approval by the County Attorney or designee, and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with New York State Department of Health to accept these funds, AND BE IT FURTHER

RESOLVED, that the Legislature authorizes the County Administrator and Public Health Director upon review and approval of the County Attorney or designee, to execute all required contracts and agreements to assist in the delivery of this grant, AND BE IT FURTHER

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

AGENDA ITEM NO. 12 – Accept Funds Health Research, Inc. - Health Department

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

ON MOTION OF BISCHOFF

RESOLUTION NO. 342-21

#### Accept Funds Health Research, Inc. - Health Department

WHEREAS, Resolution No. 248-21 gave the Cortland County Health Department permission to enter into a grant contract with Health Research, Inc. for funding the Public Health Emergency Preparedness Program, Contract No. 1596-15, CFDA #96.069, in the amount of \$50,099 for the period of 7/1/21-6/30/22, AND

WHEREAS, additional funds of \$2,000 have been awarded to the Cortland County Health Department through this grant, AND

WHEREAS, funds in the 2022 County Budget will need to be amended as follows:

| Increase:          |                  | Current  | Increase       | Balance  |
|--------------------|------------------|----------|----------------|----------|
| A40105.44401.21BTE | 2122 BTE Grant   | \$50,099 | \$2,000        | \$52,099 |
| A40105.54048.21BTE | Program Supplies | \$0      | <u>\$2,000</u> | \$2,000  |
|                    |                  |          | \$0            |          |

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and Public Health Director, upon review and approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, is hereby authorized and directed to sign an agreement with Health Research, Inc. to accept these additional funds, AND BE IT FURTHER

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

AGENDA ITEM NO. 13 – Reappoint Member Cortland County Board of Health - Health Department

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

ON MOTION OF BISCHOFF

RESOLUTION NO. 343-21

**Reappoint Member Cortland County Board of Health - Health Department**

WHEREAS, New York State regulation requires that the County Legislature appoint at-large representative members to the Board of Health, AND

WHEREAS, the term of Mary Wright will expire on the Cortland County Board of Health on December 31, 2021, NOW THEREFORE BE IT

RESOLVED, that Mary Wright, R.N., c/o Regional Medical Practice, 135 North Main Street., Cortland, NY 13045, be and hereby is reappointed to the Cortland County Board of Health for a six (6) year term beginning on January 1, 2022 and ending on December 31, 2027.

AGENDA ITEM NO. 14 – Create Position/Appropriate Funds Safe Harbour Coordinator - Department of Social Services (Child Advocacy Center Division)

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

ON MOTION OF BISCHOFF

RESOLUTION NO. 344-21

**Create Position/Appropriate Funds Safe Harbour Coordinator - Department of Social Services (Child Advocacy Center Division)**

WHEREAS, Cortland County has been provided an allocation of \$43,350 for the development and implementation of Safe Harbour programming for the calendar year 2022, AND

WHEREAS, New York State Office of Children and Family Services requires this money go through the Department of Social Services for planning and claiming purposes to support Cortland County in developing a system response to commercially sexually exploited children and trafficked at-risk youth, AND

WHEREAS, the Cortland County Child Advocacy Center ("CAC") is an entity aligned with and able to implement a Safe Harbour Program, AND

WHEREAS, the Department of Social Services-CAC Division needs to create one (1) part-time Safe Harbour Coordinator position, AND

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

RESOLVED, that one (1) position of Safe Harbour Coordinator (CSEA, Grade 13, \$20.2732-25.5331/HR (2022 Rate), competitive class, part-time 17 hours per week, (no benefits) in the Department of Social Services-CAC Division be created effective January 1, 2022 at 12:01 A.M., with approval to fill, AND BE IT FURTHER

RESOLVED, that this position is dependent on the related grant and will be abolished with the termination of grant funding, AND BE IT FURTHER

RESOLVED, that funds be appropriated in the 2022 County Budget as follows:

|                         |                      |                    |
|-------------------------|----------------------|--------------------|
| A40505.51010 SF         | Personnel            | \$17,921.51        |
| A40505.54000 SF         | I/D Phones           | \$132.00           |
| A40505.54001 SF         | Copies               | \$1,000.00         |
| A40505.54035 SF         | Training & Staff Dev | \$800.00           |
| A40505.54055 SF         | Contract-Campaign    | \$11,000.00        |
| A40505.54800 SF         | Program Supplies     | \$7,621.48         |
| A40505.58020 SF         | Retirement           | \$2,509.00         |
| A40505.58030 SF         | FICA                 | \$1,371.01         |
| A40505.58040 SF         | Worker's Comp        | \$995.00           |
| <b>TOTAL Expense</b>    |                      | <b>\$43,350.00</b> |
| A40505.43489 SF Revenue |                      | <b>\$43,350.00</b> |

AGENDA ITEM NO. 15 – Authorize Agreement/Accept Funds Healthy Neighborhoods Grant - Health Department/ Health Education

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

ON MOTION OF BISCHOFF

RESOLUTION NO. 345-21

**Authorize Agreement/Accept Funds Healthy Neighborhoods Grant - Health Department/ Health Education**

WHEREAS, Resolution Nos. 154-14 and 185-20 gave the Cortland County Health Department

permission to enter into an agreement with the New York State Dept. of Health for funding of the Healthy Neighborhoods Program, Contract No. C-029590, for the contract period of 4/1/14-3/31/21, AND

WHEREAS, the New York State Department of Health has extended the contract to 3/31/22, AND

WHEREAS, for the grant year 4/1/21-3/31/22, the New York State Department of Health has awarded Cortland County Health Department \$116,545, AND

WHEREAS these funds will be used for implementation of specific activities related to reducing the burden of housing related illness and injury, AND

WHEREAS, the 2021 Budget will need to be amended as follows:

| Increase Revenue     |              | <u>Current</u> | <u>Increase</u> | <u>Balance</u> |
|----------------------|--------------|----------------|-----------------|----------------|
| A40105.43450.22HNP   | 2122HNP      | \$0            | \$116,545       | \$116,545      |
| Increase Expenditure |              |                |                 |                |
| A40105.51005.22HNP   | Personal Svc | \$0            | \$55,406        | \$55,406       |
| A40105.54000.22HNP   | Phone        | \$0            | \$132           | \$132          |
| A40105.54005.22HNP   | Ofc Supp     | \$0            | \$602           | \$602          |
| A40105.54020.22HNP   | Postage      | \$0            | \$180           | \$180          |
| A40105.54045.22HNP   | Travel       | \$0            | \$800           | \$800          |
| A40105.54048.22HNP   | Prog Supp    | \$0            | \$23,915        | \$23,915       |
| A40105.54078.22HNP   | Fuel         | \$0            | \$50            | \$50           |
| A40105.54213.22HNP   | Copy/Print   | \$0            | \$350           | \$350          |
| A40105.58020.22HNP   | Retirement   | \$0            | \$7,757         | \$7,757        |
| A40105.58030.22HNP   | FICA         | \$0            | \$4,239         | \$4,239        |
| A40105.58040.22HNP   | Workers Comp | \$0            | \$2,000         | \$2,000        |
| A40105.58060.22HNP   | Health Ins   | \$0            | <u>\$21,114</u> | \$21,114       |
|                      |              |                | \$116,545       | 116,545        |

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and Public Health Director, upon review and approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, is hereby authorized and directed to sign an agreement with New York State Department of Health to accept these funds, AND BE IT FURTHER

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

## Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 16 – Resolution Submitting the Little York Lake Special Taxing District to a Referendum

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

**Resolution Submitting the Little York Lake Special Taxing District to a Referendum**

WHEREAS, the Cortland County Legislature has created the "Little York Lake Protection and Rehabilitation District", hereinafter referred to as "District," pursuant to Resolution No. 298-21, AND

WHEREAS, the Cortland County Legislature finds that all of the property and property owners benefited are included within the limits of the proposed Special Taxing District, AND

WHEREAS, the Cortland County Legislature finds that it is in the public's interest to establish this Special Taxing District, AND

WHEREAS, creation of the Special Taxing District will not result in any adverse environmental impacts and, therefore, a negative declaration under the New York State Environmental Quality Review Act is appropriate, AND

WHEREAS, the creation of the District is subject to a permissive referendum in accordance with County Law § 101 and § 257, AND

WHEREAS, County Law section 101.4 authorizes the legislature to submit the matter directly to the qualified voters and thereby avoid the need for obtaining petitions, AND

WHEREAS, the Legislature wishes to avoid the necessity of obtaining and reviewing petitions, and wishes to send the matter directly to the qualified voters of the District, NOW THEREFORE BE IT

RESOLVED, that the creation of the Special Taxing District known as the "Little York Lake Protection and Rehabilitation District" be and hereby is submitted directly to the qualified voters, in accordance with County Law § 101.4, AND BE IT FURTHER

RESOLVED, that a special election be held by the Board of Elections no sooner than January 17, 2022, in the manner provided by the Election Law, AND BE IT FURTHER

RESOLVED, that the question to be put to the qualified voters is:

"Do you approve of the creation of the Little York Lake Protection and Rehabilitation District?"

AGENDA ITEM NO. 17 – Authorize Agreement Bus Shelter Christopher Communities - Planning Department

|                  |                                                                                                                                        |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                                                                                             |
| <b>MOVER:</b>    | Kevin Fitch, Legislator                                                                                                                |
| <b>SECONDER:</b> | Mitchel Eccleston, Legislator                                                                                                          |
| <b>AYES:</b>     | Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                                                            |

**Authorize Agreement Bus Shelter Christopher Communities - Planning Department**

WHEREAS, Christopher Communities is requesting a bus shelter to be installed at one of their facilities in Cortland County, AND

WHEREAS, monies awarded from the Federal 5311 Capital Grant will be used for the purchase

of the bus shelter and are in the 2021 budget line A56305.52015, AND

WHEREAS, the Cortland County Planning Department has solicited and received three written quotes as follows:

| Company                    | Address                                           | Quote    |
|----------------------------|---------------------------------------------------|----------|
| Handi-Hut                  | 3 Grunwald St, Clifton, NJ 07013                  | \$7,330  |
| Brasco International, Inc. | 32400 Industrial Drive, Madison Heights, MI 48071 | \$7,975  |
| Columbia Equipment Co.     | 72 Albany Avenue, Freeport, NY 11520              | \$8,386. |

, AND

WHEREAS, the lowest overall responsible quote for a bus shelter was from Handi-Hut, 3 Grunwald St., Clifton, NJ 07013, AND

WHEREAS, Cortland County will be reimbursed up to \$9,999 for the purchase of this bus shelter, AND

WHEREAS, Christopher Communities has agreed to assume responsibility for the maintenance and liability of the bus shelter, including the clearing of snow, providing clear walkways for passengers and keeping it free of trash and graffiti, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval as to form by the County Attorney or designee, is hereby authorized to sign an agreement with Handi-Hut, 3 Grunwald St, Clifton, NJ 07013 for a bus shelter in the amount of \$7,330.

AGENDA ITEM NO. 18 – Authorize Application for Accelerated Transit Capital (ATC) Program Grant Funding 2021-2022

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

**ON MOTION OF FITCH**

**RESOLUTION NO. 348-21**

**Authorize Application for Accelerated Transit Capital (ATC) Program Grant Funding 2021-2022**

WHEREAS, the New York State budget includes \$20 million for the Accelerated Transit Capital (ATC) Program which provides \$20 million in 100 percent reimbursed State capital funding for upstate public transportation to rehabilitate, restore and modernize public transit assets, AND

WHEREAS, the ATC funds may be used with a FTA eligible capital project that has a 10 year useful life span which includes vehicle rehabilitation and/or replacement, fleet enhancement, deployment of new technologies, passenger amenities and maintenance facilities but excludes transit studies, preventive maintenance or capital administration expenses, AND

WHEREAS, the amount of the ATC funding available to Cortland County for SFY 2021-2022 is \$52,056, which is apportioned based on the share of Statewide Transportation Operating Assistance (STOA) program funds received in the prior State fiscal year, AND

WHEREAS, there is no required local match and therefore no cost to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney, is hereby authorized to act on behalf of the County of Cortland to sign the SFY 2021-2022 ATC Program Grant application, AND BE IT FURTHER

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee is authorized to act on behalf of the County of Cortland to sign the following:

- 1) Any and all agreements between the County of Cortland and any third party subcontractors necessary to complete the above named project; and
- 2) Any and all municipality/vendor contracts pursuant to the application and agreement which are necessary to complete the above named project.

AGENDA ITEM NO. 19 – Authorize Cortland County to Provide Administrative Services - Community Development Block Grant Application: CARES Act Funding for the S.E.P.P. Group

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

**ON MOTION OF FITCH**

**RESOLUTION NO. 349-21**

**Authorize Cortland County to Provide Administrative Services - Community Development Block Grant Application: CARES Act Funding for the S.E.P.P. Group**

WHEREAS, there is grant funding available through the New York State Office of Community Renewal through its Community Development Block Grant Program (CDBG) CARES Act, AND

WHEREAS, in order to be eligible for these funds municipalities must be the recipient of the funding, AND

WHEREAS, The S.E.P.P. Group is applying for funding for a housing expansion project, NOW THEREFORE BE IT

RESOLVED, that Cortland County will administer and be the recipient of the CDBG CARES ACT funding with a 5% administration fee of the total project, AND BE IT FURTHER

RESOLVED, that The S.E.P.P Group will be the sub-recipient of the CDBG CARES ACT funding and will submit all necessary documentation to the County prior to receiving any funding, AND BE IT FURTHER

RESOLVED, the Cortland County Legislature hereby authorizes the filing of a CDBG CARES Act grant application, AND BE IT FURTHER

RESOLVED, that all costs of this project will be paid by The S.E.P.P. Group and there will be no cost to the County, AND BE IT FURTHER

RESOLVED, the Legislature hereby directs the Clerk of the Legislature or designee to schedule the requisite public hearings as required for this grant application, AND BE IT FURTHER

RESOLVED, that the Legislature hereby authorizes the County Administrator and the Chair of

the Legislature, subject to review by the County Attorney or designee to sign agreements pertaining to the receipt of the Community Development Block Grant Program (CDBG) CARES Act for The S.E.P.P. Group.

**AGENDA ITEM NO. 20 – Amend 2022 Budget to Add Additional Funding to the Soil and Water Conservation District**

|                  |                                                                                                     |
|------------------|-----------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [12 TO 3]</b>                                                                            |
| <b>MOVER:</b>    | Kevin Fitch, Legislator                                                                             |
| <b>SECONDER:</b> | Mitchel Eccleston, Legislator                                                                       |
| <b>AYES:</b>     | Bentley, Bischoff, Wilson, Stock, Fitch, Jones, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>NAYS:</b>     | Ronald J. Van Dee, Ann Homer, Kelly L. Fairchild-Preston                                            |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                         |

**ON MOTION OF FITCH**

**RESOLUTION NO. 350-21**

**Amend 2022 Budget to Add Additional Funding to the Soil and Water Conservation District**

WHEREAS, the County Administrator (Budget Officer) presented the 2022 Tentative County Budget to the Cortland County Legislature on October 12, 2021, AND

WHEREAS, the Cortland County Legislature adopted the 2022 budget on November 18, 2021, AND

WHEREAS, the Legislature's Agricultural, Planning, and Environment Committee has recommended that the allocation for the Soil & Water Conservation District (SWCD) be increased by \$15,000 in the 2022 budget, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the 2022 County Budget as follows:

|             |              |             |
|-------------|--------------|-------------|
| DECREASE:   |              |             |
| Contingency | A19905.54775 | \$15,000.00 |
| INCREASE:   |              |             |
| SWCD        | A87105.54815 | \$15,000.00 |

**AGENDA ITEM NO. 21 – Authorize 2022 Agreement with Cortland County Soil & Water District**

|                  |                                                                                                     |
|------------------|-----------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [12 TO 3]</b>                                                                            |
| <b>MOVER:</b>    | Kevin Fitch, Legislator                                                                             |
| <b>SECONDER:</b> | Mitchel Eccleston, Legislator                                                                       |
| <b>AYES:</b>     | Bentley, Bischoff, Wilson, Stock, Fitch, Jones, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>NAYS:</b>     | Ronald J. Van Dee, Ann Homer, Kelly L. Fairchild-Preston                                            |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                         |

**ON MOTION OF FITCH**

**RESOLUTION NO. 351-21**

**Authorize 2022 Agreement with Cortland County Soil & Water District**

WHEREAS, the 2022 Adopted Budget was amended to appropriate the sum of \$180,000 to be paid to Cortland County Soil and Water Conservation District for the expense of maintaining said district and assisting the District in carrying out the provisions of the Soil Conservations Districts Law, AND

WHEREAS, at any time during 2022, the Chair of the Legislature may request the Directors of Cortland County Soil and Water Conservation District to submit a report in writing of a detailed statement of its work and transactions for the preceding year and for any other period of time requested, AND

WHEREAS, the Cortland County Legislature adopted the 2022 County budget which included appropriated funds for use by the Cortland County Soil and Water Conservation District (SWCD), NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to enter into a contract between the County of Cortland and the Cortland County Soil and Water Conservation District, AND BE IT FURTHER

RESOLVED, that the payment for said contract be made in quarterly payments in the amount of \$45,000, due within 15 days of approval of this resolution and on or before 4/1/22, 7/1/22 and 10/1/22 payable to Cortland County Soil and Water Conservation District to be used for the maintenance of said conservation district in carrying out the provisions of the Soil Conservation District Law.

**AGENDA ITEM NO. 22 – Appoint Members - Agricultural and Farmland Protection Board**

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

**ON MOTION OF FITCH**

**RESOLUTION NO. 352-21**

**Appoint Members - Agricultural and Farmland Protection Board**

WHEREAS, Resolution No. 182-93 created the Cortland County Agricultural and Farmland Protection Board, AND

WHEREAS, the Agricultural and Markets Law Section 302 (b) designates appointments are to be made by the Chair of the Legislature, AND

RESOLVED, that the following be and hereby is appointed to the Cortland County Agricultural and Farmland Protection Board for the terms indicated below:

| <b>Name</b>   | <b>Address/Designation</b>             | <b>Capacity</b>                             | <b>Term to Expire</b> |
|---------------|----------------------------------------|---------------------------------------------|-----------------------|
| Gerald Craig  | 4199 NYS Route 41 McGraw, NY 13101     | Farmer                                      | 12/31/2025            |
| Erin Madden   | 1 North Main Street Cortland, NY 13045 | Rep. of Agri & Preserv./Farm Service Agency | 12/31/2025            |
| Rick Villnave | 5887 Route 281 Homer, NY 13077         | Farmer                                      | 12/31/2025            |

**AGENDA ITEM NO. 23 – Authorize 2022 Agreement with Cortland County SPCA for Animal Control and Animal Cruelty Investigation Services**

|                  |                                                                                                                                        |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                                                                                             |
| <b>MOVER:</b>    | Kevin Fitch, Legislator                                                                                                                |
| <b>SECONDER:</b> | Mitchel Eccleston, Legislator                                                                                                          |
| <b>AYES:</b>     | Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                                                            |

## ON MOTION OF FITCH

## RESOLUTION NO. 353-21

### **Authorize 2022 Agreement with Cortland County SPCA for Animal Control and Animal Cruelty Investigation Services**

WHEREAS, the Cortland County Legislature adopted the 2022 County budget which included appropriated funds for use by the Cortland County Society for the Prevention of Cruelty to Animals (SPCA), NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to enter into a contract between the County of Cortland and the Cortland County Society for the Prevention of Cruelty to Animals, whereby in consideration of the sum of \$45,000.36 paid by the County in quarterly payments on the dates before or on 3/31/22, 6/30/22, 9/30/22 and 12/31/22, the SPCA will provide during normal business hours, Monday through Friday, answering service to receive complaints regarding cruelty to animals, investigate all cases involving cruelty to animals and cooperate with appropriate law enforcement agencies in the prevention and prosecution of such cases, AND BE IT FURTHER

RESOLVED, that the County Treasurer is hereby authorized and directed to pay said Society the sum of \$45,000.36 from Account Number A35105.54815 in accordance with the terms of said contract.

## **Referred from Judiciary & Public Safety Committee**

AGENDA ITEM NO. 24 – Local Law "H" of 2021 - a Local Law to Proscribe as Unlawful the Sale and Possession Within the County of Cortland, New York, of Intoxicating Chemical Compounds or Dangerous Substances, that Are Mislabeled or Unlabeled, Whose Intended Purpose is to be Ingested, Inhaled or Injected, to Mimic the Effects of Controlled Substances or Marihuana and that Have No Other Legitimate Therapeutic Use or Purpose; "County of Cortland Synthetic Intoxicants and Dangerous Substances Law"

|                |                                     |
|----------------|-------------------------------------|
| <b>RESULT:</b> | <b>REFER TO COMMITTEE - NO VOTE</b> |
|----------------|-------------------------------------|

|                                |
|--------------------------------|
| <b>Next: 1/13/2022 9:00 AM</b> |
|--------------------------------|

## ON MOTION OF PRICE

## RESOLUTION NO.

**Local Law "H" of 2021 - a Local Law to Proscribe as Unlawful the Sale and Possession Within the County of Cortland, New York, of Intoxicating Chemical Compounds or Dangerous Substances, that Are Mislabeled or Unlabeled, Whose Intended Purpose is to be Ingested, Inhaled or Injected, to Mimic the Effects of Controlled Substances or Marihuana and that Have No Other Legitimate Therapeutic Use or Purpose; "County of Cortland Synthetic Intoxicants and Dangerous Substances Law"**

### **SECTION I: LEGISLATIVE INTENT**

#### **A. Findings**

The County Legislature of the County of Cortland, New York, finds that the potential or

actual harm to residents from certain intoxicating chemical compounds or dangerous substances to be such that these chemical compounds or dangerous substances should be proscribed as unlawful.

**B. Statement of Purpose**

1. It is the purpose of this local law to promote public health, safety, and general welfare, and to minimize public and private injury to the citizens for the County of Cortland due to the permissive availability of certain intoxicating chemical compounds or dangerous substances; thus, requiring the prohibition of such chemical compounds or dangerous substances;
2. to protect human life and health; and,
3. to aid in the interdiction of such chemical compounds or dangerous substances along with other narcotics and illicit intoxicants, and to aid in the prosecution of such related offenses.

**SECTION II: AUTHORITY**

Municipal Home Rule Law, §§ 10 (2), (4) (b), and (4) (c); and Op Atty Gen 85-23,

**SECTION III: LAW**

- A. It shall be unlawful for any person, including a corporation or other entity, to manufacture, distribute, use, possess, purchase, attempt to purchase, sell, publicly display for sale, attempt to sell, give, trade, or barter any one or more of the following chemical compounds or substances, to include its salts, isomers, homologues, and salts of their isomers and homologues:

It shall be unlawful for any person to sell, possess, or use mislabeled or unlabeled dangerous substances whose intended purpose is to be ingested so as to mimic the effects of controlled substances and/or marijuana and that have no other legitimate, medical, or therapeutic purpose.

- (1) Salvia divinorum or salvinorum A; all parts of the plant presently classified botanically as salvia divinorum, whether growing or not, the seeds thereof, any extract from any part of such plant, and every compound, manufacture, salts derivative, mixture or preparation of such plant, its seeds or extracts,
- (2) (6aR, 10aR)-9-(hydroxymethyl)-6, 6dimethyl-3(2-methyloctan-2-yl)-6a, 7, 10, 10a-tetrahydrobenzo[c]chromen-1-ol, some trade or other name: HU- 210,
- (3) Naphthalen-1-yl-(1-pentylindol-3-yl) methanone (also known as 1 Pentyl- 3-(1-naphthoyl) indole, some trade or other name: JWH-018,
- (4) Naphthalen-1-yl-(1-butyldiol-3-yl) methanone (also known as 1-Butyl-3- (1-naphthoyl) indole, some trade or other name: JWH-073,
- (5) 2-[(1R,3S)-3-hydroxycyclohexyl]-5-(2-methyloctan-2-yl) phenol, some trade or other name: CP 47,497 and its C6, C7, C8, and C9 homologues,
- (6) 1-(3-[trifluoromethylphenyl]) piperazine, some trade or other name: TFMPP,

- (7) (R)-(+)-[2,3-Dihydro-5-methyl-3-(4-morpholinylmethyl)pyrrolo[1,2,3- de]-1,4-benzoxazin-6-yl]-1-naphthalenylmethanone, some trade or other name: WIN 55,2-212,
- (8) 2-[(1R,2R,5R)-5-hydroxy-2-(3-hydroxypropyl) cyclohexyl]-5-(2-methyloctan-2-yl) phenol, some trade or other name: CP 55,940,
- (9) 6,6,9-trimethyl-3-(3-methyloctan-2-yl)-7,8,9,10-tetrahydrobenzo [c]chromen-1-ol, some trade or other name: Dimethylheptylpyran 1, 2- dimethylheptyl-[Δ]3THC, or DMHP, or A-40824, or EA-1476,
- (10) [(6S,6aR,9R,10aR)- 9-hydroxy- 6-methyl- 3-[(2R)-5-phenylpentan- 2- yl]oxy-5,6,6a,7,8,9,10,10a-octahydrophenanthridin- 1-yl] acetate, some trade or other name: Levonantradol, or CP 50,556-1,
- (11) -1-(4-methylphenyl)-2-methylaminopropan-1-one, some trade or other name: Mephedrone, 4-methylmethcathinone, 4-MMC or 4- methylephedrone,
- (12) any similar structural analogs that are intended to mimic the effects of intoxicating controlled substance.

**B. Exceptions:**

1. It is not an offense under subsection “A” of this section if the person was acting at the direction of an authorized agent of the County of Cortland to enforce or ensure compliance with this law prohibiting the sale or possession of the aforementioned chemical compounds or dangerous substances.
2. This section does not apply to any person who commits any act described in this section pursuant to the lawful direction or prescription of a licensed physician, dentist, or pharmacist authorized to direct or prescribe such act.
3. This section likewise does not apply to the inhalation of anesthesia for medical or dental purposes.

**SECTION IV: PENALTIES**

- A. Confiscation -- if any of the aforementioned intoxicating chemical compounds or dangerous substances are found in the possession of any person, such may be confiscated and destroyed by Law Enforcement Officials.
- B. Any person found to be in violation of this section will be guilty of a Class “B” misdemeanor and subject to a definite term of imprisonment not to exceed three (3) months, or a fine not to exceed five hundred (\$ 500), or both such definite term of imprisonment and fine. Each day during which violation of Section IV, subsection A of this act occurs shall constitute a separate offense.
- C. The County of Cortland shall have the authority to seek an injunction to compel the compliance by any business that fails or refuses to comply with this section.

**SECTION V: CONSTRUCTION AND CONFLICT WITH OTHER LAWS**

- A. This Local Law augments New York Penal Law, Articles 220 and 222 *et seq.*, and

- B. In its interpretation and application, the provisions of this local law shall be held to be minimum requirements, adopted for the promotion of the public health, safety, and welfare. Whenever the requirements of this local law are at variance with the requirements of any other lawfully adopted rules, regulations, or ordinances, the most restrictive, or that imposing the higher standard, shall govern.

#### **SECTION VI: SEVERABILITY**

If any provision of this law is held invalid, such invalidity shall not affect the remaining provisions of this section, which shall remain effective less the invalid provision, and to this end, the provisions of this section are declared to be severable.

#### **SECTION VII: EFFECTIVE DATE**

This Local Law shall take effect upon filing in the Office of the New York State Secretary of State as provided by Municipal Home Rule Law, § 27.

AGENDA ITEM NO. 25 – Resolution to Oppose Governor Hochul’s Closure Plan on Public Safety and Economic Grounds

|                  |                                                                                                                                        |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                                                                                             |
| <b>MOVER:</b>    | Sandra Price, Legislator                                                                                                               |
| <b>SECONDER:</b> | Kevin Fitch, Legislator                                                                                                                |
| <b>AYES:</b>     | Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                                                            |

#### **ON MOTION OF PRICE**

#### **RESOLUTION NO. 354-21**

#### **Resolution to Oppose Governor Hochul’s Closure Plan on Public Safety and Economic Grounds**

WHEREAS, Gov. Kathy Hochul has announced that six prisons across the state will close by March of next year, consisting of: Willard Drug Treatment Campus; Ogdensburg Correctional Facility; Moriah Shock Incarceration Correctional Facility; Southport Correctional Facility; Downstate Correctional Facility and Rochester Correctional Facility, AND

WHEREAS, the Governor’s announcement was made with no advance warning wherein local officials at the state and county levels only learned of these closures from media reports, AND

WHEREAS, no local input or outreach to corrections unions or local officials was made prior to the announcement, AND

WHEREAS, this announcement appears to disregard a 2005 state law that requires 12-months’ notice for a prison closure, as well as an opportunity for local discussion and input into options and alternatives, AND

WHEREAS, the closing of these facilities will negatively affect over hundreds of correctional officers and their families, who are projected to be displaced, in addition to the negative economic and social impacts these closures will have on local communities, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby opposes the Governor's plan to close these six corrections facilities, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature stands with the New York State Corrections Officers, as well as with corrections support staff and their families, whose lives will be devastated by this decision, and other area residents along Seneca Lake and otherwise, and calls for this decision to be reconsidered and reversed immediately, AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature immediately transmit a true copy of this resolution to Governor Kathy Hochul, Acting Commissioner of the Department of Corrections and Community Supervisor Anthony J. Annucci, New York State Senate Majority Leader Andrea Stewart- Cousins, New York State Assembly Speaker Carl E. Heastie, New York State Senator Peter Oberacker, New York State Assembly Members Anna Kelles and John Lemondes, New York State Association of Counties, and such other persons deemed necessary and appropriate.

AGENDA ITEM NO. 26 – Appoint/Reappoint Members of the Cortland County Fire Advisory Board

|                  |                                                                                                                                        |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                                                                                             |
| <b>MOVER:</b>    | Sandra Price, Legislator                                                                                                               |
| <b>SECONDER:</b> | Mitchel Eccleston, Legislator                                                                                                          |
| <b>AYES:</b>     | Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                                                            |

ON MOTION OF PRICE

RESOLUTION NO. 355-21

**Appoint/Reappoint Members of the Cortland County Fire Advisory Board**

WHEREAS, pursuant to a resolution dated December 18, 1950, which established the Cortland County Fire Advisory Board under the provisions of Article 10, Section 209-K of the General Municipal Law for the purpose, among other things, to develop and maintain programs for fire training and mutual aid in case of fire and other public emergencies in which the fire service would be used, AND

WHEREAS, Article 3, Section 4 of the Cortland County Fire Advisory Board By-Laws state that the term of each member be one year, NOW THEREFORE BE IT

RESOLVED, that the following persons be and hereby are appointed to the Cortland County Fire Advisory Board, to serve without compensation for a term beginning January 1, 2022 and expiring December 31, 2022:

Shawn Scoville, Cincinnatus FD, 5756 Telephone Rd. Cincinnatus, NY 13040  
Richard Allen Sr., Cortland FD, 35 Garfield Street, Cortland, NY 13045  
Derek Reynolds, Cortland FD, 87 Greenbush Street, Cortland, NY 13045  
Wayne Friedman, Cortland FD, 2151 Ames Road, Cortland, NY 13045  
Michael Biviano, Cortlandville FD, 4361 Meadow Lane, Cortland, NY 13045  
Kevin Whitney, Cortlandville FD, 3689 Delaware Avenue, Cortland, NY 13045  
Adam Daley, Cuyler FD, 6553 W. Keeney Road, Truxton, NY 13158  
Justin Scott, Harford FD, 769 Rte. 221, Harford, NY 13784  
Mahlon Irish, Jr., Homer FD, 32 Center Street, Homer, NY 13077  
Michael Niehus, Homer FD, 2 Brentwood Drive, Homer, NY 13077  
John Ryan Jr., Homer FD, 5449 Mead Road, Homer, NY 13077  
Larri Leet, Marathon FD, 1171 Salt Road, Marathon, NY 13803  
Norm Forrest, Marathon FD, 544 Jennings Creek Road, Marathon, NY 13803

Thomas Heller, McGraw FD, 28 W Center Street, McGraw, NY 13101  
 Andrew Harvey, McGraw FD, 3783 Clinton Street Extension. McGraw, NY 13101  
 Jeff Griswold, Preble FD, 6903 Route 281, Preble, NY 13141  
 Bruce Potter, Truxton FD, 5775 Chenango Road, Truxton, NY 13158  
 Timothy McCall, Truxton FD, 3699 State Route 13 P.O. Box 13 Truxton, NY 13158  
 Adam Brown, Virgil FD, 1291 Route 392, Cortland, NY 13045  
 Jereme Stiles, Virgil FD, 1336 Route 392, Cortland, NY 13045  
 Ryan McGowan., Willet FD, 649 Route 14, Willet, NY 13863

, AND BE IT FURTHER

RESOLVED, that Chairman of the 2022 Legislature will appoint a Legislative Representative who shall be a non-voting representative and legislative liaison that shall periodically report activities of the Fire Advisory Board to the Judiciary and Public Safety Committee.

AGENDA ITEM NO. 27 – Appoint Members - Traffic Safety Board

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

ON MOTION OF PRICE

RESOLUTION NO. 356-21

**Appoint Members - Traffic Safety Board**

WHEREAS, pursuant to Article 43 §1672 of Vehicle and Traffic Safety Laws, Local Law No. 4 for the Year 1971 of the Cortland County Legislature established a Cortland County Traffic Safety Board, AND

WHEREAS, Local Law No. 3 for the Year 1978 amended Local Law No. 4 for the Year 1971 and established the membership of the Board is appointed by the Cortland County Legislature, NOW THEREFORE BE IT

RESOLVED, that the following members be and hereby are appointed to serve the terms as listed below:

| Name           | Organization                            | Address                                   | Term Expiration |
|----------------|-----------------------------------------|-------------------------------------------|-----------------|
| Mark Helms     | Cortland County Sheriff                 | 54 Greenbush Street<br>Cortland, NY 13045 | 12/31/24        |
| David Guerrera | Cortland City Police Department         | 25 Court Street Cortland,<br>NY 13045     | 12/31/23        |
| Eric Mulvihill | Community Member                        | 9 South William Street<br>Homer, NY 13077 | 12/31/23        |
| Robert Pitman  | Village of Homer<br>Police Chief        | 43½ James Street Homer,<br>NY 13077       | 12/31/24        |
| John Gallagher | Cortland County<br>Sheriff's Department | 54 Greenbush Street<br>Cortland, NY 13045 | 12/31/23        |
| Melissa Potter | Community Member                        | 60 Central Avenue<br>Cortland, NY 13045   | 12/31/24        |
| Cheyenne Cute  | Cortland City Police                    | 25 Court Street Cortland,                 | 12/31/24        |

|  |            |          |  |
|--|------------|----------|--|
|  | Department | NY 13045 |  |
|--|------------|----------|--|

AGENDA ITEM NO. 28 – Amend 2021 Budget for Contracted Medical Services - County Coroner

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

**ON MOTION OF PRICE**

**RESOLUTION NO. 357-21**

**Amend 2021 Budget for Contracted Medical Services - County Coroner**

WHEREAS, the Coroner's office has nearly exceeded budgeted funds in the 2021 budget due to additional professional service and transportation costs associated with the removal and autopsy of decedent's, NOW THEREFORE BE IT

RESOLVED, that the 2021 County Budget be amended as follows:

Increase:

|              |                         |             |
|--------------|-------------------------|-------------|
| A11855.54615 | Contracted Medical Svcs | \$35,000.00 |
|--------------|-------------------------|-------------|

Decrease:

|         |                           |             |
|---------|---------------------------|-------------|
| A359900 | Appropriated Fund Balance | \$35,000.00 |
|---------|---------------------------|-------------|

AGENDA ITEM NO. 29 – Authorize Appointment of Coroner's Physician - County Coroner

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

**ON MOTION OF PRICE**

**RESOLUTION NO. 358-21**

**Authorize Appointment of Coroner's Physician - County Coroner**

WHEREAS, Section 400 of the New York State County law requires that a County in which any Coroner is not a physician appoint a Coroner's Physician, AND

WHEREAS, EMP Physicians of Cortland, 134 Homer Avenue, Cortland, NY 13045 has agreed to serve in that role for Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby appoints EMP Physicians of Cortland, 134 Homer Avenue, Cortland, NY as Coroner's Physician for a term beginning January 1, 2022 and expiring December 31, 2023, AND BE IT FURTHER

RESOLVED, that the Coroner's Physician shall, by virtue of the office, be a Deputy Coroner and shall possess the powers and perform the duties of the Coroner during the absence or inability of the Coroner to act, or in the event of a vacancy in the Office of the Coroner, AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized and directed to enter into

an agreement upon review of the County Attorney or designee; with EMP Physicians of Cortland, 134 Homer Avenue, Cortland, NY 13045, to provide Coroner services for a term beginning January 1, 2022 and expiring December 31, 2023.

## Referred from Government Operations Committee

AGENDA ITEM NO. 30 – Appoint Members - Records Management Advisory Board

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

ON MOTION OF WILSON

RESOLUTION NO. 359-21

### Appoint Members - Records Management Advisory Board

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, 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, 2023:

Paul Heider, Chair of the Legislature  
Sandra Price, Legislator  
Kelly Preston, Legislator  
John Banewicz, County Treasurer  
Fran Casullo, County Attorney  
Elizabeth Larkin, County Clerk/Records Management Officer/Chairperson  
Savannah Hempstead, County Historian  
Rob Corpora, County Administrator  
Jack Hess, Information Technology  
Devon Rainbow, City of Cortland  
Penny Guerra, City of Cortland  
Heather Hill, Town of Homer  
Morgan Larkin, Town of Truxton  
Kristin Rocco-Petrella, Town of Cortlandville  
Tabitha Scoville, Cortland Historical Society  
Anna Wilcox, Town of Willet

AGENDA ITEM NO. 31 – Amend Cortland County Legislature's Rules of Order  
A roll call vote was taken as follows:

|                  | Votes       | AYE | NAY | Total |
|------------------|-------------|-----|-----|-------|
| Bentley (LD1)    | <b>2744</b> | 1   |     | 2744  |
| Bischoff (LD3)   | <b>2743</b> | 1   |     | 2743  |
| Eccleston (LD17) | <b>3379</b> | 1   |     | 3379  |
| Fitch (LD8)      | <b>2990</b> | 1   |     | 2990  |

|                  |             |   |   |       |
|------------------|-------------|---|---|-------|
| Harbin (LD2)     | <b>2747</b> |   | 1 | 0     |
| Heider (16)      | <b>3192</b> | 1 |   | 3192  |
| Homer (LD7)      | <b>2743</b> | 1 |   | 2743  |
| Jones (LD9)      | <b>2989</b> | 1 |   | 2989  |
| Nauseef (LD12)   | <b>2819</b> |   | 1 | 0     |
| Newell (LD11)    | <b>2837</b> | 1 |   | 2837  |
| Preston (LD10)   | <b>2995</b> | 1 |   | 2995  |
| Price (LD14)     | <b>3344</b> | 1 |   | 3344  |
| Stock (LD6)      | <b>2740</b> | 1 |   | 2740  |
| VanDee (LD4)     | <b>2743</b> | 1 |   | 2743  |
| Wagner (LD 15)   | <b>2734</b> | 1 |   | 2734  |
| Waldbauer (LD13) | <b>2853</b> | 1 |   | 2853  |
| Wilson (LD5)     | <b>2744</b> | 1 |   | 2744  |
| Total            | 49336       |   |   | 43770 |

Majority 24669  
2/3rd 32892

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

#### ON MOTION OF WILSON

#### RESOLUTION NO. 360-21

#### Amend Cortland County Legislature's Rules of Order

WHEREAS, the County Legislature adopt Resolution No. 310-21 to revise the Rules of Order on November 18, 2021, AND

WHEREAS, the Government Operations Committee recommends amendments to the Rules of Order to clarify the process for the election of the Chair, NOW THEREFORE BE IT

RESOLVED, that Article II, 2, B, i of the Rules of Order be amended as attached, AND BE IT FURTHER

RESOLVED, that the Rules of Order be and hereby are amended, by two-thirds vote of the Cortland County Legislature effective January 1, 2022.

AGENDA ITEM NO. 32 – Amend Resolution No. 170-06 Creating the Offices of Majority Leader and Minority Leader

Ms. Wilson MADE A MOTION to AMEND the resolution to remove the second WHEREAS clause stating, "WHEREAS, the Cortland County Legislature adopted Local Law 7 of 2019 which modified the Term of Office for Cortland County Legislators from Two Years to Four Years, AND"; Mrs. Price SECONDED THE MOTION; and after a unanimous voice vote of members present, the AMENDMENT was APPROVED.

|                  |                                                                                                                                        |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED AS AMENDED [UNANIMOUS]</b>                                                                                                  |
| <b>MOVER:</b>    | Susan Wilson, Legislator                                                                                                               |
| <b>SECONDER:</b> | Ann Homer, Legislator                                                                                                                  |
| <b>AYES:</b>     | Bentley, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>EXCUSED:</b>  | Beau Harbin, Joseph Nauseef                                                                                                            |

**Amend Resolution No. 170-06 Creating the Offices of Majority Leader and Minority Leader**

WHEREAS, the Cortland County Legislature adopted Resolution No. 170-06 which created the offices of Majority Leader and Minority Leader with two year terms, AND

WHEREAS, there is a need to amend Resolution No. 170-06 to reflect the adoption of Local Law 7 of 2019, NOW THEREFORE BE IT

RESOLVED, that: SECTION 5 of Resolution No. 170-06 is hereby amended as follows:

**SECTION 5. OATH OF OFFICE**

The Majority and Minority Leaders, shall a take an oath of office.

, AND BE IT FURTHER

RESOLVED, that Resolution No. 170-06 be amended to add the following:

**SECTION 7. REMOVAL FROM OFFICE**

The majority and/or minority leaders may be removed from office upon majority vote of the members of the caucus by which they were appointed.

AGENDA ITEM NO. 33 – Amend Resolution 212-20 Standard Workday Reporting for Elected and Appointed Officials

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

**Amend Resolution 212-20 Standard Workday Reporting for Elected and Appointed Officials**

WHEREAS, the New York State Comptroller is authorized by Sections 34 and 334 of the Retirement and Social Security Law to adopt rules and regulations for reporting the service and salary information for all employees of participating employers in the New York State and Local Employees' Retirement System ("Retirement System"), AND

WHEREAS, Cortland County is a participating employer in the Retirement System, AND

WHEREAS, the New York State Comptroller has promulgated Regulation 315.4 which imposes certain reporting requirements for elected and appointed officials of participating employers, and requires the governing board of each participating employer to adopt a resolution establishing a standard work day for each elected or appointed official, AND

WHEREAS, among the requirements for employers are a more detailed description of a Standard Work Day along with a Legislative resolution establishing and reporting such Standard Work Day, public posting of the Resolution, and submission of the Resolution to the New York State Retirement System,

AND

WHEREAS, pursuant to Regulation 315.4, in the event that elected or appointed officials do not participate in an employer's time keeping system, they are required to keep a record of activities (ROA) for a three month period and submit it to the clerk of the governing board within 180 days of taking office, AND

WHEREAS, each of the elected or appointed officials listed in this resolution have kept records of their actual time (ROA) worked in their current position for the required ninety days or taken part in the Cortland County time keeping system, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 212-20 on June 25, 2020, AND

WHEREAS, changes in the calculation of the standard workday have impacted the previously adopted in Resolution No. 212-20, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby establishes the following as Standard Work Days for these elected and appointed officials who are not covered by a collective bargaining agreement, and will report the following days worked to the New York State and Local Employees' Retirement System based on the established time keeping system or the record of activities (ROA) maintained and submitted to the Clerk of the Legislature:

| Name (First and Last) | Social Security Number (Last 4 digits) | NYSLRS ID | Title            | Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy) | Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs | Record of Activities Result* | Not Submitted | Pay Frequency | Tier 1 |
|-----------------------|----------------------------------------|-----------|------------------|----------------------------------------------------|---------------------------------------------------|------------------------------|---------------|---------------|--------|
| Elected Officials:    |                                        |           |                  |                                                    |                                                   |                              |               |               |        |
| Susan Wilson          |                                        |           | Legislator       | 1/1//20-12/31/23                                   | 7                                                 | 3.34<br>3.09/4.63            |               | Biweekly      |        |
| Kevin Fitch           |                                        |           | Legislator       | 1/1//20-12/31/23                                   | 7                                                 | 1.68<br>1.56/2.33            |               | Biweekly      |        |
| John Banewicz         |                                        |           | County Treasurer | 1/1//20-12/31/23                                   | 7                                                 | 17.63<br>16.28/24.42         |               | Biweekly      |        |

I, Savannah M. Hempstead, clerk of the governing board of Cortland County, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 16 day of December, 2021 on file as part of the minutes of such meeting, and that same is true copy thereof and the whole of such original.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of the County of Cortland on this \_\_\_\_ day of \_\_\_, 2021.

**Affidavit of Posting:** I, **Savannah M. Hempstead**, being duly sworn, deposes and says that the posting of the Resolution began on December 17, 2021 and continued for at least 30 days. That the Resolution was available to the public on the:

Employer's website at [www.cortland-co.org](http://www.cortland-co.org)  
Official sign board at 60 Central Avenue, Cortland NY 13045  
Main entrance secretary or clerk's office at 60 Central Avenue, Cortland NY 13045, Room 306

## Referred from Finance & Administration Committee

AGENDA ITEM NO. 34 – Appoint Member - Cortland County Convention and Visitors Bureau Board of Directors

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

ON MOTION OF WAGNER

RESOLUTION NO. 363-21

### Appoint Member - Cortland County Convention and Visitors Bureau Board of Directors

WHEREAS, the Cortland County Convention and Visitors Bureau Board of Directors includes a seat designated for a County Legislator or designee, NOW THEREFORE BE IT

RESOLVED, that Savannah Hempstead, of 5 Cleveland Street, Cortland, New York 13045, be and hereby is appointed to said Board for a term expiring December 31, 2023.

AGENDA ITEM NO. 35 – Levying Water Charges - Town of Virgil - Real Property Tax Services  
Ms. Homer MADE A MOTION to consider agenda items 35-51 as a consent agenda; Ms. Wilson SECONDED the MOTION; and after a unanimous voice vote of members present, it was APPROVED to move agenda item 35-51 as a consent agenda.

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

ON MOTION OF WAGNER

RESOLUTION NO. 364-21

### Levying Water Charges - Town of Virgil - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Virgil, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Virgil:

|                     |                                |          |
|---------------------|--------------------------------|----------|
| 127.00-06-27.000    | Universal Property Rentals LLC | \$126.50 |
| 127.15-01-19.000    | Marc P Stemerman               | \$125.35 |
| 127.15-01-30.000-9  | Karin K Richardson             | \$360.00 |
| 127.15-01-31.000-5  | Margaret D Stamp               | \$198.00 |
| 127.15-01-31.000-24 | James S Sorbella               | \$60.00  |
| 127.15-01-31.000-25 | James Sorbella                 | \$65.14  |
| 127.15-01-31.000-38 | Britney Funccius               | \$126.00 |
| 127.15-01-31.000-42 | Unit 11C LLC                   | \$126.00 |

|                     |                 |                   |
|---------------------|-----------------|-------------------|
| 127.15-01-31.000-56 | Emmanuel Pothos | \$360.00          |
| <b>TOTAL:</b>       |                 | <b>\$1,546.99</b> |

Submitted to Cortland County Real Property Tax Services on 11/15/21 by Alane VanDonsel, Virgil Town Clerk.

**AGENDA ITEM NO. 36 – Levying Sewer Charges - Town of Virgil - Real Property Tax Services**

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 365-21**

**Levying Sewer Charges - Town of Virgil - Real Property Tax Services**

WHEREAS, a statement showing the unpaid sewer charges in the Town of Virgil, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of sewer charges due said Town of Virgil:

|                     |                                |                   |
|---------------------|--------------------------------|-------------------|
| 127.00-06-27.000    | Universal Property Rentals LLC | \$360.00          |
| 127.15-01-19.000    | Marc P Stemerman               | \$240.25          |
| 127.15-01-30.000-9  | Karin K Richardson             | \$690.00          |
| 127.15-01-31.000-5  | Margaret D Stamp               | \$379.50          |
| 127.15-01-31.000-24 | James S Sorbella               | \$214.40          |
| 127.15-01-31.000-25 | James Sorbella                 | \$292.36          |
| 127.15-01-31.000-38 | Britney Funccius               | \$241.50          |
| 127.15-01-31.000-42 | Unit 11C LLC                   | \$241.50          |
| 127.15-01-31.000-56 | Emmanuel Pothos                | \$690.00          |
| <b>TOTAL:</b>       |                                | <b>\$3,349.51</b> |

Submitted to Cortland County Real Property Tax Services on 11/15/21 by Alane VanDonsel, Virgil Town Clerk.

**AGENDA ITEM NO. 37 – Levying Water Charges - Town of Harford - Real Property Tax Services**

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 366-21**

**Levying Water Charges - Town of Harford - Real Property Tax Services**

WHEREAS, a statement showing the unpaid water charges in the Town of Harford, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Harford:

|                  |                 |                   |
|------------------|-----------------|-------------------|
| 172.05-01-17.112 | Thomas R Poole  | \$275.50          |
| 172.05-01-32.000 | Mathew Murray   | \$732.00          |
| 172.06-01-01.000 | Edward F Monroe | \$688.00          |
| 172.06-01-12.200 | Chris E Tweedie | <u>\$1,243.85</u> |
| TOTAL            |                 | \$2,939.35        |

Submitted to Cortland County Real Property Tax Services on 10/15/21 by Jennifer Fox, Harford Town Clerk.

AGENDA ITEM NO. 38 – Levying Water Charges - Town of Cincinnatus - Real Property Tax Services

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

ON MOTION OF WAGNER

RESOLUTION NO. 367-21

**Levying Water Charges - Town of Cincinnatus - Real Property Tax Services**

WHEREAS, a statement showing the unpaid water charges in the Town of Cincinnatus, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, now therefore be it

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Cincinnatus:

|                  |                    |          |
|------------------|--------------------|----------|
| 112.00-03-05.000 | Price, James D.    | \$134.95 |
| 112.20-01-08.000 | Wood, Gene T.      | \$489.10 |
| 112.20-01-22.000 | Morse, Ryan        | \$273.10 |
| 112.20-01-27.000 | Wood, Gene         | \$47.78  |
| 113.17-01-04.000 | Randall, Joseph    | \$257.10 |
| 113.17-02-02.000 | Durney, Jayson     | \$197.10 |
| 113.17-02-04.000 | Butler, Cathy      | \$273.10 |
| 113.17-02-16.000 | Williams, James A. | \$650.40 |
| 113.17-02-21.000 | Harlow, Geoffrey   | \$197.10 |
| 122.00-03-10.000 | Krulikowski, Mike  | \$98.55  |
| 122.08-01-04.000 | Aldrich, William   | \$98.55  |
| 122.08-01-36.100 | Larkin, Jeannette  | \$98.55  |
| 122.08-02-05.000 | Hotaling, Zachary  | \$297.10 |
| 123.00-04-04.000 | Eaton, Charles     | \$47.78  |
| 123.05-01-31.000 | Novick, Donna      | \$197.10 |

|                  |                                      |             |
|------------------|--------------------------------------|-------------|
| 123.05-01-52.000 | Higgins Realty                       | \$197.10    |
| 123.05-01-71.000 | Ballard, Cindy                       | \$197.10    |
| 123.05-01-73.000 | Loomis Estate, Floyd                 | \$47.78     |
| 123.13-01-08.200 | Steacy,D, David                      | \$311.32    |
| 123.13-01-09.000 | Steacy,D, David                      | \$183.32    |
| 123.13-01-10.000 | Steacy,K, Kody                       | \$209.10    |
| 123.13-01-24.000 | Carter,L, Leslie J.                  | \$197.10    |
| 123.13-01-25.000 | Rice, Jay                            | \$561.10    |
| 123.13-01-27.000 | Olear, Elizabeth                     | \$197.10    |
| 123.13-01-31.000 | Moses, Jennifer J.                   | \$273.10    |
| 123.13-01-33.000 | Pothos, Emanuel                      | \$668.66    |
| 123.13-01-41.000 | Davis, Wendy                         | \$213.10    |
| 123.13-01-42.000 | Pittsley, Jedadiah                   | \$405.10    |
| 123.13-01-43.000 | Aldrich, Shiloh                      | \$672.20    |
| 123.13-01-46.000 | Lockwood, Damian                     | \$98.55     |
| 132.00-01-11.100 | Phillips, Heath                      | \$261.10    |
| 112.20-01-04.000 | Price, Danielle A.                   | \$361.10    |
| 113.17-01-03.000 | Smith, Ronald P.                     | \$373.10    |
| 113.17-01-06.000 | Golicki, Elizabeth                   | \$153.95    |
| 113.17-01-12.000 | Soule, Kenneth                       | \$197.10    |
| 122.00-03-08.000 | Fisher, Evelyn D.                    | \$197.10    |
| 122.00-03-20.000 | Kemak, Lisa                          | \$197.10    |
| 122.00-03-25.000 | Lieb, Joshua                         | \$308.66    |
| 122.08-01-02.000 | Staley, Vicki W.                     | \$437.10    |
| 122.08-01-19.100 | Moses, David                         | \$301.10    |
| 122.12-01-03.200 | Carter,L, Leslie                     | \$197.10    |
| 122.12-01-11.000 | Kemak, Lisa                          | \$241.10    |
| 123.05-01-04.000 | Mountain Village, LLC., Ann Wittmark | \$1,110.80  |
| 123.05-01-07.000 | Supley, Richard                      | \$197.10    |
| 123.05-01-08.000 | Rutan, Jessica                       | \$197.10    |
| 123.05-01-17.000 | Southern, Tess                       | \$197.10    |
| 123.05-01-19.000 | Pothos, Irene                        | \$309.10    |
| 123.05-01-24.000 | Treacy, Clyde                        | \$305.10    |
| 123.05-01-25.000 | Rathbun, Cheyenne                    | \$197.10    |
| 123.05-01-53.000 | Woodcock, Robert                     | \$197.10    |
| 123.05-01-60.000 | Dingman, Ronald                      | \$197.10    |
| 123.05-01-64.000 | Guinn, Phyllis                       | \$197.10    |
| 123.05-01-65.000 | McDonald, Amanda                     | \$221.10    |
| 123.05-01-72.000 | Ballard, Cindy                       | \$533.10    |
| 123.13-01-01.000 | Brown, Gordon                        | \$197.10    |
| 123.13-01-32.000 | Gallow, David                        | \$257.10    |
| 123.13-01-36.000 | Eaton, Charles                       | \$207.90    |
| Total            |                                      | \$15,535.70 |

Submitted to Cortland County Real Property Tax Services 11/17/2021 by Water Billing Dept.

AGENDA ITEM NO. 39 – Levying Water Charges - Town of Scott - Real Property Tax Services

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

**Levying Water Charges - Town of Scott - Real Property Tax Services**

WHEREAS, a statement showing the unpaid water charges in the Town of Scott, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Scott:

|                     |                 |                |
|---------------------|-----------------|----------------|
| Chad A. Parker      | 35.03-01-03.000 | \$474.00       |
| Brian M. Moriarty   | 35.03-01-06.000 | \$94.00        |
| Tyler West          | 35.03-01-09.000 | \$408.00       |
| Terry L. Vanliew    | 35.03-01-13.000 | \$489.00       |
| Stacy Klotz         | 35.03-01-14.000 | \$220.00       |
| Daniel S. Platt     | 35.03-01-15.000 | \$220.00       |
| Ronald P. Comerford | 35.03-01-17.000 | \$88.00        |
| Lonny B. Riehlman   | 35.03-01-18.000 | \$88.00        |
| Nancy Estep         | 35.03-01-24.000 | \$121.00       |
| Henry McCoy         | 35.03-01-25.000 | \$124.00       |
| Matthew J. Klemm    | 35.03-01-31.000 | \$100.00       |
| Connal M. Carr      | 35.03-01-39.000 | \$507.00       |
| Dustin R. Card      | 35.03-01-41.000 | \$163.00       |
| Quentin Bartholomew | 35.03-01-55.000 | <u>\$88.00</u> |
| TOTAL:              |                 | \$3,184.00     |

Submitted to Cortland County Real Property Tax Service on 12/13/21 by Tamara Congdon, Scott Town Clerk.

**AGENDA ITEM NO. 40 – Levying Sewer Charges - Town of Cuyler - Real Property Tax Services**

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

**Levying Sewer Charges - Town of Cuyler - Real Property Tax Services**

WHEREAS, a statement showing the unpaid sewer charges in the Town of Cuyler, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of sewer charges due said Town of Cuyler:

|                 |                |          |
|-----------------|----------------|----------|
| 31.02-02-09.000 | James Marshall | \$296.80 |
|-----------------|----------------|----------|

|                 |                     |                 |
|-----------------|---------------------|-----------------|
| 31.02-02-22.000 | Daniel N Southwick  | \$296.80        |
| 31.02-02-27.000 | Mandy M Morgan      | \$296.80        |
| 31.02-02-28.000 | Greg W Richey       | \$296.80        |
| 31.02-02-45.000 | Chad Aldrich        | \$296.80        |
| 31.02-02-47.000 | Jennifer Sue Dorman | <u>\$420.00</u> |
| TOTAL:          |                     | \$1,904.00      |

Submitted to Cortland County Real Property Tax Services on 12/3/21 by Wendy Custer, Cuyler Town Clerk.

AGENDA ITEM NO. 41 – Levying Sewer Charges - Town of Cortlandville - Real Property Tax Services

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

ON MOTION OF WAGNER

RESOLUTION NO. 370-21

**Levying Sewer Charges - Town of Cortlandville - Real Property Tax Services**

WHEREAS, a statement showing the unpaid sewer charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT,

RESOLVED, that the unpaid sewer charges be re-levied and collected from the real property indicated below:

|                   |                             |            |
|-------------------|-----------------------------|------------|
| 76.00-06-11.000   | Zoya Mayo                   | \$579.72   |
| 76.14-01-28.000   | Paul F Quinlan              | \$89.66    |
| 76.14-01-48.000   | Duane T Smith               | \$376.51   |
| 76.15-01-12.000   | Theodore P McBride          | \$499.80   |
| 76.18-01-31.000   | Stacy L Crandall-Jones      | \$586.66   |
| 76.19-01-05.000   | Jeffrey C Carley            | \$119.56   |
| 76.19-01-19.110   | Shannon M Snyder            | \$346.00   |
| 76.19-01-22.000   | Christine Poppe             | \$325.38   |
| 76.19-01-30.100-2 | Cortland Co Ag Corp         | \$5,184.75 |
| 76.19-01-40.000   | Wendy Bergman               | \$230.30   |
| 85.11-01-04.100   | Ronald F Lader              | \$123.20   |
| 85.15-01-09.000   | David M Winter              | \$689.32   |
| 85.16-01-30.000   | John F McGrath              | \$98.26    |
| 85.19-01-04.000   | Daniel R VanDusen           | \$224.75   |
| 85.20-01-01.000   | Melissa K Martin            | \$271.08   |
| 85.20-01-26.000   | Jose Rolon Davila           | \$95.96    |
| 85.20-01-33.000   | Christopher Cummins         | \$201.90   |
| 86.09-01-12.000   | John K Linn                 | \$198.67   |
| 86.09-04-04.000   | Cayuga Med Center at Ithaca | \$50.75    |
| 86.09-04-05.000   | J Lee Ambrose               | \$786.92   |
| 86.13-01-10.000   | Robert Phelps               | \$218.38   |
| 86.13-01-44.000   | Benjamin M Locke            | \$155.53   |

|                  |                             |             |
|------------------|-----------------------------|-------------|
| 86.13-01-55.121  | 281 Groton Corp             | \$123.20    |
| 87.04-01-12.000  | Vasilios Pothos             | \$194.43    |
| 95.00-05-13.000  | Pall Corporation            | \$6,436.32  |
| 95.11-03-02.000  | Stephen C Strauf            | \$65.87     |
| 95.12-01-07.000  | Pall Corporation            | \$5,852.55  |
| 95.12-01-08.000  | Bruench Incorporated        | \$2,176.86  |
| 95.14-01-10.000  | Benjamin Baum               | \$237.37    |
| 95.16-01-40.000  | Rebecca J Corp              | \$386.45    |
| 95.16-01-65.000  | Ngoc T Nguyen               | \$131.78    |
| 95.16-01-75.000  | Gary W James                | \$82.87     |
| 95.16-02-09.000  | Rahmon Daily                | \$271.63    |
| 96.05-01-13.000  | Audrey Jones                | \$174.16    |
| 96.06-01-18.000  | Anthony T Rosato            | \$136.21    |
| 96.06-01-30.000  | J Robert Messinger          | \$256.01    |
| 96.06-01-37.000  | Dean Sturdevant             | \$123.20    |
| 96.06-01-39.000  | Coffee Grounds LLC          | \$47.54     |
| 96.06-02-14.000  | Kimberly A Cook             | \$730.05    |
| 96.06-02-15.000  | Courtney A Shute            | \$360.41    |
| 96.06-02-20.000  | John H Hutchinson           | \$123.20    |
| 96.08-01-01.000  | John Chierchio              | \$260.72    |
| 96.09-01-24.000  | Bethany A Cutler            | \$249.86    |
| 96.09-01-70.000  | Charles J Wing              | \$123.20    |
| 96.09-02-02.000  | Michael W Chernago          | \$28.00     |
| 96.09-02-06.000  | DAK Property Management LLC | \$607.59    |
| 96.09-02-08.000  | Thomas Keane                | \$172.91    |
| 96.09-02-18.000  | Leon A Moore                | \$166.42    |
| 96.09-02-30.000  | Richard O'Dell              | \$123.20    |
| 96.09-04-06.000  | Leon W Stewart              | \$202.27    |
| 96.09-04-10.000  | Cortland MHP Associates Inc | \$26,505.50 |
| 96.10-01-25.000  | Kevin Pristash              | \$361.55    |
| 96.10-02-06.000  | Michael T Dintino           | \$64.19     |
| 96.10-02-11.000  | Michael J Mershon           | \$426.13    |
| 96.10-02-42.000  | Carl E Ryder                | \$142.49    |
| 96.36-01-07.000  | Dorene Eaton                | \$123.05    |
| 97.02-01-02.000  | Robert L Knecht             | \$77.67     |
| 105.08-02-33.000 | Andrew A Starinsky          | \$190.21    |
| 105.08-02-35.000 | Scott C Hopko               | \$207.40    |
| 106.05-01-06.000 | Babla S Bogam               | \$64.67     |
| TOTAL:           |                             | \$59,460.20 |

Submitted to Cortland County RPTS 12/7/21 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

AGENDA ITEM NO. 42 – Levying Water Charges - Town of Cortlandville - Real Property Tax Services

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

ON MOTION OF WAGNER

RESOLUTION NO. 371-21

## Levying Water Charges - Town of Cortlandville - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Cortlandville:

|                   |                             |            |
|-------------------|-----------------------------|------------|
| 76.00-06-11.000   | Zoya Mayo                   | \$440.88   |
| 76.00-07-03.000   | Arthur Bell                 | \$177.09   |
| 76.00-07-04.100   | Arthur C Bell               | \$105.84   |
| 76.00-07-04.200   | Arthur C Bell               | \$105.84   |
| 76.14-01-28.000   | Paul F Quinlan              | \$60.87    |
| 76.14-01-48.000   | Duane T Smith               | \$284.02   |
| 76.15-01-12.000   | Theodore P McBride          | \$382.23   |
| 76.18-01-31.000   | Stacy L Crandall-Jones      | \$445.98   |
| 76.19-01-05.000   | Jeffrey C Carley            | \$99.31    |
| 76.19-01-19.110   | Shannon M Snyder            | \$265.48   |
| 76.19-01-22.000   | Christine Poppe             | \$254.19   |
| 76.19-01-30.100-2 | Cortland Co Ag Corp         | \$3,409.97 |
| 76.19-01-40.000   | Wendy Bergman               | \$184.42   |
| 85.11-01-04.100   | Ronald F Lader              | \$105.84   |
| 85.15-01-09.000   | David M Winter              | \$521.32   |
| 85.16-01-30.000   | John F McGrath              | \$75.97    |
| 85.19-01-04.000   | Daniel R VanDusen           | \$180.37   |
| 85.19-01-05.000   | Justin G Naylor             | \$420.53   |
| 85.20-01-01.000   | Melissa K Martin            | \$214.36   |
| 86.09-01-12.000   | John K Linn                 | \$153.52   |
| 86.09-01-46.000   | Paul W Allen                | \$105.84   |
| 86.09-04-04.000   | Cayuga Med Center at Ithaca | \$41.11    |
| 86.09-04-05.000   | J Lee Ambrose               | \$581.39   |
| 86.13-01-10.000   | Robert Phelps               | \$175.68   |
| 86.13-01-44.000   | Benjamin M Locke            | \$121.84   |
| 86.13-01-55.121   | 281Groton Corp              | \$105.84   |
| 87.13-01-34.000   | Wyatt Malchak               | \$248.35   |
| 95.00-05-13.000   | Pall Corporation            | \$120.00   |
| 95.07-02-09.000   | William Jones               | \$271.32   |
| 95.11-01-24.000   | Gerald V Ruggiero           | \$105.84   |
| 95.11-01-28.000   | Gregory L Hall              | \$165.69   |
| 95.11-03-02.000   | Stephen C Strauf            | \$56.05    |
| 95.11-05-04.000   | Brian D Withey              | \$298.96   |
| 95.12-01-07.000   | Pall Corporation            | \$170.00   |
| 95.12-01-08.000   | Bruench Incorporated        | \$1,609.21 |
| 95.14-01-10.000   | Benjamin Baum               | \$189.61   |
| 95.16-01-40.000   | Rebecca J Corp              | \$299.02   |
| 95.16-01-65.000   | Ngoc T Nguyen               | \$100.57   |
| 95.16-01-75.000   | Gary W James                | \$64.68    |
| 95.16-02-09.000   | Rahmon Daily                | \$214.75   |
| 96.00-03-04.000   | Frederick M Little          | \$105.84   |
| 96.00-12-03.000   | Scott J McKinney            | \$315.50   |
| 96.05-01-13.000   | Audrey Jones                | \$143.23   |

|                  |                             |                    |
|------------------|-----------------------------|--------------------|
| 96.05-01-32.000  | Dustin Harrington           | \$92.77            |
| 96.06-01-18.000  | Anthony T Rosato            | \$103.82           |
| 96.06-01-30.000  | J Robert Messinger          | \$203.29           |
| 96.06-01-37.000  | Dean Sturdevant             | \$105.84           |
| 96.06-01-39.000  | Coffee Grounds LLC          | \$38.74            |
| 96.06-02-14.000  | Kimberly A Cook             | \$551.20           |
| 96.06-02-15.000  | Courtney Shute              | \$279.91           |
| 96.06-02-20.000  | John H Hutchinson           | \$105.84           |
| 96.08-01-01.000  | John Chierchio              | \$210.62           |
| 96.09-01-24.000  | Bethany A Cutler            | \$164.50           |
| 96.09-01-70.000  | Charles J Wing              | \$105.84           |
| 96.09-02-02.000  | Michael W Chernago          | \$49.05            |
| 96.09-02-06.000  | DAK Property Management LLC | \$453.63           |
| 96.09-02-08.000  | Thomas Keane                | \$142.31           |
| 96.09-02-18.000  | Leon A Moore                | \$137.54           |
| 96.09-02-30.000  | Richard O'Dell              | \$105.84           |
| 96.09-04-06.000  | Leon W Stewart              | \$163.84           |
| 96.09-04-10.000  | Cortland MHP Associates Inc | \$17,573.75        |
| 96.10-01-25.000  | Kevin Pristash              | \$280.74           |
| 96.10-02-06.000  | Michael T Dintino           | \$54.82            |
| 96.10-02-11.000  | Michael J Mershon           | \$328.17           |
| 96.10-02-42.000  | Carl E Ryder                | \$119.99           |
| 96.36-01-07.000  | Dorene Eaton                | \$101.85           |
| 105.08-01-13.000 | Timothy C Burk              | \$242.67           |
| 105.08-02-33.000 | Andrew A Starinsky          | \$147.30           |
| 105.08-02-35.000 | Scott C Hopko               | \$159.93           |
| 106.05-01-06.000 | Babla S Bogam               | \$51.32            |
| <b>TOTAL:</b>    |                             | <b>\$35,573.47</b> |

Submitted to Cortland County RPTS 12/6/21 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

**AGENDA ITEM NO. 43 – Levy County Tax - City of Cortland - Real Property Tax Services**

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 372-21**

**Levy County Tax - City of Cortland - Real Property Tax Services**

WHEREAS, the Cortland County Legislature adopted Resolution No. 331-21 on November 18, 2021 to accept the tentative 2022 County budget, AND

WHEREAS, the adopted 2022 budget includes a Real Property Tax Levy of \$37,728,555.00, AND

WHEREAS, the apportionment of the 2022 Cortland County tax levy has been approved by the Cortland County Legislature, AND

WHEREAS, the Real Property Tax Director has assessed the City of Cortland's apportioned share of the County tax levy at eight million, three hundred fifty-six thousand, two hundred eighty two dollars and

fourteen cents (\$8,356,282.14), NOW THEREFORE BE IT

RESOLVED, that this Legislature directs the sum of eight million, three hundred fifty-six thousand, two hundred eighty two dollars and fourteen cents (\$8,356,282.14) to be levied in the City of Cortland, Cortland County, for County purposes for the fiscal year beginning January 1, 2022 and that the Chairman and the Clerk of this Legislature certify this resolution to the Common Council of said City, pursuant to the Charter of said City.

AGENDA ITEM NO. 44 – Levy Town Special District Taxes - Real Property Tax Services

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

ON MOTION OF WAGNER

RESOLUTION NO. 373-21

**Levy Town Special District Taxes - Real Property Tax Services**

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the several towns of the County of Cortland which includes special district taxes for the fiscal year beginning January 1, 2022, NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied upon and collected from the real property liable therefore within the respective fire protection, fire and lighting districts in the towns as indicated below, as specified in their respective annual budgets for the year 2022:

| <u>Town</u>              | <u>Fire Tax</u> | <u>Light Tax</u> |
|--------------------------|-----------------|------------------|
| Cincinnatus              | \$104,318.10    | \$11,528         |
| Cortlandville - townwide | \$843,500.00    |                  |
| Cuyler                   | \$ 79,724.00    |                  |
| Freetown:                |                 |                  |
| Cincinnatus Fire         | \$ 7,483.52     |                  |
| Marathon Fire            | \$26,854.22     |                  |
| McGraw Fire              | \$ 7,400.00     |                  |
| Harford                  | \$112,403.00    |                  |
| Homer                    | \$213,813.07    |                  |
| Lapeer                   | \$ 92,755.14    |                  |
| Marathon                 | \$107,960.64    |                  |
| Preble                   | \$101,000.00    |                  |
| Scott                    | \$ 61,894.50    |                  |
| Solon                    | \$ 22,000.00    |                  |
| Taylor                   | \$ 39,434.15    |                  |
| Truxton                  | \$ 82,571.00    |                  |
| Virgil                   | \$258,700.00    |                  |
| Willet                   | \$ 46,446.00    |                  |

, AND BE IT FURTHER

RESOLVED, that such taxes and assessments, when collected, shall be paid to the Supervisors of the several towns in the amount as shown by this resolution for distribution by them in the manner provided by law.

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 374-21**

**Levy Town General and Highway Taxes - Real Property Tax Services**

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the several towns of the County of Cortland for the fiscal year beginning January 1, 2022 NOW THEREFORE BE IT

RESOLVED, that there shall be and hereby is assessed and levied upon and collected from the taxable real property in the following named towns, outside of any incorporated villages, wholly or partially located therein, the amounts indicated below for the General and Highway items as specified in the budgets of the respective towns as follows:

|                                                   | <u>General</u> | <u>Highway</u> |
|---------------------------------------------------|----------------|----------------|
| Town of Cortlandville . . . . . outside village - | \$ -0-         | \$547,729      |
| Town of Homer . . . . . outside village -         | \$ -0-         |                |

, AND BE IT FURTHER

RESOLVED, that the several amounts raised by tax for all other purposes as specified in the several budgets as presented to this Legislature and which are on file in the Office of Real Property Tax Services, shall be and hereby are assessed and levied upon and collected from all taxable property in the towns as enumerated below, except as otherwise provided by law, namely:

| <u>Town</u> | <u>Highway Fund</u> |
|-------------|---------------------|
| Cincinnatus | \$100,183.00        |
| Cuyler      | \$217,864.00        |
| Freetown    | \$261,300.00        |
| Harford     | \$259,425.00        |
| Homer       | \$236,188.00        |
| Lapeer      | \$271,350.00        |
| Marathon    | \$117,629.20        |
| Preble      | \$116,202.00        |
| Scott       | \$191,100.00        |
| Solon       | \$301,080.00        |
| Taylor      | \$132,800.00        |
| Truxton     | \$253,800.00        |
| Virgil      | \$334,238.00        |
| Willet      | \$142,337.00        |

, AND BE IT FURTHER

RESOLVED, that the amounts to be raised for the General Fund and Debt Service Fund purposes as specified in the several budgets presented to this Legislature and which are on file in the Office of Real Property Tax Services hereof, shall and hereby are assessed and levied upon and collected from all taxable property in the towns as enumerated below except as otherwise provided by law, namely,

| <u>Town</u> | <u>General Fund</u> |
|-------------|---------------------|
| Cincinnatus | \$ -0-              |

|                          |                |
|--------------------------|----------------|
| Cortlandville - townwide | \$1,531,938.00 |
| Cuyler                   | \$161,100.00   |
| Freetown                 | \$ -0-         |
| Harford                  | \$100,065.00   |
| Homer                    | \$219,438.00   |
| Lapeer                   | \$171,204.00   |
| Marathon                 | \$262,714.00   |
| Preble                   | \$ 32,250.00   |
| Scott                    | \$ -0-         |
| Solon                    | \$ -0-         |
| Taylor                   | \$111,090.00   |
| Truxton                  | \$161,810.00   |
| Virgil                   | \$201,612.00   |
| Willet                   | \$ 70,519.00   |

, AND BE IT FURTHER

RESOLVED, that such taxes and assessments when collected shall be paid to the Supervisors of the several towns in the amounts as shown by this resolution for distribution by them in the manner provided by law.

AGENDA ITEM NO. 46 – Amend 2022 Budget to Reflect State Administered Non Property Tax (Sales Tax) to Reduce Real Property Tax Levy - Real Property Tax Services

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

ON MOTION OF WAGNER

RESOLUTION NO. 375-21

**Amend 2022 Budget to Reflect State Administered Non Property Tax (Sales Tax) to Reduce Real Property Tax Levy - Real Property Tax Services**

WHEREAS, the following is a list of towns who have not filed to receive their share of the Sales Tax in cash and the estimated amount to be applied to reduce their share of the County Real Property Tax Levy for the fiscal year 2022, AND

WHEREAS, by Town of Cuyler resolution, \$115,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Cuyler, AND

WHEREAS, by Town of Harford resolution, \$70,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Harford, AND

WHEREAS, by Town of Lapeer resolution, \$310,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Lapeer, AND

WHEREAS, by Town of Taylor resolution, \$20,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Taylor, AND

WHEREAS, by Town of Truxton resolution, \$90,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Truxton, AND

WHEREAS, by Town of Virgil resolution, \$65,000 of the Sales Tax Revenue has been authorized to be applied against the County Real Property Tax Levy in the Town of Virgil, NOW THEREFORE BE IT

RESOLVED, that the 2022 adopted budget for the County of Cortland be and hereby is amended to increase the estimated revenue in Account A1001, Real Property Tax Revenue, and to reduce the County Tax Levy in the amount of \$670,000.

AGENDA ITEM NO. 47 – Delegating Authority to the Manager of Audit and Financial Projects to Approve Payment of Real Property Tax Errors and Omissions Less Than \$2500 through December 31, 2022

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 376-21**

**Delegating Authority to the Manager of Audit and Financial Projects to Approve Payment of Real Property Tax Errors and Omissions Less Than \$2500 through December 31, 2022**

WHEREAS, Section 554 of the New York State Real Property Tax Law provides a mechanism for the correction of errors on Real Property Tax Rolls by the County Legislature based upon the recommendation of the Cortland County Director of Real Property Tax Services Agency pursuant to an application by an entitled person in cases involving clerical errors, unlawful entries or certain errors in essential fact, AND

WHEREAS, Section 554 of the New York State Real Property Tax Law authorizes the County Legislature to delegate to the Manager of Audit and Financial Projects the authority to approve such corrections in cases where the correction sought does not exceed twenty-five hundred dollars (\$2,500), AND

WHEREAS, Section 556 of the New York State Real Property Tax Law provides a mechanism for the refunding of certain real property taxes by the County Legislature based upon the recommendation of the Cortland County Director of Real Property Tax Services Agency pursuant to an application by a taxpayer in cases involving clerical errors, unlawful entries upon the assessment rolls and certain errors in essential fact, AND

WHEREAS, said Section 556 of the Real Property Tax Law was amended to authorize the County Legislature to delegate to the Manager of Audit and Financial Projects the authority to approve such refunds in cases where the refund sought does not exceed twenty-five hundred dollars (\$2,500), AND

WHEREAS, both sections also provide that the Manager of Audit and Financial Projects will report to the County Legislature, on a monthly basis, those refund applications which have been approved during the previous month and further provides that all applications which have been denied by the Director, in whole or in part, shall be forwarded to the County Legislature for disposition, NOW THEREFORE BE IT

RESOLVED, that pursuant to Sections 554 and 556 of the Real Property Tax Law, the County Legislature does hereby delegate to the Manager of Audit and Financial Projects the authority to approve corrections to the Real Property Tax Rolls and approve certain refunds of real property taxes as outlined in said Sections 554 and 556 of the Real Property Tax Law, in cases where the refund sought does not

exceed the amount of twenty-five hundred dollars (\$2,500), AND BE IT FURTHER

RESOLVED, that pursuant to section 554 and 556 of the New York State Real Property Tax Law that the Manager of Audit and Financial Projects shall provide a report on or before the 15th day of each month indicating the name of each recipient, location of the property and the amount of the correction and the amount of the refund or credit, AND BE IT FURTHER

RESOLVED, that this delegation of authority shall remain in effect through December 31, 2022.

**AGENDA ITEM NO. 48 – Fix Date to Sign Warrant - Real Property Tax Services**

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 377-21**

**Fix Date to Sign Warrant - Real Property Tax Services**

WHEREAS, pursuant to section 904 of the Real Property Tax Law of the State of New York the County Legislative body shall annex to or file with the assessment roll of each town a warrant, bearing the seal of the board and signed by the Chairman and Clerk thereof, authorizing and directing the collecting officer for each town to collect the amounts listed, NOW THEREFORE BE IT

RESOLVED, that the date for the annexing of the warrants to the rolls of the Towns for collection of taxes be and hereby is fixed as of December 31, 2021, and that said warrants so annexed be made returnable on or before the first day of June 2022, AND BE IT FURTHER

RESOLVED, that the Chairman and Clerk of the Cortland County Legislature are hereby authorized to sign said warrant on behalf of the County.

**AGENDA ITEM NO. 49 – Authorize Agreement Image Mate Online - Real Property Tax Services**

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 378-21**

**Authorize Agreement Image Mate Online - Real Property Tax Services**

WHEREAS, Resolution No. 253-07 authorized an agreement between the Cortland County Real Property Tax Services department and Systems Development Group, Inc. (SDG, Inc.) for the “Image Mate Online” software allowing access to real property tax information over the Internet, AND

WHEREAS, said agreement has expired, and the Cortland County Real Property Tax Services office wishes to continue to use the software and the County needs software support, AND

WHEREAS, SDG, Inc., is the sole provider of said software, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign an agreement with SDG, Inc., for annual software support for the term beginning January 1, 2022, and ending December 31, 2022, to be paid out of Account #A13555-54015 (Maintenance Agreements) in the amount of \$5,000.

AGENDA ITEM NO. 50 – Approve Apportionment of 2022 Cortland County Tax Levy - Real Property

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

ON MOTION OF WAGNER

RESOLUTION NO. 379-21

**Approve Apportionment of 2022 Cortland County Tax Levy - Real Property**

WHEREAS, the Report of the Finance and Administration Committee on the apportionment and tax rates for County taxes as submitted to this Legislature be received, filed and approved, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby approve the Final 2022 Apportionment report for the tax levy for the year 2022 as the foregoing amounts are the net amounts necessary to be raised in taxes:

**2022 Apportionment - Tax Levy of \$37,728,555**

| <b>City/Town/Village:</b> | <b>Net Tax Levy</b> | <b>Taxable Value</b> | <b>2022<br/>Tax Rate<br/>(per \$1,000)</b> |
|---------------------------|---------------------|----------------------|--------------------------------------------|
| City of Cortland          | 8,356,282           | 531,756,049          | 15.714503                                  |
| Cincinnatus               | 866,767             | 59,205,929           | 14.639873                                  |
| Cortlandville, outside    | 9,263,223           | 563,822,491          | 16.429326                                  |
| McGraw Village            | 411,507             | 25,556,535           | 16.101816                                  |
| Homer Village             | 56,873              | 3,597,101            | 15.810751                                  |
| <b>Town Total</b>         | <b>9,731,603</b>    | <b>592,976,127</b>   |                                            |
| Cuyler                    | 674,726             | 48,240,472           | 13.986728                                  |
| Freetown                  | 593,949             | 38,238,033           | 15.532947                                  |
| Harford                   | 868,676             | 65,543,454           | 13.253430                                  |
| Homer, outside            | 3,159,357           | 200,680,490          | 15.743219                                  |
| Homer Village             | 2,190,229           | 145,675,147          | 15.035019                                  |
| <b>Town Total</b>         | <b>5,349,585</b>    | <b>346,355,637</b>   |                                            |
| Lapeer                    | 913,259             | 80,645,163           | 11.324414                                  |
| Marathon, outside         | 937,661             | 59,842,237           | 15.668885                                  |
| Marathon Village          | 473,887             | 32,418,676           | 14.617708                                  |
| <b>Town Total</b>         | <b>1,411,548</b>    | <b>92,260,913</b>    |                                            |
| Preble                    | 1,609,823           | 93,154,316           | 17.281247                                  |
| Scott                     | 955,182             | 58,229,107           | 16.403865                                  |
| Solon                     | 883,127             | 48,895,952           | 18.061360                                  |
| Taylor                    | 498,503             | 34,865,480           | 14.297897                                  |
| Truxton                   | 1,050,242           | 70,559,344           | 14.884518                                  |
| Virgil                    | 2,668,944           | 181,357,665          | 14.716468                                  |
| Willet                    | 768,124             | 46,101,762           | 16.661482                                  |

TOTALS: 37,200,341 2,388,385,403

Avg Tax Rate 15.796678

AGENDA ITEM NO. 51 – Authorize Allocation of American Rescue Plan Funds to Cortland County Mental Health Department for Youth Behavioral Health Treatment Support

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 380-21**

**Authorize Allocation of American Rescue Plan Funds to Cortland County Mental Health Department for Youth Behavioral Health Treatment Support**

WHEREAS, the Federal American Rescue Plan has allocated over \$9,000,000 to Cortland County, AND

WHEREAS, the Cortland County Mental Health Department put forward a request for funding to the Cortland County Federal Aid Allocation Citizen's Advisory Committee for \$100,000 for youth behavioral health treatment support provided by the Cortland County provider community, AND

WHEREAS, it is the recommendation of the Federal Aid Allocation Citizen's Advisory Committee to authorize the use of Federal American Rescue Plan Funds for \$100,000 for youth behavioral health treatment support provided by the Cortland County provider community, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes \$100,000 of the Federal American Rescue Plan Funding be allocated to the Cortland County Mental Health Department for youth behavioral health treatment support provided by the Cortland County provider community, AND BE IT FURTHER

RESOLVED, that the Director of Finance, upon approval of the County Administrator, be and hereby is authorized to transfer funds to the Cortland County Mental Health Department for \$100,000 for youth behavioral health treatment support provided by the Cortland County provider community, 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 sign a contract with the Cortland County Mental Health Department and other authorized agencies in the provider community for said purposes.

**Executive Session**

It was MOVED by Mr.Fitch, seconded by Ms. Homer, and unanimously adopted by voice vote of members present, to enter into an executive session to discuss matters which will imperil the public safety if disclosed. MOTION CARRIED.

An executive session was held from 6:28 p.m. to 6:55 p.m., at which time on motion of Ms. Homer, seconded by Mr. Eccleston, and unanimously approved to exit executive session.

**Announcements**

**Adjourn**



# Cortland County Legislature

## Legislative Session

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

### ~ Minutes ~

Thursday, November 18, 2021

6:00 PM

Board Room

## Salute to the Flag

## Public Hearings

1. Local Law "J" for the Year 2021 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

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

2. Local Law "K" for the Year 2021 a Local Law Setting the Salary of Cortland County Election Commissioners

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

## Call to Order

## Roll Call

The meeting was called to order at 6:00 PM by Chairman Paul Heider

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

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

## Approval of Minutes

1. Cortland County Legislature - Legislative Session - Oct 26, 2021 6:00 PM

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

2. Cortland County Legislature - Special Meeting - Nov 2, 2021 10:45 AM

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

## Proclamations & Recognitions

## Privilege of the Floor

## Presentation of Petitions, Communications, and Notice

## Receive and File

## Reports of Standing, Special and Ad Hoc Committees

## Articles Postponed to Day Certain

## Unfinished Business

## New Business

## Resolutions

## Resolutions from the Chair

AGENDA ITEM NO. 1 – Appoint Member - Cortland County Jury Board/Louis Folmer Supreme Court Law Library

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

## ON MOTION OF HEIDER

## RESOLUTION NO. 289-21

### Appoint Member - Cortland County Jury Board/Louis Folmer Supreme Court Law Library

WHEREAS, it is required pursuant to Article 16, Section 503a, 1 of Judiciary Law that one Legislator be appointed to the Cortland County Jury Board, NOW THEREFORE BE IT

RESOLVED, that Kelly Preston (LD 10) of 5011 Creal Road, Homer, New York, is hereby appointed to the Cortland County Jury Board, as the Legislative Representative, for a term commencing immediately and ending December 31, 2023, AND BE IT FURTHER

RESOLVED, that Kelly Preston is hereby appointed as the Legislative Representative and sitting Trustee for the Louis H. Folmer Supreme Court Law Library for a term commencing immediately and ending December 31, 2023.

## Referred from Building & Grounds Committee

### AGENDA ITEM NO. 2 – Authorize Agreement for Network Assessment - Information Technology

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

### ON MOTION OF HARBIN

### RESOLUTION NO. 290-21

#### Authorize Agreement for Network Assessment - Information Technology

WHEREAS, quotes were requested for consulting services to evaluate Cortland County's network infrastructure, AND

WHEREAS, quotes were received from the following:

| Company | Address                                           | Amount   |
|---------|---------------------------------------------------|----------|
| DRCS    | 7085 Manlius Center Rd., East Syracuse, NY 13057  | \$5,400  |
| Advizex | 50 Square Dr., Suite 200, Victor, NY 14564        | \$9,200  |
| Dyntek  | 5241 California Ave., Suite 150, Irvine, CA 92617 | \$16,500 |

, AND

WHEREAS, Advizex, 50 Square Dr., Suite 200, Victor, NY 14564 submitted the lowest responsible quote, NOW THEREFORE BE IT

RESOLVED, that Advizex, 50 Square Dr., Suite 200, Victor, NY 14564 is hereby awarded the contract to perform an evaluation of Cortland County's network infrastructure according to the terms laid out in the Scope of Work, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, subject to appropriation by the Legislature, is hereby authorized to enter into a contract with Advizex, 50 Square Dr., Suite 200, Victor, NY 14564 for an evaluation of Cortland County's network infrastructure.

## Referred from Health & Human Services Committee

### AGENDA ITEM NO. 3 – Authorize Agreement Between Department of Social Services and Assisted Living Program with TPCC, LLC - Department of Social Services

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

**ON MOTION OF BISCHOFF****RESOLUTION NO. 291-21**

**Authorize Agreement Between Department of Social Services and Assisted Living Program with TPCC, LLC - Department of Social Services**

WHEREAS, the New York State Social Services Law Section 461-L(3)(a)(iii) requires Cortland County Department of Social Services to contract with entities applying to New York State Department of Health to provide Assisted Living Programs (ALP) within the County, AND

WHEREAS, the County is required to enter into such agreement for the purpose of determining Medicaid eligibility for residents placed in an ALP, AND

WHEREAS, TPCC, LLC d/b/a The Pavilion At Cortland Park is applying to New York State Department of Health to create 31 ALP beds at their 193 Clinton Avenue Cortland, NY 13045 property, AND

WHEREAS, all ALP certification requirements, approval, oversight and payments are transacted by New York State entities with such responsibilities directly with TPCC, LLC, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized and directed to execute a contractual agreement for the time period 1/1/2022 – 12/31/2022 with TPCC, LLC.

**AGENDA ITEM NO. 4 – Appoint Members - Cayuga/Cortland Workforce Development Board - Employment and Training Grant Administration**

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

**ON MOTION OF BISCHOFF****RESOLUTION NO. 292-21**

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

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

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

| Name | Address | Sector | Term |
|------|---------|--------|------|
|------|---------|--------|------|

|                  |                                                   |                          |                          |
|------------------|---------------------------------------------------|--------------------------|--------------------------|
| Brian Noteboom   | 3247 Vickery Road<br>Syracuse, NY 13212           | Other Workforce Partners | 1/1/2022 -<br>12/31/2024 |
| Patrick Sheppard | 333 E. Washington Street<br>Syracuse, NY 13212    | Other Workforce Partners | 1/1/2022 -<br>12/31/2024 |
| Steve Woodard    | 1879 West Genesee Street<br>Road Auburn, NY 13021 | Other Workforce Partners | 1/1/2022 -<br>12/31/2024 |

**AGENDA ITEM NO. 5 – Authorize Agreement/Accept Funds Traffic Safety and Injury Prevention Program/Child Passenger Safety - Health Department**

Ms. Homer MADE A MOTION to consider agenda items 5-7 as a consent agenda, Mr. Harbin SECONDED THE MOTION, and after a voice vote of members present, it was APPROVED.

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

**ON MOTION OF BISCHOFF**

**RESOLUTION NO. 293-21**

**Authorize Agreement/Accept Funds Traffic Safety and Injury Prevention Program/Child Passenger Safety - Health Department**

WHEREAS, the State of New York through the Governor's Traffic Safety Committee has awarded the Cortland County Health Department \$10,900 to continue to fund the Child Passenger Safety Program, CPS-2022-Cortland County HD-00056-(012) T0066744, CFDA# 20.616, for the period of 10/01/21-9/30/22, AND

WHEREAS, this will provide education on the proper use and installation of child safety seats in New York State, AND

WHEREAS, the 2021 County Budget will need to be amended as follows:

|                                    | <u>Current</u> | <u>Increase</u> | <u>Balance</u> |
|------------------------------------|----------------|-----------------|----------------|
| A40105.44389.22CPS CPS 21-22 GRANT | \$0            | \$10,900        | \$10,900       |
| A40105.54048.22CPS PROGRAM SUPP    | \$0            | \$10,900        | \$10,900       |

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with New York State Traffic Safety Committee to accept these funds.

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

**AGENDA ITEM NO. 6 – Authorize Agreements with County Schools - Epidemiology & Laboratory Capacity Schools Grant - Health Department**

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

**ON MOTION OF BISCHOFF****RESOLUTION NO. 294-21**

**Authorize Agreements with County Schools - Epidemiology & Laboratory Capacity Schools Grant  
- Health Department**

WHEREAS, Resolution No. 247-21 gave Cortland County Health Department permission to enter into a grant awarded by Health Research, Inc. for funding for Epidemiology and Laboratory Capacity (ELC) Schools Grant, Contract #6883-01, CFDA #93.323, AND

WHEREAS, \$1,337,971.00 was awarded for the period of 7/1/21-7/31/23, AND

WHEREAS, Cortland County Health Department will contract with various schools located in Cortland County, NOW THEREFORE BE IT

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

AGENDA ITEM NO. 7 – Authorize Agreement/Accept Funds Traffic Safety and Injury Prevention Program - Health Department

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

**ON MOTION OF BISCHOFF****RESOLUTION NO. 295-21**

**Authorize Agreement/Accept Funds Traffic Safety and Injury Prevention Program - Health  
Department**

WHEREAS, the State of New York through the Governor's Traffic Safety Committee has awarded the Cortland County Health Department \$40,308 to continue to fund the Traffic Safety and Injury Prevention Program, HS1-2022-Cortland County HD-00141-(012) T006860, CFDA# 20.600, for the period of 10/01/21-9/30/22, AND

WHEREAS, this will provide bike, pedestrian and traffic education programs to reduce the number of crashes, injuries, and deaths on New York's roads, AND

WHEREAS, the 2021 County Budget will need to be amended as follows:

|                                    | <u>Current</u> | <u>Increase</u> | <u>Balance</u> |
|------------------------------------|----------------|-----------------|----------------|
| A40105.44389.22TRS TRS 21-22 GRANT | \$0            | \$40,308        | \$40,308       |
| A40105.51005.22TRS PERSONAL SVC    | \$0            | \$30,276        | \$30,276       |
| A40105.54005.22TRS OFFICE SUPPLIES | \$0            | \$200           | \$200          |

|                    |            |     |         |         |
|--------------------|------------|-----|---------|---------|
| A40105.54040.22TRS | DUES       | \$0 | \$250   | \$250   |
| A40105.54045.22TRS | TRAVEL     | \$0 | \$500   | \$500   |
| A40105.58020.22TRS | RETIREMENT | \$0 | \$4,844 | \$4,844 |
| A40105.58030.22TRS | FICA       | \$0 | \$2,316 | \$2,316 |
| A40105.58060.22TRS | HEALTH INS | \$0 | \$1,922 | \$1,922 |

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with the New York State Traffic Safety Committee to accept these funds.

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

#### AGENDA ITEM NO. 8 – Appoint Public Health Director - Health Department

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

#### ON MOTION OF BISCHOFF

#### RESOLUTION NO. 296-21

#### Appoint Public Health Director - Health Department

WHEREAS, the Cortland County Legislature has a vacant position of Public Health Director, AND

WHEREAS, Legislators Cathy Bischoff, Eugene Waldbauer, Ann Homer and Sandra Price, Board of Health members Bonnie Hodges and Mary Wright, County Administrator Rob Corpora 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 Nicole Anjeski as Public Health Director, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby appoint Nicole Anjeski as Public Health Director at an annual salary of \$87,233 (Grade 1, Step 1, Management Compensation Plan, non-competitive class) in accordance with Section 11.182 of the New York State Sanitary Code, effective November 19, 2021 at 12:01 a.m.

#### Referred from Agriculture/Planning/Environment Committee

#### AGENDA ITEM NO. 9 – Advocating for Maintaining a 60 Hour Work Week for Farm Workers

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

**Advocating for Maintaining a 60 Hour Work Week for Farm Workers**

WHEREAS, farmers are critical components of our regional economy and are necessary to ensure supermarkets are stocked with food, AND

WHEREAS, from the outset of the COVID-19 pandemic, Central New York farmers have stepped up and ensured their operations continued and were responsible for donating thousands of pounds of food to local food banks at a time of significant need, AND

WHEREAS, farmers face a tremendous number of problems outside of their control including changes in consumer demand leading to price change, obtaining labor, climate change, land management policies, foreign market competition, livestock and crop disease, and natural disasters, AND

WHEREAS, in addition to the practical issues related to growing and selling food products, farmers have to contend with wavering levels of government regulations including changes in wages and overtime threshold, AND

WHEREAS, over the last year the Central New York farmers have seen an increase of over 37% on the cost of feed, over 18% in labor costs and over 50% in fuel costs, AND

WHEREAS, one of the more pressing issues for the farming community has been mandated overtime requirements since the 2019 Farm Laborers Fair Practice Act, currently gives farmworkers a right to overtime after sixty (60) hours of work each week, AND

WHEREAS, farmers are reliant on migratory work forces during the short growing season here in Central New York as workers are here for only a few months in the spring and summer and they have only so many hours each year to get the work done, AND

WHEREAS, the Act does not prohibit the wage board from arbitrarily decreasing the threshold again, further decreasing the threshold for overtime and thereby increasing costs on local farms and their use of seasonal workers, AND

WHEREAS, the provisions of the Act would negatively impact the farming community by either increasing costs on farmers, who are operating under very tight margins, or will cut into work opportunities for migratory workers, AND

WHEREAS, cutting budgeted support levels and drastically increasing costs through government interference should be avoided whenever possible, NOW THEREFORE BE IT

RESOLVED, that this honorable body hereby supports farmers and migrant workers who do not want their hours reduced and urges utilizing all budgeted funding for the promotion of New York State farming products, provide critical applied research, ensure access to markets, educate the public and connect them to their food, and any other program designed to benefiting local farmers, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby advocates to maintain farmworkers a right to overtime after sixty (60) hours of work each week in accordance with the 2019 Farm Laborers Fair Practice Act, AND BE IT FURTHER

RESOLVED, that certified copies of this resolution be sent to the New York State Senate and

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

Assembly, Governor Kathy Hochul's office, State Senator Peter Oberacker, Assemblymember Dr. Anna Kelles, Assemblymember John Lemonides and the New York Farm Bureau.

**AGENDA ITEM NO. 10 – Establish Little York Lake Special Taxing District**

|                  |                                                                                                                                                         |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                                                                                                              |
| <b>MOVER:</b>    | Kevin Fitch, Legislator                                                                                                                                 |
| <b>SECONDER:</b> | Mitchel Eccleston, Legislator                                                                                                                           |
| <b>AYES:</b>     | Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Fairchild-Preston, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston |

**ON MOTION OF FITCH**

**RESOLUTION NO. 298-21**

**Establish Little York Lake Special Taxing District**

WHEREAS, the Little York Lake Preservation Society, Inc. recommends the creation of a Special Taxing District for the properties surrounding Little York Lake, AND

WHEREAS, the Cortland County Legislature recommends the creation of a Special Taxing District for the properties directly surrounding Little York Lake, AND

WHEREAS, the name of this district would be the “Little York Lake Protection and Rehabilitation District”, hereinafter referred to as “District”, AND

WHEREAS, the Cortland County Legislature find that it is in the public's interest to establish this Special Taxing District, AND

WHEREAS, the Cortland County Soil and Water Conservation District will be the administrative agent for the District at no cost except for the reimbursement for direct costs from the Little York Lake Preservation Society, Inc., AND

WHEREAS, after receiving the maps, plans, reports and recommendations from the Little York Lake Preservation Society, Inc., it is the recommendation of the Agricultural, Planning and Environmental Committee to create this District, AND

WHEREAS, the District will include the tax map parcels highlighted on the attached map, AND

WHEREAS, a public hearing was held on October 26, 2021 at 60 Central Avenue, Room 308, Cortland, New York 13045 for any and all persons wishing to speak regarding the creation of this District pursuant to County Law § 254, NOW THEREFORE BE IT

RESOVLED, that the Special Taxing District known as the “Little York Lake Protection and Rehabilitation District” be and hereby is created as of January 1, 2023 subject to referendum, AND BE IT FURTHER

RESOLVED, that Cortland County Real Property Tax Services and the County Treasurer be and hereby are authorized to implement and collect this special tax.

**AGENDA ITEM NO. 11 – Abolish Temporary Position of Planning Advisor - Planning Department**

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

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

**ON MOTION OF FITCH****RESOLUTION NO. 299-21****Abolish Temporary Position of Planning Advisor - Planning Department**

WHEREAS, Resolution No. 126-21 established and authorized a temporary position of Planning Advisor for an eighteen month period, AND

WHEREAS, the Planning Department no longer has a need for this temporary position, NOW THEREFORE BE IT

RESOLVED, that the position of Planning Advisor is hereby abolished effective December 31, 2021 at midnight.

**Referred from Judiciary & Public Safety Committee**

AGENDA ITEM NO. 12 – Amend the 2021 Budget to Accept Bureau of Justice Bulletproof Vest Partnership Grant - Sheriff's Department

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

**ON MOTION OF PRICE****RESOLUTION NO. 300-21****Amend the 2021 Budget to Accept Bureau of Justice Bulletproof Vest Partnership Grant - Sheriff's Department**

WHEREAS, the Bureau of Justice Assistance (BJA), funded under the Fiscal Year (FY) 2021 BVP Patrick Leahy Bulletproof Vest Partnership (BVP) solicitation, has awarded the Cortland County Sheriff's Office a FY 2021 grant in the amount of \$10,650, AND

WHEREAS, the fiscal period for this grant is April 1, 2021 to August 31, 2023, NOW THEREFORE BE IT

RESOLVED, the Cortland County Sheriff's Office is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget be amended as follows:

**REVENUE:**

|                     |                   |          |
|---------------------|-------------------|----------|
| A312043.43306.23BVP | FY 2021 BVP Grant | \$10,650 |
|---------------------|-------------------|----------|

**EXPENSE:**

|                     |                               |          |
|---------------------|-------------------------------|----------|
| A312055.52015.23BVP | Department Specific Equipment | \$10,650 |
|---------------------|-------------------------------|----------|

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with Bureau of Justice Assistance (BJA) for the \$10,650 Bulletproof Vest Partnership 2021 award, AND BE IT FURTHER

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

AGENDA ITEM NO. 13 – Authorize 2022 Contract and Accept Funds with the New York State Office of Children and Family Services to Support the Cortland County Child Advocacy Center - District Attorney

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

ON MOTION OF PRICE

RESOLUTION NO. 301-21

**Authorize 2022 Contract and Accept Funds with the New York State Office of Children and Family Services to Support the Cortland County Child Advocacy Center - District Attorney**

WHEREAS, a Child Advocacy Center (“CAC”) has been created in Cortland County to facilitate the most efficient and effective handling of cases involving child victims of sexual and physical abuse, AND

WHEREAS, said program is funded by a New York State grant through the New York State Office of Children and Family Services (“OCFS”), AND

WHEREAS, said grant will henceforth be received by Cortland County on behalf of the District Attorney of Cortland County (“DA”), by contract with OCFS assigning the DA as the lead agency with authority and responsibility to administer grant funds, which OCFS advises will total \$161,299 for the OCFS fiscal year 2022, to pay the expenses of running the CAC, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign an agreement for the time period February 1, 2022 through January 31, 2023 with OCFS, and the DA be and hereby is authorized to administer funds received from OCFS for the CAC, in an amount not to exceed \$161,299 as follows:

|       |                      |             |
|-------|----------------------|-------------|
| 51005 | Personnel            | \$78,278.00 |
| 54000 | I/D Phones           | \$906.00    |
| 54005 | Office Supplies      | \$500.00    |
| 54007 | Janitorial Supplies  | \$1,000.00  |
| 54020 | Postage              | \$300.00    |
| 54035 | Training & Staff Dev | \$9,500.00  |
| 54040 | Dues & Memberships   | \$1,684.00  |
| 54045 | Travel & Sustenance  | \$1,200.00  |
| 54048 | Program Supplies     | \$914.00    |
| 54800 | Program Expense      | \$100.00    |

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|              |                     |                     |
|--------------|---------------------|---------------------|
| 54070        | Liability Insurance | \$4,077.00          |
| 54213        | I/D Copier          | \$784.00            |
| 54800        | Program Expense     | \$25,500.00         |
| 58020        | Retirement          | \$10,959.86         |
| 58030        | FICA                | \$5,988.47          |
| 58040        | Worker's Comp       | \$3,546.91          |
| 58060        | HI                  | \$15,956.83         |
| 58062        | Dental              | \$88.25             |
| 58065        | Vision              | \$15.68             |
| <b>TOTAL</b> |                     | <b>\$161,299.00</b> |

, AND BE IT FURTHER

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

AGENDA ITEM NO. 14 – Authorize Agreement Between Cortland County and the County Police Association of Cortland County (CPAC)

**RESULT: REFER TO COMMITTEE - NO VOTE**

**Next: 12/2/2021 10:00 AM**

ON MOTION OF PRICE

RESOLUTION NO.

**Authorize Agreement Between Cortland County and the County Police Association of Cortland County (CPAC)**

WHEREAS, Cortland County and the County Police Association of Cortland County (CPAC) negotiating committees have met to negotiate a new contract, AND

WHEREAS, the negotiating committees have agreed on a new contract beginning January 1, 2022 through December 31, 2025, AND

WHEREAS, the County Police Association of Cortland County ratified the contract on October 27, 2021, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the County Police Association of Cortland County contract.

**Referred from Government Operations Committee**

AGENDA ITEM NO. 15 – Authorize Grant Application for Laserfiche Scanning Software - County Clerk

**RESULT: ADOPTED [UNANIMOUS]**

**MOVER:** Susan Wilson, Legislator

**SECONDER:** Beau Harbin, Minority Leader

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

**Authorize Grant Application for Laserfiche Scanning Software - County Clerk**

WHEREAS, in 2017 Cortland County participated in a grant with Tompkins County that provided Laserfiche scanning software for each county department , AND

WHEREAS, in 2019, the Cortland County Clerk/Records Management Officer applied for and was awarded a Shared Municipal Grant with the Town of Cortlandville and the City of Cortland to continue and expand this scanning project, AND

WHEREAS, the County Clerk/Records Management Officer recommends applying for another Shared Municipal Grant to include the County and three additional towns through the NYS Archives Local Government Records Management Improvement Fund to purchase additional digital storage and to provide scanning services, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes the County Administrator, upon review by the County Attorney or designee, to sign the grant agreement, AND BE IT FURTHER

RESOLVED, that the Director of Finance be and hereby is authorized to accept the funds if awarded and create an account for said funds upon notice of the grant award.

AGENDA ITEM NO. 16 – Mortgage Tax Disbursement April 1, 2021-September 30, 2021 - County Clerk

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

**Mortgage Tax Disbursement April 1, 2021-September 30, 2021 - County Clerk**

WHEREAS, in accordance with NYS Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for April 1, 2021-September 30, 2021, has been prepared and submitted by the Cortland County Clerk and has been approved by the New York State Department of Taxation and Finance, AND

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

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

RESOLVED that the Cortland County Legislature authorize the County Treasurer to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by electronic bank deposit based on the request of the receiving municipality.

|                      |              |
|----------------------|--------------|
| Cortland, City of    | \$116,661.90 |
| Cincinnatus, Town of | 9,079.99     |

|                        |                     |
|------------------------|---------------------|
| Cortlandville, Town of | 100,788.45          |
| McGraw, Village of     | 301.33              |
| Homer, Village of      | 2,815.85            |
| Cuyler, Town of        | 6,563.11            |
| Freetown, Town of      | 7,687.24            |
| Harford, Town of       | 5,965.63            |
| Homer, Town of         | 49,929.34           |
| Homer Village of       | 37,635.27           |
| Lapeer, Town of        | 6,939.43            |
| Marathon, Town of      | 9,964.15            |
| Marathon, Village of   | 5,318.30            |
| Preble, Town of        | 9,418.02            |
| Scott, Town of         | 6,284.78            |
| Solon, Town of         | 5,261.67            |
| Taylor, Town of        | 4,018.05            |
| Truxton, Town of       | 6,307.26            |
| Virgil, Town of        | 38,425.58           |
| <u>Willet, Town of</u> | <u>4,435.56</u>     |
| <b>TOTAL</b>           | <b>\$433,800.91</b> |

AGENDA ITEM NO. 17 – Authorize Agreement Several Agencies - Personnel/Civil Service

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

**ON MOTION OF WILSON**

**RESOLUTION NO. 304-21**

**Authorize Agreement Several Agencies - Personnel/Civil Service**

WHEREAS, the Personnel Department contracts for various professional services to assist in the provision of services, AND

WHEREAS, funds have been allocated and proposed in the 2022 budget in account numbers as

indicated below NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to execute agreements beginning December 31, 2021 for or with the following to be paid from the accounts listed, and in accordance with the attached:

|                                          |               |                     |
|------------------------------------------|---------------|---------------------|
| One Group                                | CH90605-54055 | 12/31/21 - 12/31/22 |
| Family and Children's Services of Ithaca | A14305-54615  | 12/31/21 - 12/31/23 |
| Psychological Resources                  | A14305-54615  | 12/31/21 - 12/31/23 |
| Family Health Network                    | A14305-54615  | 12/31/21 - 12/31/23 |
| Coughlin & Gerhart, LLP                  | A14305-54063  | 12/31/21 - 12/31/23 |
| Evolution Consulting                     | A14305-54615  | 12/31/21 - 12/31/23 |
| ESI Group                                | A14305-54615  | 12/31/21 - 12/31/23 |
| BPAS                                     | CH90605-54055 | 12/31/21 - 12/31/23 |

AGENDA ITEM NO. 18 – Authorize Agreement for Public Safety Psychology - Personnel/Civil Service

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

ON MOTION OF WILSON

RESOLUTION NO. 305-21

**Authorize Agreement for Public Safety Psychology - Personnel/Civil Service**

WHEREAS, the Personnel Department contracts for various professional services, AND

WHEREAS, there is a need to contract with an agency to conduct two part psychological evaluations in accordance with the Department of Criminal Justice Services Emergency Order effective October 16, 2021, AND

WHEREAS, funds have been allocated in the 2021 budget in the account number indicated below, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to execute an agreement beginning November 19, 2021 to be paid from the account listed:

|                          |              |                     |
|--------------------------|--------------|---------------------|
| Public Safety Psychology | A14305-54615 | 11/19/21 - 12/31/23 |
|--------------------------|--------------|---------------------|

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

AGENDA ITEM NO. 19 – Amend Management/Management Confidential Compensation Policy Grade and Step Schedule for 2022 - Government Operations

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

**ON MOTION OF WILSON**

**RESOLUTION NO. 306-21**

**Amend Management/Management Confidential Compensation Policy Grade and Step Schedule for 2022 - Government Operations**

WHEREAS, the Cortland County Legislature adopted a local law on November 14, 2011 entitled “A Local Law to Adopt the County of Cortland Employment Policy Manual for Department Heads, Management Employees, Management/Confidential Employees and a Grade and Step plan for employees falling under the plan,” AND

WHEREAS, the Management/Management Confidential Employee Policy Manual states that employees covered under this policy shall receive an annual adjustment equal to the increase given to CSEA unit 6550, AND

WHEREAS, the 2022 adopted County budget includes a 2% cost of living adjustment for Management/Management Confidential employees, NOW, THEREFORE, BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and directs a 2% cost of living adjustment for those employees who in the “County of Cortland Employment Policy Manual for Department Heads, Management Employees, Management/Confidential Employees and a Grade and Step plan for employees falling under the plan” effective January 1, 2022 in accordance with the following schedule:

Management

| Grade | Step 1   | Step 2   | Step 3   | Step 4    | Step 5    | Step 6    |
|-------|----------|----------|----------|-----------|-----------|-----------|
| 1     | \$88,977 | \$92,537 | \$96,238 | \$100,087 | \$104,089 | \$108,254 |
| 2     | \$82,768 | \$86,081 | \$89,523 | \$92,797  | \$96,827  | \$100,701 |
| 3     | \$76,995 | \$80,074 | \$83,277 | \$86,609  | \$90,073  | \$93,675  |
| 4     | \$71,623 | \$74,487 | \$77,468 | \$80,566  | \$83,789  | \$87,139  |
| 5     | \$66,626 | \$69,291 | \$72,062 | \$74,944  | \$77,943  | \$81,060  |
| 6     | \$61,977 | \$64,456 | \$67,035 | \$69,716  | \$72,505  | \$75,405  |
| 7     | \$57,653 | \$59,961 | \$62,357 | \$64,853  | \$67,446  | \$70,144  |
| 8     | \$53,630 | \$55,777 | \$58,010 | \$60,328  | \$62,741  | \$65,251  |
| 9     | \$49,890 | \$51,885 | \$53,961 | \$56,118  | \$58,363  | \$60,698  |
| 10    | \$46,409 | \$48,265 | \$50,197 | \$52,202  | \$54,293  | \$56,464  |
| 11    | \$43,171 | \$44,897 | \$46,694 | \$48,561  | \$50,504  | \$52,523  |

Management  
Confidential

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|   |         |         |         |         |         |         |
|---|---------|---------|---------|---------|---------|---------|
| 5 | 22.7399 | 23.6497 | 24.5957 | 25.5794 | 26.6025 | 27.6668 |
| 4 | 21.0202 | 21.8609 | 22.7354 | 23.6449 | 24.5906 | 25.5743 |
| 3 | 20.2116 | 21.0202 | 21.8609 | 22.7354 | 23.6449 | 24.5906 |
| 2 | 19.4344 | 20.2116 | 21.0202 | 21.8609 | 22.7354 | 23.6449 |
| 1 | 18.6869 | 19.4344 | 20.2116 | 21.0202 | 21.8609 | 22.7354 |

AGENDA ITEM NO. 20 – Adopt Local Law 9 for the Year 2021 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

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

ON MOTION OF WILSON

RESOLUTION NO. 307-21

**Adopt Local Law 9 for the Year 2021 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office**

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

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

RESOLVED, that Local Law 9 for the year 2022 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law, AND BE IT FURTHER

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

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

**SECTION 1.**  
**LEGISLATIVE INTENT**

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

**SECTION II.**

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

**SECTION III.**

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

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

**Elected office include:**

County Clerk  
County Coroner (s)  
County Sheriff  
County Treasurer

**Officers appointed for a fixed term include:**

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

**SECTION IV:**

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

AGENDA ITEM NO. 21 – Adopt Local Law 10 for the Year 2022 a Local Law Setting the Salary of Cortland County Election Commissioners

|                  |                                                                                                           |
|------------------|-----------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [13 TO 4]</b>                                                                                  |
| <b>MOVER:</b>    | Susan Wilson, Legislator                                                                                  |
| <b>SECONDER:</b> | Beau Harbin, Minority Leader                                                                              |
| <b>AYES:</b>     | Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Newell, Waldbauer, Price, Wagner, Heider |
| <b>NAYS:</b>     | Linda Jones, Kelly L. Fairchild-Preston, Joseph Nauseef, Mitchel Eccleston                                |

**ON MOTION OF WILSON**

**RESOLUTION NO. 308-21**

**Adopt Local Law 10 for the Year 2022 a Local Law Setting the Salary of Cortland County Election Commissioners**

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

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

RESOLVED, that Local Law 10 for the year 2022 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law, and be it further

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

NOW, THEREFORE

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

**Section I:**

Pursuant to Election Law §3-208, each Cortland County Election Commissioner shall receive an equal annual salary, to be fixed by the County Legislature.

**Section II:**

The annual salary for each Cortland County Election Commissioner shall be increased from \$32,479.86 to 33,792.05 for fiscal year 2022 and paid over the balance of 2022 calendar year, upon the effective date of this local law.

**Section III:**

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

AGENDA ITEM NO. 22 – Set Health Insurance Rates 2022 - Cortland County Insurance Program - Personnel Department

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

**ON MOTION OF WILSON**

**RESOLUTION NO. 309-21**

**Set Health Insurance Rates 2022 - Cortland County Insurance Program - Personnel Department**

WHEREAS, the County sets premium equivalent rates to be charged to employees, retirees and/or County agencies participating in the County's Health, Dental and Vision Insurance programs, AND

WHEREAS, said premiums are based upon claims experience within each program, AND

WHEREAS, One Group has recommended premium equivalents based upon projected claims during the period January 1, 2021 through December 31, 2021, NOW THEREFORE BE IT

RESOLVED, that effective January 1, 2022, the premium equivalents to be charged to the employees, retirees and/or County agencies participating in the Cortland County Health Insurance Program shall be in accordance with the schedule below:

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## MONTHLY INSURANCE PREMIUM EQUIVALENT RATES

**HEALTH INSURANCE RATES - TRADITIONAL PLAN**

|            | <b><u>2021</u></b> | <b><u>2022</u></b> | NO CHANGE |
|------------|--------------------|--------------------|-----------|
| Individual | \$ 782.64          | \$ 782.64          |           |
| Family     | \$1903.67          | \$ 1903.67         |           |

**HEALTH INSURANCE RATES - PPO PLAN**

(for all employees hired in the General, Corrections, Civilian, and DOERC unions 1/1/2020 and after)

|            | <b><u>2021</u></b> | <b><u>2022</u></b> | NO CHANGE |
|------------|--------------------|--------------------|-----------|
| Individual | \$704.38           | \$704.38           |           |
| Family     | \$1713.30          | \$1713.30          |           |

**DENTAL INSURANCE RATES**

|            | <b><u>2021</u></b> | <b><u>2022</u></b> | NO CHANGE |
|------------|--------------------|--------------------|-----------|
| Individual | \$15.04            | \$15.04            |           |
| Family     | \$60.17            | \$60.17            |           |

**VISION INSURANCE RATES**

|            | <b><u>2021</u></b> | <b><u>2022</u></b> | NO CHANGE |
|------------|--------------------|--------------------|-----------|
| Individual | \$3.25             | \$3.25             |           |
| Family     | \$13.00            | \$13.00            |           |

AGENDA ITEM NO. 23 – Rescind Resolution 170-06 Creating the Office of Majority Leader and Minority Leader

**RESULT: REFER TO COMMITTEE - NO VOTE****Next: 12/2/2021 10:00 AM****ON MOTION OF WILSON****RESOLUTION NO.****Rescind Resolution 170-06 Creating the Office of Majority Leader and Minority Leader**

WHEREAS, the Cortland County Legislature adopted Resolution No. 170-06 which created the offices of Majority Leader and Minority Leader with two year terms, AND

WHEREAS, the Cortland County Legislature has updated the Rules of Order and now needs to rescind Resolution No. 170-06, NOW THEREFORE BE IT

RESOLVED, that Resolution No. 170-06 be and hereby is rescinded effective January 1, 2022.

AGENDA ITEM NO. 24 – Adopt of Rules of Order - Cortland County Legislature

A roll call vote was taken as follows:

|               | <u>Votes</u> | <u>AYE</u> | <u>NAY</u> | <u>Total</u> |
|---------------|--------------|------------|------------|--------------|
| Bentley (LD1) | <b>2744</b>  | 1          |            | 2744         |

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|                  |       |   |   |       |
|------------------|-------|---|---|-------|
| Bischoff (LD3)   | 2743  | 1 |   | 2743  |
| Eccleston (LD17) | 3379  | 1 |   | 3379  |
| Fitch (LD8)      | 2990  |   | 1 | 0     |
| Harbin (LD2)     | 2747  | 1 |   | 2747  |
| Heider (16)      | 3192  | 1 |   | 3192  |
| Homer (LD7)      | 2743  | 1 |   | 2743  |
| Jones (LD9)      | 2989  |   | 1 | 0     |
| Nauseef (LD12)   | 2819  |   | 1 | 0     |
| Newell (LD11)    | 2837  | 1 |   | 2837  |
| Preston (LD10)   | 2995  |   | 1 | 0     |
| Price (LD14)     | 3344  | 1 |   | 3344  |
| Stock (LD6)      | 2740  | 1 |   | 2740  |
| VanDee (LD4)     | 2743  | 1 |   | 2743  |
| Wagner (LD 15)   | 2734  |   | 1 | 0     |
| Waldbauer (LD13) | 2853  | 1 |   | 2853  |
| Wilson (LD5)     | 2744  | 1 |   | 2744  |
| Total            | 49336 |   |   | 34809 |

Majority 24669  
2/3rd 32892

|                  |                                                                                                       |
|------------------|-------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [12 TO 5]</b>                                                                              |
| <b>MOVER:</b>    | Susan Wilson, Legislator                                                                              |
| <b>SECONDER:</b> | Beau Harbin, Minority Leader                                                                          |
| <b>AYES:</b>     | Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Newell, Waldbauer, Price, Heider, Eccleston |
| <b>NAYS:</b>     | Fitch, Jones, Fairchild-Preston, Nauseef, Wagner                                                      |

#### ON MOTION OF WILSON

#### RESOLUTION NO. 310-21

#### Adopt of Rules of Order - Cortland County Legislature

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 Cortland County Legislature adopted Resolution No. 222-21 revising said Rules, AND

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

RESOLVED, that the "Rules of Order for the Cortland County Legislature" are hereby adopted, AND BE IT FURTHER

RESOLVED, that all resolutions, which amend, repeal or in any manner affect these rules shall include proper reference to section, subsection or paragraph to maintain an orderly codification of these rules, AND BE IT FURTHER

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

RESOLVED, that this resolution shall take effect January 1, 2022.

## Referred from Highway Committee

## Referred from Finance & Administration Committee

### AGENDA ITEM NO. 25 – Rescind Resolution No. 58-17 and Adopt Amended Fund Balance Policy

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

#### ON MOTION OF WAGNER

#### RESOLUTION NO. 311-21

#### **Rescind Resolution No. 58-17 and Adopt Amended Fund Balance Policy**

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

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

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

RESOLVED, that the Cortland County Legislature hereby rescinds Resolution No. 58-17 and replaces Fund Balance Policy 05-02 with the attached amended Cortland County Fund Balance Policy, AND BE IT FURTHER

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

### AGENDA ITEM NO. 26 – Refunding Bond Resolution of the County of Cortland, New York Authorizing the Refunding of County (Serial) Bonds and Providing for Other Matters in Relation Thereto and the Payment of the Bonds to be Refunded

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

#### ON MOTION OF WAGNER

#### RESOLUTION NO. 312-21

#### **Refunding Bond Resolution of the County of Cortland, New York Authorizing the Refunding of County (Serial) Bonds and Providing for Other Matters in Relation Thereto and the Payment of the Bonds to be Refunded**

**WHEREAS**, the County of Cortland, New York (the “County”) has outstanding \$5,645,000 of General Obligation (Serial) Bonds, 2015 dated February 27, 2015 originally issued in the aggregate principal amount of \$7,452,000 (the “Refunded Bonds”); and

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**WHEREAS**, the Refunded Bonds carry interest rates that are higher than interest rates available in the current capital markets; and

**WHEREAS**, it is now desired to authorize the County Treasurer, as Chief Fiscal Officer to refund and refinance all or a portion of the Refunded Bonds in order to achieve lower interest rates and present value debt service savings.

**NOW, THEREFORE BE IT RESOLVED, ON NOVEMBER 18, 2021, BY THE COUNTY LEGISLATURE OF THE COUNTY OF CORTLAND, NEW YORK (by favorable vote of not less than two thirds of said Legislature) AS FOLLOWS:**

**Section 1.** For the object or purpose of refunding the outstanding principal balance of the Refunded Bonds (or such portion thereof as the Chief Fiscal Officer shall determine to be in the best financial interests of the County) including providing moneys which, together with the interest earned from the investment of certain of the proceeds of the refunding bonds herein authorized, shall be sufficient to pay (i) the principal amount of the Refunded Bonds, (ii) the aggregate amount of unmatured interest payable on the Refunded Bonds to and including the date on which the Refunded Bonds which are callable are to be called prior to their respective maturities in accordance with the Refunding Financial Plan, as hereinafter defined, (iii) the costs and expenses incidental to the issuance of the Refunding Bonds herein authorized, including, without limitation, the development of the Refunding Financial Plan, as hereinafter defined, costs and expenses of executing and performing the terms and conditions of the Escrow Contract, as hereinafter defined, and fees and charges of the Escrow Holder, as hereinafter defined, (iv) the redemption premium to be paid on the Refunded Bonds which are to be called prior to their respective maturities; and (v) the premium or premiums for a policy or policies of municipal bond insurance or cost or costs of other credit enhancement facility or facilities, for the refunding bonds herein authorized, or any portion thereof, there are hereby authorized to be issued not exceeding \$5,515,000 refunding serial bonds of the County pursuant to the provisions of Sections 90.00 or 90.10, as applicable, the Local Finance Law (the "County Refunding Bonds" or the "Refunding Bonds"), it being anticipated that the amount of Refunding Bonds actually to be issued will be approximately \$4,815,000, as provided in Section 7 hereof. The Refunding Bonds shall each be designated substantially "REFUNDING (SERIAL) BONDS, 2022", including a series designation, if appropriate, and shall be of the denomination of \$5,000 or any integral multiple thereof not exceeding the principal amount of each respective maturity, except for any necessary odd denominations. Such bonds shall be numbered with the prefix R followed by a dash and then from 1 upward, shall be dated on such dates, and shall mature annually on such dates in such years, bearing interest semi-annually on such dates, at the rate or rates of interest per annum, as may be necessary to sell the same, all as shall be determined County Treasurer pursuant to Section 4 hereof. It is hereby further determined that (a) such Refunding Bonds may be issued in series, (b) such Refunding Bonds may be sold at private sale at a discount in the manner authorized by subdivision 2 of paragraph f of Section 90.10 of the Local Finance Law, if applicable, and (c) such Refunding Bonds may be issued as a single consolidated issue. It is hereby further determined that such Refunding Bonds may be issued to refund all, or any portion of, the Refunded Bonds, subject to the limitation hereinafter described in Section 13 hereof relating to approval by the State Comptroller, if applicable.

**Section 2.** The Refunding Bonds may be subject to redemption prior to maturity upon such terms, if any, as the Chief Fiscal Officer shall prescribe, which terms shall be in compliance with the Local Finance Law.

**Section 3.** Principal and interest on the Refunding Bonds will be payable in lawful money of the United States of America. The Refunding Bonds shall be issued in registered form and shall not be registrable to bearer or convertible into bearer coupon form. The County Treasurer, as chief fiscal officer of the County, is hereby authorized, if necessary, to enter into an agreement or agreements containing such terms and conditions as he shall deem proper with a bank or trust company or banks or trust companies, to act in connection with the Refunding Bonds, as the Fiscal Agent for the County, to perform the services described in Section 70.00 of the Local Finance Law, and to execute such agreement or

agreements on behalf of the County, regardless of whether the Refunding Bonds are initially issued in certificated or non-certificated form.

**Section 4.** The Chief Fiscal Officer is hereby further designated all powers of this County Legislature with respect to agreements for credit enhancement, derived from and pursuant to Section 168.00 of the Local Finance Law, for said Refunding Bonds, including, but not limited to the determination of the provider of such credit enhancement facility or facilities and the terms and contents of any agreement or agreements related thereto.

**Section 5.** The Refunding Bonds shall be executed in the name of the County by the manual or facsimile signature of the County Treasurer, and a facsimile of its corporate seal shall be imprinted or impressed thereon. In the event of facsimile signature by the County Treasurer, the Refunding Bonds shall be authenticated by the manual signature of an authorized officer or employee of a bank or trust company acting in the capacity of the Fiscal Agent. To the extent applicable, the Refunding Bonds shall contain the recital required by subdivision 4 of paragraph j of Section 90.10 of the Local Finance Law, if applicable, and the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the County Treasurer shall determine. It is hereby determined that it is to the financial advantage of the County not to impose and collect from registered owners of the Refunding Bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the Fiscal Agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the Fiscal Agent.

**Section 6.** It is hereby determined that:

- ( ) the maximum amount of the Refunding Bonds authorized to be issued pursuant to this Resolution does not exceed the limitation imposed by subdivision 1 of paragraph b of Section 90.10 of the Local Finance Law;
- ( ) the maximum period of probable usefulness permitted by law at the time of the issuance of the Refunded Bonds was, for each of the objects or purposes for which such Refunded Bonds were issued is as provided in the refunded bond certificate, which is hereby incorporated herein by reference;
- ( ) the last installment of the Refunding Bonds will mature not later than the expiration of the period of probable usefulness of each object or purpose for which the Refunded Bonds were issued in accordance with the provisions of subdivision 1 of paragraph c of Section 90.10 of the Local Finance Law; and
- ( ) the estimated present value of the total debt service savings anticipated as a result of the issuance of the Refunding Bonds, if any, computed in accordance with the provisions of subdivision 2 of paragraph b of Section 90.10 of the Local Finance Law, is as shown in the Refunding Financial Plan described in Section 7 hereof.

**Section 7.** The financial plan for the refunding authorized by this resolution (the "Refunding Financial Plan"), showing the sources and amounts of all moneys required to accomplish such refunding, the estimated present value of the total debt service savings and the basis for the computation of the aforesaid estimated present value of total debt service savings, are set forth in Exhibit A attached hereto and made a part of this Resolution. The Refunding Financial Plan has been prepared based upon the assumption that the Refunding Bonds will be issued in the principal amount of \$4,815,000 and that the Refunding Bonds will mature, be of such terms, and bear interest as set forth in Exhibit A. This Legislature recognizes that the amount of the Refunding Bonds, maturities, terms, and interest rate or rates borne by the Refunding Bonds to be issued by the County will most probably be different from such assumptions and that the Refunding Financial Plan will also most probably be different from such Exhibit A. The County Treasurer is hereby authorized and directed to determine the amount of the Refunding Bonds to be issued, the date of such bonds and the date of issue, maturities and terms thereof, the provisions relating to the redemption of Refunding Bonds prior to maturity, if any, whether the Refunding

Bonds will be insured by a policy or policies of municipal bond insurance or otherwise enhanced by a credit enhancement facility or facilities, whether the Refunding Bonds shall be sold at a discount in the manner authorized by paragraph e of Section 57.00 of the Local Finance Law, and the rate or rates of interest to be borne thereby, whether the Refunding Bonds shall be issued with substantially level or declining annual debt service and all matters relating thereto, and to prepare, or cause to be provided, a final Refunding Financial Plan for the Refunding Bonds, and all powers in connection therewith are hereby delegated to the County Treasurer; provided, that the terms of the Refunding Bonds to be issued, including the rate or rates of interest borne thereby, shall comply with the requirements of Section 90.10 of the Local Finance Law, if applicable. The County Treasurer shall file a copy of his certificate determining the details of the Refunding Bonds and the final Refunding Financial Plan with the Clerk of the County Legislature not later than ten (10) days after the delivery of the Refunding Bonds, as herein provided.

**Section 8.** The County Treasurer is hereby authorized to enter into an escrow contract (the "Escrow Contract") with a bank or trust company located and authorized to do business in this State as he shall designate (the "Escrow Holder") for the purpose of having the Escrow Holder act, in connection with the Refunded Bonds, as the escrow holder to perform the services described in Section 90.10 of the Local Finance Law, if applicable.

**Section 9.** The faith and credit of the County are hereby irrevocably pledged to the payment of the principal of and interest on the Refunding Bonds as the same respectively become due and payable. To the extent debt service on such bonds is not paid from other sources, there shall annually be levied on all the taxable real property in the County a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

**Section 10.** To the extent required by law and if necessary to carry out the intent of the refunding financial plan, all of the proceeds from the sale of the Refunding Bonds, including the premium, if any, but excluding accrued interest thereon, shall immediately upon receipt thereof be placed in escrow with the Escrow Holder for the Refunded Bonds. Accrued interest, if any, on the Refunding Bonds shall be paid to the County to be expended to pay interest on the Refunding Bonds on the first interest payment date thereof. Such proceeds as are deposited in the escrow deposit fund to be created and established pursuant to the Escrow Contract, whether in the form of cash or investments, or both, inclusive of any interest earned from the investment thereof, shall be irrevocably committed and pledged to the payment of the principal of and interest on the Refunded Bonds in accordance with Sections 90.00 and 90.10 of the Local Finance Law, if applicable, and the holders, from time to time, of the Refunded Bonds shall have a lien upon such moneys held by the Escrow Holder. Such pledge and lien shall become valid and binding upon the issuance of the Refunding Bonds and the moneys and investments held by the Escrow Holder for the Refunded Bonds in the escrow deposit fund shall immediately be subject thereto without any further act. Such pledge and lien shall be valid and binding as against all parties having claims of any kind in tort, contract or otherwise against the County irrespective of whether such parties have notice thereof.

**Section 11.** Notwithstanding any other provision of the resolution, so long as any of the Refunding Bonds shall be outstanding, the County shall not use, or permit the use of, any proceeds from the sale of the Refunding Bonds in any manner which would cause any of the Refunding Bonds to be "arbitrage" bonds as that term is used in Section 148 of the Internal Revenue Code of 1986, as amended, and, to the extent applicable, the Regulations promulgated by the United States Treasury Department thereunder as then in effect.

**Section 12.** In accordance with the terms of the Refunded Bonds and the Bond Certificate relating thereto, as well as the provisions of Section 53.00 and of paragraph h of Section 90.10 of the Local Finance Law, if applicable, and subject only to the issuance of the Refunding Bonds as herein authorized, the County hereby elects to call in and redeem each series of Refunded Bonds on their respective first optional redemption date. The sum to be paid therefor on such redemption date shall be the par value thereof plus the redemption premium, if any as provided in the Refunded Bonds Certificate, and the accrued interest to such redemption date. The Escrow Agent for the Refunded Bonds is hereby

authorized and directed to cause notice of such call for redemption to be given in the name of the County in the manner and within the times provided in the Refunded Bonds Certificate. Such notice of redemption shall be in substantially the form attached to the Escrow Contract. Upon the issuance of the Refunding Bonds, the election to call in and redeem the callable Refunded Bonds and the direction to the Escrow Agent to cause notice thereof to be given as provided in this paragraph shall become irrevocable, provided that this paragraph may be amended from time to time as may be necessary in order to comply with the publication requirements of paragraph a of Section 53.00 of the Local Finance Law, or any successor law thereto.

**Section 13.** The Refunding Bonds shall be sold at public competitive sale or at private sale to an investment bank to be selected by the County Treasurer (the “Underwriter”) for such purchase price as shall be determined by the County Treasurer, plus accrued interest, if any, from the date of the Refunding Bonds to the date of delivery of and payment for the Refunding Bonds, subject to the approval of the terms and conditions of such sale by the State Comptroller as required by subdivision 2 of paragraph f of Section 90.10 of the Local Finance Law, if applicable. The County Treasurer is hereby authorized to execute and deliver a purchase contract or similar agreement for the Refunding Bonds in the name and on behalf of the County providing the terms and conditions for the sale and delivery of the Refunding Bonds to the Underwriter.

**Section 14.** The County Treasurer and the Clerk of the County Legislature and all other officers, employees and agents of the County are hereby authorized and directed for and on behalf of the County to execute and deliver all certificates and other documents, perform all acts and do all things required or contemplated to be executed, performed or done by this resolution or any document or agreement approved hereby.

**Section 15.** All other matters pertaining to the terms and issuance of the Refunding Bonds shall be determined by the County Treasurer and all powers in connection thereof are hereby delegated to the County Treasurer.

**Section 16.** The validity of the Refunding Bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

**Section 17.** The law firm of Trespasz & Marquardt, LLP is appointed bond counsel for the Refunding Bonds and Fiscal Advisors & Marketing, Inc. is appointed Financial Advisor for the Refunding Bonds.

**Section 18.** This resolution shall take effect immediately. The Clerk of the County Legislature is hereby authorized and directed to publish a summary of the foregoing resolution, together with a Notice in substantially the form prescribed by Section 81.00 of the Local Finance Law in the newspapers having general circulation in the County and designated the official newspapers of County for such publication.

## AGENDA ITEM NO. 27 – Authorize the 2022 Cortland County Tourism Marketing Grants

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

**ON MOTION OF WAGNER****RESOLUTION NO. 313-21****Authorize the 2022 Cortland County Tourism Marketing Grants**

WHEREAS, the Cortland County Legislature adopted Resolution No. 233-21 which authorized an agreement with the Cortland County Convention & Visitors Bureau for provision of public benefits services for promotion and publicity, AND

WHEREAS, the Convention & Visitors Bureau, per Resolution No. 233-21, shall be responsible for the distribution of occupancy funds as outlined in the Cortland County Tourism Marketing Grants Guidelines, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 232-21 designating the Cortland County Convention & Visitors Bureau as the Official Tourism Promotion Agency for Cortland County in accordance with New York State Tourism Promotion Act 5A, AND

WHEREAS, the Cortland County Convention and Visitor Bureau's Tourism Marketing Grant Review Group met in November 2021 to review applications for use of half of the occupancy tax funding for tourism marketing which encourages overnight stays at Cortland County lodging properties, and has recommended that certain amounts of funding be made available to the agency's that sought funding, AND

WHEREAS, that recommendation has been presented to the Legislature's Finance and Administration Committee for review and consideration as follows:

|                                          |           |
|------------------------------------------|-----------|
| Brockway Truck Preservation Society      | \$10,000  |
| Center for the Arts of Homer             | \$33,000  |
| Central NY Maple Festival                | \$6,000   |
| Cortland Crush NYCBL Baseball            | \$5,000   |
| Cortland County Historical Society       | \$13,477  |
| Cortland Main Street Music Series        | \$2,700   |
| Cortland Regional Sports Council         | \$120,000 |
| Cortland Repertory Theatre               | \$33,000  |
| Cortland Arts Connect (Cultural Council) | \$10,000  |
| Holiday in Homer                         | \$2,500   |
| Homer Cortland Community Agency          | \$18,000  |
| Homeville Museum                         | \$2,000   |
| JM McDonald Sports Complex               | \$20,000  |
| Lime Hollow Nature Center                | \$12,000  |
| Statewide Country Music Park             | \$5,000   |

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator or designee is hereby authorized to allocate

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funds in the 2022 adopted budget and the Cortland County Treasurer make payment to the Cortland County Convention & Visitor's Bureau, which will distribute the funds to the listed agencies shown above upon these agencies securing a signed contract with the Convention & Visitor's Bureau and providing eligible invoices and supporting documentation.

**AGENDA ITEM NO. 28 – Authorize the Use of Federal American Rescue Plan Funding for the Department of Information Technology**

Ms. Homer MADE A MOTION to consider agenda items 28-38 and 40-43 as a consent agenda, Ms. Preston SECONDED THE MOTION, and after a voice vote of members present, it was APPROVED.

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 314-21**

**Authorize the Use of Federal American Rescue Plan Funding for the Department of Information Technology**

WHEREAS, the Federal American Rescue Plan has allocated over \$9,000,000 to Cortland County, AND

WHEREAS, the COVID-19 pandemic greatly increased the demand on the Cortland County Department of Information Technology, AND

WHEREAS, the Department of Information Technology, upon recommendation of the County Administrator put forward a request for funding to the Cortland County Federal Aid Allocation Citizen's Advisory Committee for the following upgrades in the amount of \$408,000:

|                                                                                  |                  |
|----------------------------------------------------------------------------------|------------------|
| <b>Hardware:</b>                                                                 |                  |
| SAN - 22TB:                                                                      | \$85,000         |
| Server Refresh:                                                                  | \$32,500         |
| Disk to disk backup solution:                                                    | \$30,000         |
| 10GB network backbone for backups:                                               | \$25,000         |
| Switch refresh:                                                                  | \$80,000         |
| <b>Software:</b>                                                                 |                  |
| VMware Enterprise licensing:                                                     | \$80,000         |
| Server licenses:                                                                 | \$2,500          |
| <b>Consulting:</b>                                                               |                  |
| SAN configuration:                                                               | \$10,000         |
| VMware configuration:                                                            | \$10,000         |
| Security remediation:                                                            | \$13,000         |
| Network redundancy (based on independent network audit remediation suggestions): | \$40,000         |
| <b>TOTAL</b>                                                                     | <b>\$408,000</b> |

, AND

WHEREAS, it is the recommendation of the Federal Aid Allocation Citizen's Advisory

Committee to authorize the use of Federal American Rescue Plan funds for Information Technology infrastructure upgrades, improvements and maintenance in the amount of \$500,000, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes \$500,000 of the Federal American Rescue Plan funding be allocated to the Department of Information Technology for infrastructure upgrades, improvements and maintenance, AND BE IT FURTHER

RESOLVED, that the Director of Finance, upon approval of the County Administrator, be and hereby is authorized to transfer funds to the Department of Information Technology's current and future budgets as needed for infrastructure upgrades, improvements and maintenance up to \$500,000.

AGENDA ITEM NO. 29 – Authorize Allocation of American Rescue Plan Funding to the Cortland County Business Development Corporation

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

ON MOTION OF WAGNER

RESOLUTION NO. 315-21

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

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

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

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

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

WHEREAS, should the project(s) outlined in this resolution not begin by December 31, 2023, all

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funding provided by Cortland County is to be returned to Cortland County, NOW THEREFORE BE IT

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

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

AGENDA ITEM NO. 30 – Authorize Allocation of American Rescue Plan Funding to Catholic Charities of Cortland County

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 316-21**

**Authorize Allocation of American Rescue Plan Funding to Catholic Charities of Cortland County**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$150,000 of the federal aid revenue to Catholic Charities of Cortland County for the operation of their Pathways to Re-Entry Project, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$150,000 of the Federal

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American Rescue Plan funds to Catholic Charities of Cortland County for the operation of their Pathways to Re-Entry Project, 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 sign a contract with the Catholic Charities of Cortland County for said purposes.

AGENDA ITEM NO. 31 – Authorize Allocation of American Rescue Plan Funding to the Center for the Arts of Homer, Inc.

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

#### ON MOTION OF WAGNER

#### RESOLUTION NO. 317-21

#### Authorize Allocation of American Rescue Plan Funding to the Center for the Arts of Homer, Inc.

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$100,000 of the federal aid revenue to the Center for the Arts of Homer, Inc. for the heating, ventilation, air-conditioning and air sanitizing (HVAC/S) project at the Center for the Arts of Homer, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$100,000 of the Federal American Rescue Plan funds to the Center for the Arts of Homer, Inc. for the heating, ventilation, air-conditioning and air sanitizing (HVAC/S) project at the Center for the Arts of Homer, AND BE IT FURTHER

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RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Center for the Arts of Homer, Inc. for said purposes.

AGENDA ITEM NO. 32 – Authorize Allocation of American Rescue Plan Funding to the Central New York Living History Center (Homeville Museum)

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 318-21**

**Authorize Allocation of American Rescue Plan Funding to the Central New York Living History Center (Homeville Museum)**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$20,000 of the federal aid revenue to the Central New York Living History Museum, also known as the Homeville Museum, for the preliminary work (design, code research, drawings, engineering architectural fees, etc.) needed to enclose "The Carport" at the museum, which will be used as a community space for Cortland County residents, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$20,000 of the Federal American Rescue Plan funds to the Central New York Living History Museum, also known as the Homeville Museum, for the preliminary work (design, code research, drawings, engineering architectural fees, etc.) needed to enclose "The Carport" at the museum, which will be used as a community space for

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Cortland County residents, 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 sign a contract with the Central New York Living History Museum, also known as the Homeville Museum, for said purposes.

AGENDA ITEM NO. 33 – Authorize Allocation of American Rescue Plan Funding to the Cortland Agricultural Corporation

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 319-21**

**Authorize Allocation of American Rescue Plan Funding to the Cortland Agricultural Corporation**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$50,000 of the federal aid revenue to the Cortland Agricultural Corporation for the following:

- Install electric lines and hook-ups
- Install 6-7 cameras and wiring for security system
- Maintenance and upgrades to parking areas
- Relocating water lines.
- Installation of camper/RV dumping station
- Updating/expanding external lighting
- Signage to help guide people to the fairgrounds
- Replacement of several outdated wood bleacher sections around horse arena

, AND

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

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

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AND

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$50,000 of the Federal American Rescue Plan funds to the Cortland Agricultural Corporation for the purposes outlined in this resolution, 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 sign a contract with the Cortland County Agricultural Corporation for said purposes.

AGENDA ITEM NO. 34 – Authorize Allocation of American Rescue Plan Funding to the Cortland County SPCA

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

ON MOTION OF WAGNER

RESOLUTION NO. 320-21

**Authorize Allocation of American Rescue Plan Funding to the Cortland County SPCA**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$97,432 of the federal aid revenue to the Cortland County SPCA for kennels, a handicap accessible ramp, drainage repair and roofing at the Cortland County SPCA building, AND

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

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

WHEREAS, should the project(s) outlined in this resolution not begin by December 31, 2023, all

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funding provided by Cortland County is to be returned to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes \$97,432 of the Federal American Rescue Plan funds to the Cortland County SPCA for kennels, a handicap accessible ramp, drainage repair and roofing at the Cortland County SPCA building, AND BE IT FURTHER

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

AGENDA ITEM NO. 35 – Authorize Allocation of American Rescue Plan Funding to Grace and Holy Spirit Church

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 321-21**

**Authorize Allocation of American Rescue Plan Funding to Grace and Holy Spirit Church**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$90,000 of the federal aid revenue to Grace and Holy Spirit Church for the purchase of a generator, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$90,000 of the Federal American Rescue Plan funds to Grace and Holy Spirit Church for the purchase of a generator, AND BE

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IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with Grace and Holy Spirit Church for said purposes.

AGENDA ITEM NO. 36 – Authorize Allocation of American Rescue Plan Funding to the Cortland County Holstein Club

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

ON MOTION OF WAGNER

RESOLUTION NO. 322-21

**Authorize Allocation of American Rescue Plan Funding to the Cortland County Holstein Club**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$36,000 of the federal aid revenue to the Cortland County Holstein Club for improvements and upgrades to the wash rack and show ring surface, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$36,000 of the Federal American Rescue Plan funds to the Cortland County Holstein Club for improvements and upgrades to the wash rack and show ring surface, 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 sign a contract with the Cortland County Holstein Club for

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said purposes.

**AGENDA ITEM NO. 37 – Authorize Allocation of American Rescue Plan Funding to the JM McDonald Sports Complex**

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 323-21**

**Authorize Allocation of American Rescue Plan Funding to the JM McDonald Sports Complex**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$56,000 of the federal aid revenue to the JM McDonald Sports Complex for replacement of the front doors and the ice rink compressors control system at the complex, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$56,000 of the Federal American Rescue Plan funds to the JM McDonald Sports Complex for replacement of the front doors and the ice rink compressors control system at the complex, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee, be and hereby is authorized to sign a contract with the JM McDonald Sports Complex for said purposes.

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AGENDA ITEM NO. 38 – Authorize Allocation of American Rescue Plan Funding to the Lime Hollow Nature Center

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

**ON MOTION OF WAGNER**

**RESOLUTION NO. 324-21**

**Authorize Allocation of American Rescue Plan Funding to the Lime Hollow Nature Center**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$95,000 of the federal aid revenue to the Lime Hollow Nature Center for the purposes of rebuilding the Gus Barn at the Lime Hollow Nature Center, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$95,000 of the Federal American Rescue Plan funds to the Lime Hollow Nature Center for the purposes of rebuilding the Gus Barn at the Lime Hollow Nature Center, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee, be and hereby is authorized to sign a contract with the Lime Hollow Nature Center for said purposes.

AGENDA ITEM NO. 39 – Authorize Allocation of American Rescue Plan Funding to Rose Hall

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

|                  |                                                                                                                   |
|------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [14 TO 3]</b>                                                                                          |
| <b>MOVER:</b>    | George Wagner, Majority Leader                                                                                    |
| <b>SECONDER:</b> | Ann Homer, Legislator                                                                                             |
| <b>AYES:</b>     | Bentley, Harbin, Bischoff, Van Dee, Wilson, Stock, Homer, Fitch, Jones, Newell, Nauseef, Waldbauer, Price, Heider |
| <b>NAYS:</b>     | Kelly L. Fairchild-Preston, George Wagner, Mitchel Eccleston                                                      |

**ON MOTION OF WAGNER****RESOLUTION NO. 325-21****Authorize Allocation of American Rescue Plan Funding to Rose Hall**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$50,000 of the federal aid revenue to Rose Hall for seating renovation and rebuilding the stage, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$50,000 of the Federal American Rescue Plan funds to Rose Hall for seating renovation and rebuilding the stage, 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 sign a contract with the Rose Hall for said purposes.

AGENDA ITEM NO. 40 – Authorize Allocation of American Rescue Plan Funding to Cortland County Employment & Training and Grant Administration

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

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

**ON MOTION OF WAGNER****RESOLUTION NO. 326-21**

**Authorize Allocation of American Rescue Plan Funding to Cortland County Employment & Training and Grant Administration**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$100,000 of the federal aid revenue to the Cortland County Employment and Training and Grants Administration department for marketing, training and upskilling, and technology for the Cortland County workforce, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$100,000 of the Federal American Rescue Plan funds to the Cortland County Employment and Training and Grants Administration department for marketing, training and upskilling, and technology for the Cortland County workforce, 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 sign a contract with the Cortland County Employment and Training and Grants Administration department for said purposes.

AGENDA ITEM NO. 41 – Authorize Allocation of American Rescue Plan Funding to the Town of Cincinnatus

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

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

**ON MOTION OF WAGNER****RESOLUTION NO. 327-21****Authorize Allocation of American Rescue Plan Funding to the Town of Cincinnatus**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$50,000 of the federal aid revenue to the Town of Cincinnatus for sidewalk repair and replacement within the Town of Cincinnatus, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$50,000 of the Federal American Rescue Plan funds to the Town of Cincinnatus for sidewalk repair and replacement within the Town of Cincinnatus, 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 sign a contract with the Town of Cincinnatus for said purposes.

AGENDA ITEM NO. 42 – Authorize Allocation of American Rescue Plan Funding to Cortland County Soil and Water Conservation District for Stream Corridor Management

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

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

**ON MOTION OF WAGNER****RESOLUTION NO. 328-21**

**Authorize Allocation of American Rescue Plan Funding to Cortland County Soil and Water Conservation District for Stream Corridor Management**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$300,000 of the water, sewer and broadband infrastructure federal aid revenue to the Cortland County Soil and Water Conservation District to purchase material for a stream corridor management program, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$300,000 of the water, sewer and broadband infrastructure Federal American Rescue Plan funds to the Cortland County Soil and Water Conservation District to purchase material for a stream corridor management program, 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 sign a contract with the Cortland County Soil and Water Conservation District for said purposes.

AGENDA ITEM NO. 43 – Authorize Allocation of American Rescue Plan Funding to the Village of McGraw for Sewer Lift Station Repair

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

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

**ON MOTION OF WAGNER****RESOLUTION NO. 329-21**

**Authorize Allocation of American Rescue Plan Funding to the Village of McGraw for Sewer Lift Station Repair**

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$85,272 of the water, sewer and broadband infrastructure federal aid revenue to the Village of McGraw for sewer lift station repair at the Bennett Street, Port Watson Street and Polkville lift stations, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$85,272 of the water, sewer and broadband infrastructure Federal American Rescue Plan funds to the Village of McGraw for sewer lift station repair at the Bennett Street, Port Watson Street and Polkville lift stations, 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 sign a contract with the Village of McGraw for said purposes.

AGENDA ITEM NO. 44 – Amend Tentative 2022 County Budget

Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)

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

**ON MOTION OF WAGNER****RESOLUTION NO. 330-21****Amend Tentative 2022 County Budget**

WHEREAS, the County Administrator (Budget Officer) presented the 2022 Tentative County Budget to the Cortland County Legislature on October 12, 2021, AND

WHEREAS, a Public Hearing was held on October 26, 2021 at 6 p.m. in the Legislative Chambers, AND

WHEREAS, salary and salary related adjustments were made based on recently passed resolutions, AND

WHEREAS, the Legislature's Finance and Administration Committee has reviewed said budget and has recommended amendments, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the 2022 Tentative County Budget as on attached schedule.

**AGENDA ITEM NO. 45 – Adopt the 2022 County Budget**

|                  |                                                                                                                      |
|------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [14 TO 3]</b>                                                                                             |
| <b>MOVER:</b>    | George Wagner, Majority Leader                                                                                       |
| <b>SECONDER:</b> | Beau Harbin, Minority Leader                                                                                         |
| <b>AYES:</b>     | Bentley, Harbin, Bischoff, Wilson, Stock, Homer, Fitch, Newell, Nauseef, Waldbauer, Price, Wagner, Heider, Eccleston |
| <b>NAYS:</b>     | Ronald J. Van Dee, Linda Jones, Kelly L. Fairchild-Preston                                                           |

**ON MOTION OF WAGNER****RESOLUTION NO. 331-21****Adopt the 2022 County Budget**

WHEREAS, the Cortland County Administrator presented the 2022 Tentative Budget to the Cortland County Legislature on October 12, 2021, AND

WHEREAS, the Legislature's Finance & Administration Committee has reviewed said budget and recommends adoption as amended, AND

WHEREAS, a Public Hearing was held before this Legislature on October 26, 2021, NOW THEREFORE BE IT

RESOLVED that the 2022 tentative Cortland County budget be and hereby is adopted with a Real Property Tax Levy of \$37,728,555.00 and that the amounts set forth in the "Adopted" column of said budget be and hereby are appropriated for the objects and purposes specified.

**Announcements**

**5.1**

**Adjourn**

**Minutes Acceptance: Minutes of Nov 18, 2021 6:00 PM (Approval of Minutes)**

# Cortland County Health Department Annual Report 2020



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# Mission, Vision and Values

**Mission:** To promote health, prevent disease, injury, and disability while enhancing the quality of the life within our community

**Vision:** Healthy People in a Healthy Community

**Values:**

## **Leadership**

- We are recognized throughout the community for our integrity, advocacy, innovation and effective approach to public health

## **Transparency**

- We maintain the highest levels of professionalism, accountability, honesty and fairness as responsible public health professionals

## **Excellence**

- We have a strong commitment to quality, competency, and knowledge in order to provide optimal service to the community

## **Collaboration**

- We develop, nurture, and leverage key partnerships throughout the community to improve health and support a strong public health system

## **Inclusiveness**

- We promote a culture that encourages inclusivity, collaboration, flexibility, and approachability

## 2020 Fiscal Overview

|                                | Expenditures       | Revenue              | Net Cost           |
|--------------------------------|--------------------|----------------------|--------------------|
| Health Administration          | \$1,077,830        | (\$1,289,588)        | (\$211,758)        |
| Nursing                        | \$585,465          | (\$211,170)          | \$374,295          |
| Environmental Health           | \$657,334          | (\$242,929)          | \$414,405          |
| JCRH                           | \$321,429          | (\$296,346)          | \$25,083           |
| Children w/Special Needs       | \$1,027,201        | (\$739,471)          | \$287,730          |
| Pre K                          | \$1,390,306        | (\$614,775)          | \$775,531          |
| Youth Bureau                   | \$74,580           | (\$22,473)           | \$52,107           |
|                                |                    |                      |                    |
| <b>Total Health Department</b> | <b>\$5,134,145</b> | <b>(\$3,416,752)</b> | <b>\$1,717,393</b> |

The net cost in 2020 was **\$1,717,393**. The cost of Public Health in Cortland County is approximately **\$35/per person** (Cortland County Population, 47,823). Taking that further by removing the state mandated service (not a public health mandate) of CSN/PreK costs (**\$775,531**) brings the total net cost to **\$941,862**, for a total cost of Public Health programs and services to approximately **\$20/per person**. Overall the fiscal costs for 2020 were **\$510,694** more than 2019.

## Our Workforce

| Category                                                                                                                                                                                                                                                                                                                                                                                     | # or %                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| Total # of Employees:                                                                                                                                                                                                                                                                                                                                                                        | 50                                                            |
| # of FTE:                                                                                                                                                                                                                                                                                                                                                                                    | 35.3                                                          |
| % Paid by Grants/Contracts                                                                                                                                                                                                                                                                                                                                                                   | 51%                                                           |
| <b>Primary Professional Disciplines/Credentials:</b><br>Leadership/Administration:<br>Supervisory Staff/Manager:<br>Nurse:<br>Nurse Practitioner:<br>Public Health Sanitarian:<br>Public Health Engineer:<br>Public Health Educator:<br>Health Educator:<br>Medical Advisor:<br>Speech Language Pathologist:<br>Special Education Teacher:<br>Physical Therapist:<br>Occupational Therapist: | 3<br>4<br>4<br>2<br>4<br>1<br>6<br>1<br>1<br>4<br>4<br>4<br>2 |
| <b>Longevity:</b><br>< 5:<br>5-10:<br>>10:                                                                                                                                                                                                                                                                                                                                                   | 14<br>9<br>27                                                 |
| <b>Employees &lt; 5 Years from Retirement:</b><br>Management:<br>Non-Management:                                                                                                                                                                                                                                                                                                             | 0<br>1                                                        |

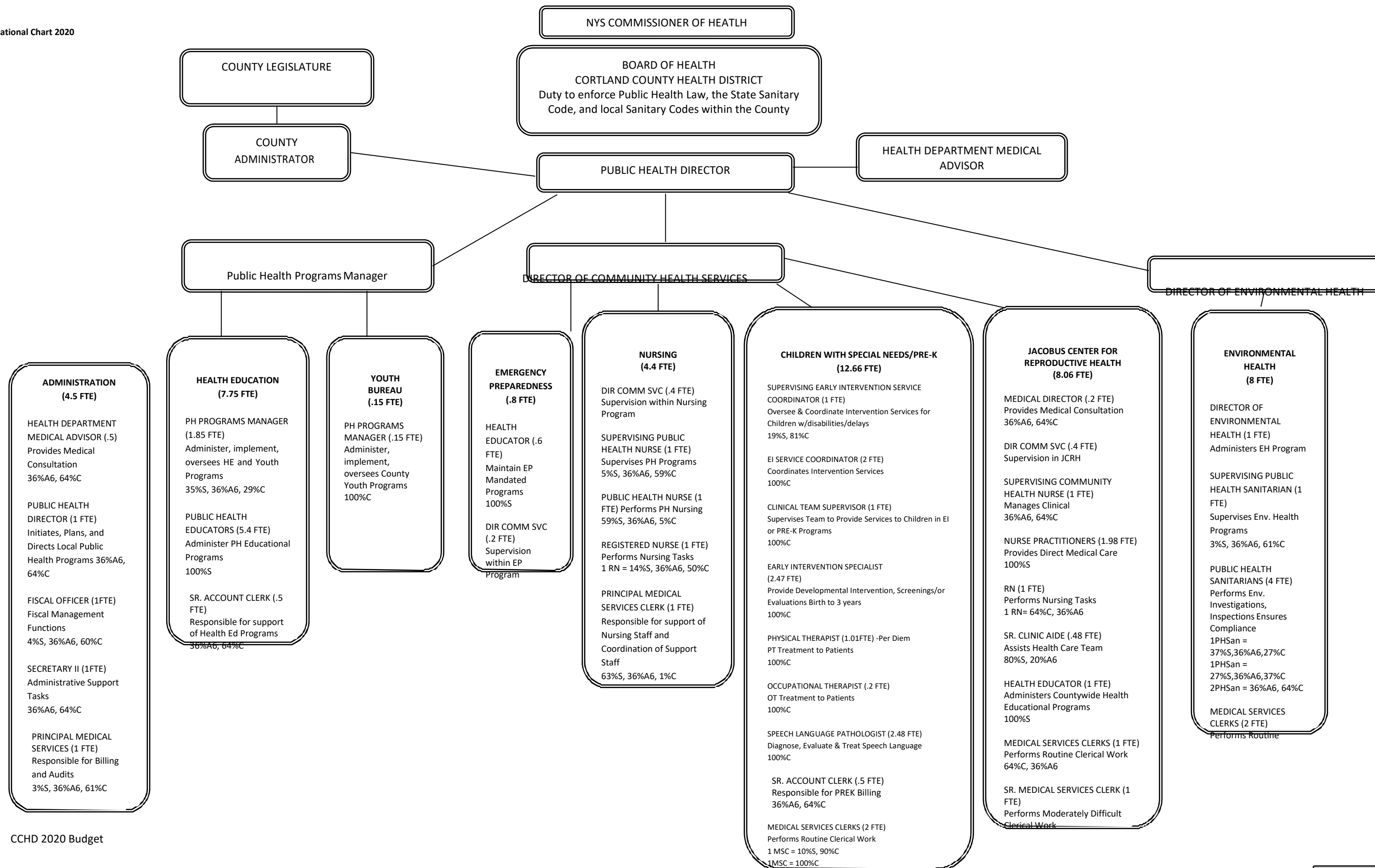
\*This is the current workforce as of December 2020\*

# Cortland County Board of Health 2020

**Marie Walsh***President**Term Expiration 12/31/2020***Bonnie C. Hodges, Ph.D.***Vice-President**Term Expiration 12/31/2025***Stuart Douglas, DDS***Term Expiration 12/31/2020***Cindy Johnson, MD***Term Expiration 12/31/2023***Ngozi Mezu-Patel, MD***Term Expiration 12/31/2022***Nicole Villapiano, MD***Term Expiration 12/31/2024***Mary Wright, RN***Term Expiration 12/31/2021***Cathy Bischoff***Health and Human Services Committee Chair**Term Expiration 12/31/2020*

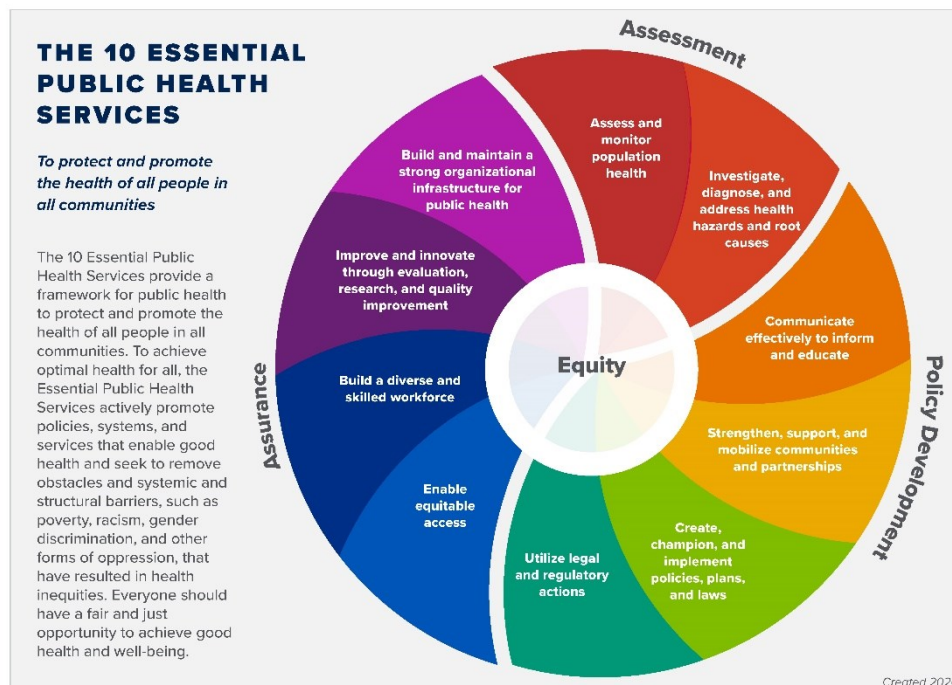
# CORTLAND COUNTY HEALTH DEPARTMENT ORGANIZATIONAL CHART

## Organizational Chart 2020



# Ten Essential Public Health Services

1. Assess and monitor population health status, factors that influence health, and community needs and assets
2. Investigate, diagnose, and address health problems and hazards affecting the population
3. Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it
4. Strengthen, support, and mobilize communities and partnerships to improve health
5. Create, champion, and implement policies, plans, and laws that impact health
6. Utilize legal and regulatory actions designed to improve and protect the public's health
7. Assure an effective system that enables equitable access to the individual services and care needed to be healthy
8. Build and support a diverse and skilled public health workforce
9. Improve and innovate public health functions through ongoing evaluation, research, and continuous quality improvement
10. Build and maintain a strong organizational infrastructure for public health.



The Essential Services provide a working definition of public health and a guiding framework for the responsibilities of local public health organizations. Reference: Centers for Disease Control and Prevention (CDC). The public health system & the 10 essential public health services. Retrieved from <https://www.cdc.gov/stltpublichealth/publichealthservices/essentialhealthservices.html> on 07/2/2021

## Health Administration

**DUTIES:** A county's legal responsibility to provide public health services is authorized by state statute and by any agreements or contracts governing the use of grant money to provide such services.

**STRUCTURE & STAFFING:** Health Administration is led by the Public Health Director. Appointed by the Board of Health, s/he is subject to the provisions of Section 356 of Public Health Law and responsible for initiating, planning, and directing local public health programs to implement and enforce the State and County Sanitary Code. A part time Medical Advisor serves as a medical consultant for the Health Department and the medical community specific to public health issues. A full time Director of Community Health Services oversees the Nursing and CSN Divisions, special projects and serves as the Health Department Corporate Compliance Officer (COVID duties superseded this). In the absence of the Public Health Director, the Director of Community Health Services is deputized to make all clinical decisions. A full time Fiscal Officer is responsible for planning, implementing and monitoring accounting and fiscal management functions for the department. Among other duties, a full time Confidential Secretary supports the Public Health Director, Board of Health, and Administrative staff.

**COSTS/REVENUE:** Local Health Department State Aid (Article 6 State Aid) provides a base grant of \$650,000. This goes towards the cost of core programs (including salaries but no fringe benefit) after revenues are subtracted. Additional costs are reimbursed at 36% after revenues are subtracted on core public health programing. There is revenue off-set to reimburse for fringe benefit costs that were not included in any revenue received as well as other indirect costs.

**CHALLENGES:** Cuts in state and federal funding along with the tax cap has decreased overall funding for state and local public health programs. Public

Health funding has been reduced at the federal level to offset the increased costs of preventive care covered under the Affordable Care Act. Decreased funding, staff loss due to attrition, an aging (shrinking) public health workforce and program cuts all contribute to a weakening public health infrastructure that will ultimately impact the health and well-being of our community. Grant funding is moreover targeting regional areas and multi- county applications, with emphasis on community collaboration.

## COVID-19 PANDEMIC

On March 1, 2020 the first COVID-19 case was confirmed in NYS, and on March 21, 2020, Cortland County confirmed our first two COVID-19 cases and first Cortland County COVID-19 death was reported on November 2, 2020. During this time, most all the public health programs and services were put on hold and all health department staff were part of the COVID-19 emergency response. Many other County Department staff provided assistance with quarantine and isolation requirements. These departments included Social Services, Mental Health and Probation.

Health Department staff worked with County Administration, County Legislatures, County Emergency Management, higher education (SUNY Cortland and TC3), local municipalities, area agencies and businesses, school districts, local hospital systems, medical providers and many others to implement communication and collaboration to decrease the spread within the community. Health Department staff worked seven days a week to facilitate messaging, quarantine/isolation activities and to prepare for COVID-19 vaccination clinics that would be starting in January 2021.

By the December 31<sup>st</sup>, the County had seen 2460 COVID-19 cases, 103 hospitalizations and 35 deaths (26 of these deaths within the local nursing homes).

## COMMUNITY HEALTH ASSESSMENT and IMPROVEMENT PLAN

The Cortland County Community Health Assessment and Improvement Plan, 2019-2024 (CHA/CHIP) presents demographic and health indicator data for Cortland County residents and describes interventions to address these challenges. The CHA/CHIP is designed to ensure that local health priorities reflect the needs of the community and ensure accountability in addressing those needs. The CHA/CHIP is framed around the 2019-2024 New York State Prevention Agenda which has identified an overarching goal of Improved Health Status and Reduce Disparities along five priority areas:

- Prevent Chronic Disease
- Promote a Healthy and Safe Environment
- Promote Healthy Women, Infants and Children
- Promote Well-Being and Prevent Mental and Substance Use Disorders
- Prevent Communicable Diseases

The health assessment process and the identification of interventions for the improvement plan were guided by the Community Assessment Team (CAT). The group included representatives from Cortland County Health Department (CCHD), Guthrie Cortland Medical Center, Seven Valleys Health Coalition, SUNY Cortland Institute for Civic Engagement, and the United Way of Cortland County and Area Agency on Aging.

The CHA provides a comprehensive overview of health indicator data for residents of Cortland County using the prevention agenda framework described above. The assessment was created following a formal data collection and analysis process which included regular review of indicators with the Community Assessment Team (CAT). Whenever possible, comparisons were made to rates for New York State (NYS) excluding New York City (NYC) as well as to Prevention Agenda objectives.

In addition to the data review process, the CCHD and the CAT conducted a community engagement effort reaching over 1,560 County residents. A Community Engagement Survey was designed and distributed to reach all County residents, and focus groups were conducted to reach populations at higher risk for poor health outcomes.

Priority areas that had been the focus for Cortland County since 2014 included both: Prevent Chronic Disease and Promote Healthy Women, Infants and Children, with the addition of Promote Mental Health and Prevent Substance Abuse in 2016. In November 2019, the Community Assessment Team (CAT) reaffirmed that two of these priority areas will be the focus for 2019-2024. These include Prevent Chronic Disease and Promote Well-Being and Prevent Mental and Substance Use Disorders (the name of this priority was changed for the new prevention agenda cycle).

The CHIP identifies several interventions that were selected to address health issues within the priority areas of Prevent Chronic Disease and Promote Well-Being and Prevent Mental and Substance Use Disorders. These interventions were selected based on their potential for broad impact and considerations made for the strengths and capacity of the CCHD and partners. The CHIP outlines activities, process measures, and partner agencies for each identified goal.

Within the priority area of *Prevent Chronic Disease*, focus areas include:

- Healthy Eating and Food Security
- Physical Activity

- Tobacco Prevention
- Preventative Care and Management

Within the priority areas of *Promote Well-Being and Prevent Mental and Substance Use Disorders*, focus areas include:

- Promote Well-Being
- Prevent Mental and Substance Use Disorders

## PHAB ACCREDITATION EFFORTS

The department's official accreditation journey began in October 2018, by submitting an application to PHAB to begin the accreditation process. The intense accreditation process provided the health department with a unique perspective to look at the department's efficiency and effectiveness. What this process also accomplished was to provide many different opportunities for teamwork and collaboration by all division staff from management to front line. Domain team efforts were outstanding, the time spent on meetings, gathering documentation and providing insight into each domain was essential to success. All department staff had a role in the accreditation process. Submission of over 300 documents was completed on February 20, 2020. After a review of the submitted documents, the expectation is to hear about additional documents required in early 2021, with a subsequent site visit in the Fall of 2021.

## BIRTHS AND DEATHS

### BIRTHS:

- 462 Cortland County children were born during 2020

### DEATHS:

- Total deaths: 423 deaths in 2020
- Average age: Men 73, Women 82

**LEADING CAUSES OF DEATH:**

- Cardiovascular Disease-34% (this is a significant reduction from the 5 year average of 27%)
- Cancer-14% (27% of these are lung cancer, well below the 5 year average of 30%)
- Old age/Dementia-15% (this is a decrease from 2019 (27%))
- Chronic Obstructive Pulmonary Disease (COPD)-8% (this is a slight decrease from 2019 (11%))

**CONTRIBUTING CAUSES:**

- Smoking-14% (no change from 2010 (20%))
- Hypertension- 7% (an increase from 2019 (12%))

**OVERDOSE DEATHS:**

- Opioid- 9 total 5 mixed with Fentanyl, 1 oxymorphone, 1 buprenorphine, 1 Brorphine, 1 just said Meth Toxicity. (drugs mixed with fentanyl, 7 in 2019)
- Multiple Drugs-5 (increase from 2019 (4))
- Alcohol-1 (higher than 2019 (4))

**PEDIATRIC DEATHS**

- (<19 years of age): 2 (increase from 2019 (0))

**SUICIDES:** 2 (same as 2019)

## Emergency Preparedness

**MANDATE, REGULATORY REQUIREMENT:** This program is a mandatory Core Public Health Service necessary to meet New York State eligibility for State Aid and fulfills public health emergency preparedness and response requirements.

**PURPOSE:** To be ready to deal effectively with all types of public health emergencies.

**STAFFING:** .675 FTE Health Educator; .20 FTE Director of Community Health Services/Interim Public Health Director

**COST/REVENUE:** State Emergency Preparedness Grant paid Cortland County \$57,325 in 2019-2020

**REQUIRED ACTIVITIES:** Required activities include planning, training, and maintaining readiness for public health emergencies. This is accomplished through participation in ongoing assessments of community public health emergency needs, education on public health emergency issues, development of public health emergency policies and plans to address public health emergency needs, and actions to assure the public health emergency services necessary to achieve agreed upon goals are provided.

All Health Department staff participate in Emergency Preparedness drills and exercises on an on-going basis. Emergency Management strategies (examples: Incident Command System (ICS) and Risk Communication) are implemented during public health activities in order to maintain staff proficiency with these principles. The Health Department is an active participant with Regional Health Emergency Preparedness Coalition (HEPC) and the County Local Emergency Preparedness Committee (LEPC), which allows for partner health departments, hospitals and other medical agencies, Emergency Management Services, Community partners/stakeholders and businesses to meet and train together in preparation of health related disaster management.

**SUCSESSES:**

- Activation of Health Incident Command Team in response to COVID-19 pandemic activities in March 2020.
- Review, revision and utilization of Public Health Emergency Preparedness and Response Plan and Guidance Document (2019) (PHEPRP), and Annex 4 CCHD Continuity of Operations Plan, Annex 6. Isolation and Quarantine Plan, Annex 7 Point of Distribution Standard Operating Guide, Annex 9 Pandemic Flu Plan Annex 10 Communicable Disease Policy and Procedures, Annex 13 COVID-19 Vaccine Plan
- Testing Activities October 23-25, 2020 at three sites utilizing CDMS for scheduling
- PPE supply coordination with Emergency Management in support of medical facilities, congregate housing and fire/police services, utilizing MERITS
- Daily status updates to leadership regarding trends, county data and guidance updates
- Utilization of IHANS to disseminate guidance and protocols to local partners
- Public Communications via website, social media, press releases and hotline activities supporting both and the pushing of information to the public and responding to their requests for information
- Training of investigations support of IQ activities using the CommCAre platform
- Surveillance Activities, using CommCAre, ECLRS, and coordination with Laboratories
- Planning for Vaccination Activities to commence January 2021

**CHALLENGES:**

- Declining staffing numbers and declining funding combined with continued mandates and grant deliverable requirements prompts the need for collaboration with community agencies to be able to meet performance expectations during drills, exercises and real events. In 2020-this was

more evident than ever as the entire health department was called upon to assist with COVID-19 response including I&Q activities 24/7; interpretation of ongoing and ever-changing guidance documents from NYSDOH and CDC and messaging to the community and to partners, leaving very little time for routine health department activities.

- The NYS DOH expects use of different computer programs (CDMS, MERITS, IHANS) during emergency situations and staff proficiency with the use of these programs is difficult to maintain with only occasional use.

## Health Education

Health Education is a mandated public health service and employs 5 full time (FTE) Public Health Educators, 1 FTE Health Educator, and 2 FTE Public Health Programs Manager whose salaries are covered almost exclusively by the following grants. Staff duties include grant writing, grant administration, reporting and public education.

### TRAFFIC SAFETY

**PURPOSE:** To decrease the number of preventable traffic related injuries in Cortland County through community education, programming and events.

**ESSENTIAL STATISTICS:** The 2020 preliminary data on the SAS Visual Analytics Report, lists 3 fatal and 279 non-fatal personal injury crashes in this county. Crashes are a significant cause of death, pain and suffering, and an economic burden to Cortland County. There were a total of 1,753 reported crashes in 2019, the highest number reported in more than 10 years. Although most crash victims in Cortland County in 2020 involved vehicle occupants, there was significant number of bicyclists, pedestrians, and motorcyclists that were injured severely enough to require hospitalization. There were 8 pedestrian/motor vehicle, 6 bicyclist/motor vehicle and 21 motor cycle crashes resulting in minor injuries to death. There were two motor cycle fatalities related to crashes in 2020. Police reported Cortland County crash summaries indicate that in 2020 there were: 38 crashes due to impaired driving (34 alcohol-related and 4 drug-related) resulting in 17 persons injured and two fatalities. There were 97 crashes due to speed resulting in 95 persons injured in Cortland County in 2020.

**STAFFING:** .35 FTE Program Coordinator, .25 FTE Public Health Programs Manager

**COST/REVENUE:** Fully grant funded (\$52,189) by the Governor's Traffic Safety Committee (GTSC) through the National Highway Traffic Safety Administration (NHTSA). It is intended to support state and local efforts to improve highway

safety money programs directed at identified highway safety problems. The GTSC's grant projects are funded for one year periods, based on the availability of federal funding and the performance of the grantee.

**PROGRAMS/GRANTS:** Injury Prevention and Traffic Safety Program of Cortland County & Traveling Tots Program (reduced cost child car seats)

**SUCSESSES:**

- PASSENGER SAFETY- Child Passenger Safety Seats Checks, provide educational programming to children about riding safely in vehicles Pre-K – 3<sup>rd</sup> grade in daycares or schools, provide trainings to professionals, parents and caregivers in variety of venues and provide education and distribution of child safety seats to parents/caregivers.

**CHALLENGES:**

- We are able to provide seats to parents and caregivers who present a WIC ID or Medicaid card. This proves that the child is in a low-income household. There are many other families who do not qualify for WIC or Medicaid who would benefit from the program even with a sliding fee scale.
- In-person programming was halted due to the pandemic. Child Passenger Safety was the only focus we had in the program for 2020 because of social distancing, schools and youth programming shut down, our program was not successful in 2020.

**CANCER SERVICES OF CAYUGA, CORTLAND AND TOMPKINS COUNTIES**

**PURPOSE:** To reduce cancer rates in Cayuga, Cortland, and Tompkins County by assisting qualifying under/uninsured residents to obtain free breast, cervical and colorectal cancer screenings and provide case management/ensure follow-up. Target population is women and men 50-64 years of age.

**ESSENTIAL STATS:** The average annual death rate for Colorectal Cancer is 14.5/100,000; this is for both males and females. The annual incidence rate of Colorectal Cancer is 39.9/100,000 (both male and female). The New York State (NYS) Colorectal Cancer incidence rate for men is 40.1/100,000 and for women is 39.1/100,000. The average annual death rate for Breast Cancer (female) is 16.7/100,000. The annual incidence rate of Breast Cancer is 133.7/100,000 in NYS, Cortland County's Breast Cancer incidence is 38.8/100,000. Cortland County's Cervical Cancer incidence rate is 7.9/100,000 and the annual death rates for Cervical Cancer in Cortland County is 0.0/100,000. Colorectal, Breast, and Cervical Cancer Incidence and Mortality rates for Cortland County are based on 2014- 2018 NYS Cancer Registry; most current data.

**STAFFING:** .8 FTE Program Case Manager/Data/Patient Navigator/Public Outreach and .1 FTE Program Manager for the Cancer Services Program of Cayuga, Cortland and Tompkins Counties.

**COST/REVENUE:** Fully grant funded by NYSDOH Cancer Services Program Grant (\$76,806 for personnel and OTPS).

**PROGRAMS:** Cancer Services Program of Cayuga, Cortland and Tompkins Counties.

**SUCSESSES:**

- In 2020 (101) screenings and (42) diagnostic services for cancer were paid for by the CSP.

- The CSP staff has maintained strong collaborative relationships with Cayuga Medical Center, Guthrie Cortland Medical Center, Ithaca Free Clinic, Auburn Hospital, Lourdes Mammogram Van, Family Health Network and Planned Parenthood.

### **CHALLENGES/BARRIERS:**

- Ensuring that clients complete recommended screenings within 90 days and locating uninsured qualified men and women in Cayuga, Cortland and Tompkins Counties.
- Transitioning the CSP program from Cayuga County to Cortland County has been an ongoing process since 10/1/2020.

### **TOBACCO FREE ZONE OF CORTLAND, TOMPKINS AND CHENANGO COUNTIES (INCLUDES REALITY CHECK)**

#### **NYS Bureau of Tobacco Control – Advancing Tobacco Free Communities**

**PURPOSE:** To reduce morbidity and mortality and alleviate the social and economic burden caused by tobacco use in New York State.

**ESSENTIAL STATS:** The Cortland County adult cigarette smoking rate is 21.6% (2016 eBRFSS, most recent data). The County rate is still higher than the 2016 New York State rate of 14.5%. The rate of Cortland County women who used tobacco during pregnancy is 23.3% (Mothers and Babies Perinatal Network of Southern Tier, NYS DOH, 2019). The rate of Cortland County 7-12 grade cigarette smokers in 2020 was 3.2%. Although we are seeing a record low rate of 7-12 grade cigarette smokers, the County is witnessing a large increase in current vaping trends. For those in 7-12 grades the 2020 vaping rate is 13.9%, a significant increase from 20.2% in 2019. (CACTC Youth Development Survey)

**STAFFING:** 3 FTE Program Coordinators, .15 FTE Program Manager; and one .50 FTE Program Coordinator in Tompkins County. 2 FTE Program Coordinators, .15 FTE Program Manager; .50 FTE Program Coordinator in Tompkins County, and .90 FTE Program Coordinator & .10 FTE Director in Chenango County.

**COST/REVENUE:** Fully grant funded (\$325,000). Awarded 5-year grant (July 2019 – June 2024).

**PROGRAMS:** Tobacco Free Zone is a component of the NYS Bureau of Tobacco Control's Advancing Tobacco Free Communities grant. Partnerships engage local stakeholders; educate community leaders and the public; and mobilize the community to create the demand for and strengthen tobacco-related policies to:

- Reduce the impact of retail tobacco marketing on youth
- Establish tobacco-free community norms through tobacco-free outdoor air policies Reduce secondhand smoke exposure through smoke free housing policies
- Reduce tobacco imagery in youth-rated movies

**SUCSESSES:** (not all inclusive)

- The Cortland County Youth Vaping Work Group met in late January to discuss current state of marketing & sales of vaping/tobacco products in the community. A letter from the group was sent to the Cortland City Mayor and Common Council detailing the youth vaping crisis and the impact of the industry's manipulative presence in the community via stores – drawing attention to the 2 new Smokers Choice outlets.
- Jennifer Hamilton, Tobacco Free Zone and Margaret Thon, Cortland Area Communities That Care, presented the latest youth survey data related to vaping and the oversaturation of places in the City of Cortland that sell tobacco, vape and smoking paraphernalia. The Cortland Common Council indicated they had been discussing taking action on sales and accessibility.
- The Zone teamed up with Chenango Health Network's Drug Free Communities program to hold a Smoke-Free Movie Event on Feb. 8th at The Colonia Theater in Norwich. Families enjoyed dinner and the movie Avengers: Endgame, along with educational activities about the tobacco industry's long history of collaborating with the film industry to promote smoking and tobacco brands.
- Reality Check students from Homer Jr. High, Cortland High, Seven Valley

New Tech, Norwich and Bainbridge-Guilford High Schools met with state lawmakers at the Capitol to discuss the NYS Tobacco Control Program, activities they perform back at home to lessen the burden of tobacco, and the unmet needs in our communities. Staff and students met with Senators Jim Seward, Fred Akshar, & Pam Helming, along with Assemblymen Cliff Crouch, Gary Finch and Assemblywoman Barbara Lifton.

- Collaborated with SUNY Cortland to update signage and policy to reflect the problem of nicotine addiction and high usage of electronic nicotine delivery devices. Partnered on sandwich seminar to provide the campus community info related to vaping.
- Continue to work with the Village of Bainbridge (Chenango) officials to adopt a tobacco-free outdoor policy for its Village-owned property.

#### **CHALLENGES:**

- Overseeing 3 counties and juggling other agency requirements; staff changes. Lobbying restrictions; mobilizing residents to make legislative asks
- Limited resources (youth cessation, educational tools, funding, etc.) to comprehensively address the vaping issue
- Decision makers not prioritizing addressing tobacco use (even though tobacco use continues to be the leading preventable cause of death) or recognizing policy and environmental change vital in changing behavior.

## HEALTHY NEIGHBORHOODS PROGRAM

**PURPOSE:** The goal of the Cortland County Healthy Neighborhoods Program (CCHNP) is to improve the design and maintenance of home environments to promote health, reduce related illnesses, and reduce fall risks among the most vulnerable populations. CCHNP staff conduct home visits to assess, educate and refer residents of homes in vulnerable neighborhoods to reduce asthma triggers, reduce the incidence of residential fires, non-fire related carbon monoxide poisonings, increase radon testing, reduce the incidence of elevated blood lead levels among children and reduce the number of hospitalizations and deaths due to falls among children and residents over 65 years of age. The Healthy Neighborhoods Program grant scope takes into account both the Healthy People 2020 and New York State Prevention Agenda goals, which both include the social determinants of health and how they can affect a community. The social determinants of health are designed to identify ways to create social and physical environments that promote health in communities. One way that the Healthy Neighborhoods Program does this is looking at the social determinant domain of neighborhood and the built environment. Quality of housing is a key issue within this domain, and looks at many different aspects of housing quality. This includes air quality, home safety, presences of mold, lead, and the age of the home. Poor quality housing is associated with negative health outcomes, including chronic disease, injury, and poor mental health. Lack of maintenance may lead to poor housing conditions inside and outside the home. These conditions can harm the health of an individual by increasing exposure to hazards like carbon monoxide, allergens, lead paint, among many others. Carbon monoxide poisoning can cause heart damage, neurological impairment, and even in some cases, death and even low levels of lead exposure can have serious effects on children's health and behavior. This program provides many resources, tools, and referrals to mitigate many of these housing issues at no cost to the participant.

**ESSENTIAL STATISTICS:** According to the data reported by the National Fire Reporting System, from the years 2002 – 2018, the average number of fire

incidents per year in Cortland County was 83. The highest number of reported fire incidents - 142 took place in 2005, and the least - 26 in 2015. In Cortland County there were 109 residential fires in 2014, 66 in 2015, 93 in 2016, and 74 in 2017. During these years, there were three civilian injuries and two deaths reported and the property loss cost was over one million dollars. Cortland County reported 1485 fire related incidents to the NFRS between the years of 2008-2017. Approximately 34.61% of those fire incidents were considered residential fires and cooking caused 33.6% of reported residential fires in Cortland County. In Cortland County, the hospitalization rate due to falls in adults 65 and over was 130/10,000 (SPARCS, 2016). Falls are the leading cause of non-fatal injuries for all children ages 0 to 19. Every day, approximately 8,000 children are treated in U.S. emergency rooms for fall-related injuries (CDC, 2016). The asthma hospitalization rate per 10,000 for all ages in Cortland County during 2016 was 2.1 (SPARCS, 2017). In the years 2014-2016, the ER Visitation Rate due to pediatric asthma was 41.8/10,000 (SPARCS & NYSDOH). Adult smokers account for 21.5 % of the population and an alarmingly 21.4 % percent of pregnant women in Cortland County smoke during pregnancy (BRFSS, 2016). Smoking aggravates asthma symptoms. The percentage of adults who have asthma currently in Cortland County is 10.3%, this is higher than NYS at 9.0% (BRFSS, 2016). Cortland County has been designated as a high radon risk area by the United States Environmental Protection Agency and the New York State Department of Health, due to the percentage of high radon level test results from home testing and the County's geology. The average basement screening radon level for Cortland County is 14.44 pCi/L. Radon is the second leading cause of lung cancer in the U.S. and subsequently, has a significant impact on the health of Cortland County residents. Cortland County has a significantly higher incidence rate of lung and bronchus cancer for both men (88.7/100,000) and women (67.5/100,000) compared to New York State rates of lung cancer in men (69.1/100,000) and women (54.1/100,000). The Chronic Lower Respiratory Disease (CRLR or COPD) mortality rates of 50.2/100,000 for all ages are also significantly higher than the New York state mortality rates of 29/100,000.

**STAFFING:** 1 FTE Program Coordinator,.20 FTE Public Health Programs Manager

**COST/REVENUE:** Fully grant funded for personnel and OTP (\$116,545) per grant year.

**SUCSESSES:**

- 124 Initial home assessments were completed in 2020
- A total of 7 asthma cases were identified at initial visits
- There were 33, 90-120 day revisits completed and 150 referrals were made to other programs
- CCHNP staff provides home safety education and free safety measures at home visits, including radon test kits, smoke detectors, CO alarms, fire extinguishers, child safety items, flashlights, first aid kits, etc.
- 201 participants received a radon kits.
- Staff was able to continue to serve the Cortland Community by adopting safety measures related to COVID-19 by moving to virtual/phone visits, arranging contactless product delivery and following up on high need referrals, all the while meeting new staff responsibilities in regards to the COVID-19 response (Case Investigations, Supervisory Roles and Vaccine Clinic Work).

**CHALLENGES:**

- Due to the nature of this program, it is necessary to order products to meet the demand of program participants and fulfill the work-plan goals set forth. It was often difficult to efficiently order products due to constraints in the established ordering process.
- We were unable to complete many initial and revisits because staff had to cancel appointments due to the COVID-19 pandemic and the new responsibilities placed on the Health Department staff. Many of our planned program activities and presentations were cancelled in 2020 due to COVID safety precautions

## OPIOID OVERDOSE PREVENTION-NARCAN

**PURPOSE:** To help prevent deaths due to opioid overdose. A “train-the-trainer” opioid overdose protection program was implemented in 2015 in accordance with NYS regulations to equip those in the public community at risk of witnessing an overdose with the knowledge and tools necessary to reverse the overdose and save lives.

**STAFFING:** .2 FTE Health Education

**SUCSESSES:**

- Fifteen staff members are currently trained to dispense Narcan kits and training is open to the public at the CCHD by appointment, when needed. 140 kits were distributed from January-December 2020 either through the CCHD walk in Narcan hours or community training. Many off site training for business and agencies have been completed within Cortland County.
- The CCHD distributed 97 Narcan kits to local Cortland County law enforcement in 2020 which includes Cortland City Police, Sheriff, SUNY Police, and Homer Police Department.

**CHALLENGES:**

- Accurate data for usage of Narcan Kits may be under reported to NYSDOH due to community members having access to Narcan Kits.

## SAFE HARBOUR

**PURPOSE:** The goal of Safe Harbour: NY is to increase the capacity of counties to identify these youth and provide services to CSEC and trafficking survivors.

Safe Harbour: NY uses New York's child welfare and allied youth service systems as the primary coordinating body for this capacity building.

**STAFFING:** .15 FTE Public Health Programs Manager and .15 FTE Public Health Educator

**COST/REVENUE:** \$30,000 per year/ Grant funded by OCFS

**SUCSESSES:**

- Human Trafficking trainings were implemented for professionals in Cortland. Three trainings were offered and carried out in 2020.
- Coordinator developed and secured billboard ads highlighting the awareness of Human Trafficking.
- We will continue to use the development of the Safe Harbour to further expand on our Runaway and Homeless Youth Plan and our Youth and Young Adults Sustainability Plan.
- We will also explore ways to link this topic with Mental Health component that is required in all schools.

**CHALLENGES:**

- Engaging youth in the development of messaging may be a challenge.
- Development and implementation of policies and protocol for task force – Given the multiple organizations on the task force, we will need to visit and work with the Directors of organizations. As staff turns over, training will be necessary in all components of the CESC plan.
- Development of Referral Pathways- keeping the gaps small by meeting regularly to identify and address a service of continuum for trafficked, exploited, and at-risk youth.

## Youth Bureau

**PURPOSE:** The Cortland County Youth Bureau is charged with the responsibility of developing and accounting for a county wide system of youth services. To reach this objective, the Youth Bureau networks with county municipalities and not-for-profit agencies within the county. The primary function of the Youth Bureau is to develop a three year plan with the Department of Social Services which includes data to determine youth needs and problems in the county and strategies to address these issues. Based on this plan, the New York State Office of Children and Family Services allocate funds to the county through the Youth Bureau to meet these needs and concerns. We assess youth needs by convening community planning groups, identifying problems and strengths and developing coordinated strategies to address them. We promote private and public partnerships in planning, bringing together towns, villages, cities, social agencies and private citizens including youth.

**STAFFING:** Cortland County Youth Bureau employs one .25 (FTE) Public Health Programs Manager.

**COST/REVENUE:** Determining the effectiveness of contracted service through monitoring and evaluation is the key responsibility of the Youth Bureau. The Children and Family Services Plan (CFSP), which is a five year provision written by a Planning Committee including a variety of stakeholders, in collaboration with not-for-profit, youth, schools, community and county agencies, identifies youth program assets and needs in the county, with strategies to address the area in need. It is only with that Plan in place that funds become available to Cortland County from the New York State Office of Children and Family Services. Cortland County was allocated \$68,686 in 2020.

**SUCSESSES:**

- In 2020, allocations from OCFS and the Youth Bureau went to six different programs and served more than 2000 youth.

**CHALLENGES:**

- Due to the COVID-19 pandemic, in-person programming was discontinued after March of 2020. Challenges continue to keep youth and young adults engaged in on-line programming as they are on-line for most of the day already because of remote learning and working from home.

## Nursing Public Health Programs

Nursing Public Health Programs are staffed by 2 FTE RN, 1 FTE PHN, 1 FTE SPHN and 1 FTE support staff. The nurses work closely with and serve as resources to physician offices, hospitals, community agencies, schools, daycares and the public. The nurses are cross-trained, cover all public health programs and work closely with and serve as resources to physician offices, hospitals, community agencies, schools and the public.

### COMMUNICABLE DISEASE

**MANDATE/REGULATIONS:** Communicable Disease surveillance is a mandated service under Public Health Law Article 21. As a result of State and Federal mandates after September 11, 2001, this traditional Public Health activity has grown significantly in its requirements. Reporting of suspected or confirmed communicable diseases is required under the New York State Sanitary Code (10NYCRR 2.10).

**PURPOSE:** To prevent and control infectious disease. Early identification and timely reporting of communicable disease is essential in order to minimize the impact to the community and protect the public's health.

**ESSENTIAL STATISTICS:** There were 259 communicable disease reports (excluding COVID-19 & influenza). On investigation 151 were confirmed. This is a decrease from 2019, 318 reports and 233 confirmed.

**STAFFING:** 1.05% FTE Nursing and .1 FTE Principal Medical Services Clerk

**COST/REVENUE:** Some activities are reimbursed by grant funds and the remainder reimbursed at 36% by State Aid.

**SUCSESSES:**

- Legionella – Number of cases continue to decrease; 2 reported from 6 last year, and 14 in 2018. The 2 cases were sporadic, with no common source of exposure identified.
- Confirmed cases of Lyme disease decreased to 75; of the total reports received 56% were confirmed. There were 153 laboratory reports in 2019 and 104 (68%) were confirmed.
- No Hepatitis A cases/outbreaks despite continued reports of cases/outbreaks in NYS.
- No active cases of tuberculosis disease this year.

**CHALLENGES:**

- Mumps outbreak at a local college - 9 confirmed cases and 2 probable. A total of 22 suspected cases were reported to the Health Department requiring extensive investigation and staff time for follow up. Worked closely with the college and NYSDOH. Two of the 22 reports were not college students and one was an employee.
- The most significant challenge being the COVID-19 pandemic. Messaging began through social media in January, we began actively monitoring returning international travelers late February, and by March 21st we had our first 2 cases. The Cortland County Health Department investigated positive cases reported received and monitoring the contacts in quarantine. Tools were developed through our existing electronic medical record system to assist with initial investigations and monitoring. Telehealth was utilized through Medent and along with other platforms for visual monitoring as required by NYSDOH once home visits became resource heavy. As the positivity rate increased, Environmental Health and Health Education were trained in the effort to control and contain spread of illness.
- There were 41 reports of newly diagnosed Hepatitis C cases, with no reported acute cases. An additional 8 individuals were reported with

“Chronic with Hepatitis C antibody positive and RNA negative”.

- Influenza reports- 778 lab reported cases of influenza for the 2019-20 season, compared to 676 the previous season. There was a higher number of lab-confirmed illness among persons less than 65 years old, consistent with last year, and with statewide surveillance data.
- Influenza outbreak at a local daycare in February that affected over half of the children enrolled and staff. Nursing worked closely with the daycare director and the Regional NYSDOH in providing outbreak control measure guidance.
- COVID-19 outbreak at an assisted living facility: 27 residents and 16 staff were reported as positive. This was the first COVID-19 outbreak in a Cortland County congregate health care setting.

## LEAD POISONING PREVENTION

**MANDATE/REGULATIONS:** New York State has a number of laws and regulations relating to lead poisoning prevention and treatment. Labs are required to report lead results to the Local Health Department in the county where that person resides. The Health Department is required to ensure appropriate follow up including lead reduction education and environmental inspection, as required. Control of Lead Poisoning - NYS Public Health Law, Title 10 of Article 13 (Amended April 2009) NYS Regulations for Lead Poisoning Prevention and Control - NYCRR Title X, Part 67 (Amended June 2009) and Public Health Law Section 2168 - Statewide Immunization Registry

**PURPOSE:** To decrease environmental exposure to lead for children. One of the most common environmental toxins for young children in New York State, lead exposure can cause severe health and developmental effects. The Lead Poisoning Prevention Program is responsible for:

- Establishing and coordinating activities to prevent lead poisoning and to minimize risk of exposure to lead
- Promoting routine universal screening and testing for lead poisoning in children Coordinating case management for persons with elevated blood

lead levels

- Promoting lead screening of pregnant women and testing as indicated

**ESSENTIAL STATS:** 2020: 68% of one-year-olds and 68% of two-year-olds were tested. There was a 2% drop for one-year-olds tested, while the two-year-old rate remained the same from previous year. Sixteen (15) children reported with a confirmed lead level > 5 mcg/dL. Five (5) children reported with a confirmed lead level 10- 14 mcg/dL. One (1) child reported with a confirmed lead level > 15 mcg/dL.

**STAFFING:** .52 FTE Nursing and .1 FTE Principal Medical Services Clerk time, along with assigned Environmental Health staff

**COST/REVENUE:** Lead Poisoning Prevention Grant (\$40,297 grant year 2019-2020) and State Aid

**SUCSESSES:**

- No children in county required hospitalization for chelation therapy. Chelation therapy usually recommended for children with lead levels 45 mcg/dL or greater.

**CHALLENGES:**

- In October 2019, the NYS Public Health Law and regulations were amended to lower the definition of an elevated blood lead level in a child to 5 mcg/dL, requiring care coordination and environmental management beginning at this lower level. The full impact of this amendment became evident in 2020. The biggest impact was seen in the blood lead levels between 5-9 mcg/dL. A 3.75-fold increase (250% increase) in the number of children requiring coordination and follow-up occurred. This has required a significant increase in staff time.
- The challenge in improving the percent of one and two year olds that get tested remains. The COVID-19 pandemic only increased this challenge as in-person provider visits and laboratory services were limited. The full impact may not be realized until 2021.

- Assuring timely follow-up blood lead testing for some children with elevated blood lead levels continues to be challenging. This is also an area that was effected by the pandemic. The follow-up has required substantial nursing time and collaboration with providers to obtain parent follow through.
- The extent of old housing in the county continues to present a significant challenge. Lead paint is known to be a common source of exposure. The Regional Lead Resource Center has reported 79% of the housing in Cortland County is pre-1979. All of the 21 children reported with an elevated lead level, lived in pre-1930 housing. Additionally, 14 of the 21 lived in rental property. Providing primary prevention, or the removal of lead hazards from the environment before a child is exposed, would be ideal, but continues to be challenging due to lack of resources.

## IMMUNIZATION

**MANDATE/REGULATIONS:** Public Health Laws and New York State immunization laws require vaccination of specific populations, including every student entering or attending public, private or parochial schools, every child in daycare, Head Start, nursery school or pre-kindergarten in NYS, students attending post-secondary institutions. Public Health Law Section 2164 provides for medical exemptions to immunization. Public Health Law requires reporting of immunizations administered, and immunization histories, to the New York State Immunization Information System (NYSIIS). The health department is required to monitor vaccination rates of two year olds, 13 year olds, and adults, and collaborate with medical providers, schools, daycare centers and the public community to improve vaccine coverage levels, and coordinate access to care.

**PURPOSE:** To help reduce the likelihood of vaccine-preventable diseases by assuring people of all ages receive necessary vaccines. A primary focus is on increasing immunization coverage levels of one and two-year-olds. Other areas of focus include the promotion of vaccination of adolescents, adults and healthcare workers. The Immunization Program staff serves as a resource both to the public and medical community, keeps the medical community apprised of important immunization related updates and monitors vaccination coverage levels of one and two-year old children.

**ESSENTIAL STATS:** In 2020, the vaccination coverage level for two-year-olds in Cortland County increased to 77.15% from 73.67% in 2019, and 75.6% 2018, and remains above the statewide rate of 63.84%. NYSDOH reports the coverage level category for Cortland County as High.

The Human Papilloma Virus (HPV) coverage level for thirteen year olds was reported at 41.85%, up from 37.99% in 2019, and also remains above the statewide rate of 25.38%, which remained similar to 2019 at 25%. NYSDOH reports the coverage level category for Cortland County as high.

**STAFFING:** 1.2 FTE Nursing and .80 FTE Principal Medical Services Clerk

**COST/REVENUE:** Immunization Grant (\$31,050 grant year 2019-2020) and State Aid funded. Client's insurance is billed. The sliding fee scale is requested by the majority of self-pay clients.

**SUCSESSES:**

- A required immunization audit of a daycare center was completed.
- Despite concern for a decrease in childhood immunizations due to the pandemic, the childhood and HPV immunization rates for Cortland County showed an increase in percentage rates from 2019 to 2020, and remained in the high category for coverage according to NYSDOH County Specific Immunization Action Plan Baseline Data and Targets.
- In 2020, the Immunization Program provided vaccinations and/or tuberculosis testing to 119 individuals. This is a decrease compared to previous year, but the vaccinations provided while working on COVID-19 response activities.

**CHALLENGES:**

- The COVID-19 Pandemic presented a challenge to the operation of the Immunization Program. The Health Department was forced to limit immunization clinic services to those without a provider and/or new to the area.
- Many Immunization Program activities put on hold for COVID-19 response activities.
- The Vaccines For Children (VFC) program is a federally funded program that provides vaccines at no cost to children who might not otherwise be vaccinated because of inability to pay. The challenge remains that a couple providers have withdrawn their participation in the program because of its comprehensive requirements. These children are referred by their provider to the health department for their vaccinations. During the pandemic this became more challenging as the County immunization clinics were limited to those without a provider. Coordination with the provider office was done to ensure these children were vaccinated.
- The regularly scheduled hepatitis A vaccination clinics for high risk individuals, held at the local soup kitchen, were cancelled early in 2020. Resources were limited initially due to a mumps outbreak and soon after, the pandemic. The soup kitchen was also closed to inside dining due to COVID-19 restrictions.

## Jacobus Center for Reproductive Health (JCRH)

At the beginning of 2020, JCRH was staffed by 2 FTE RNs, 1 PT Nurse Practitioner (NP), 1 Per Diem Nurse Practitioner, 1 PT Clinic Aide, 1 FTE support staff, 1 FTE Health Educator and 1 FTE Supervising Community Health Nurse (SCHN) with division oversight provided by the Director of Community Health Services. There were many staff changes throughout the 2020 year due to the need to reallocate staffing to COVID response activities, retirement and resignation. At the end of August 2020, JCRH was staffed by 1 FTE RN and FTE Health Educator who were required to be reassigned completely to COVID response activities.

- 1 full-time RN resigned effective 2/14/2020.
- Supervising Community Health Nurse retired on 3/16/2020.
- Clinic Aide retired on 4/28/2020.
- Per Diem Nurse Practitioner resigned on 8/22/2020.
- Part-time Nurse Practitioner resigned as of 18/28/2020
- Medical Services Clerk retired on 09/22/2020
- Director of Community Health Services position vacated on 5/28/2020 due to move to Interim Public Health Director
- Remaining RN and Health Educator re-assigned to COVID-19 activities

### SEXUALLY TRANSMITTED DISEASES (STD)

**MANDATE/REGULATIONS:** Communicable Disease surveillance is a mandated service under Public Health Law Article 21. JCRH staff provided the surveillance for reportable STDs and this surveillance is now reassigned to the Communicable Disease team.

**PURPOSE:** To prevent the spread of STDs by providing testing and treatment for reportable STDs (Chlamydia, Gonorrhea, and Syphilis) and prevention education for Cortland County residents.

**ESSENTIAL STATISTICS:** Chlamydia cases were steadily increasing in Cortland County but there was a decrease in 2020. 2016 (168 cases), 2017 (173 cases), 2018 (203 cases), 2019 (232 cases) and 2020 (183 cases). Gonorrhea had gone down slightly from 2016 (17 cases) to 2017 (13 cases), but increased in 2018 (21 cases), 2019 (23), and 2020 (32). Syphilis numbers in 2016 (4 cases), 2017 (7 cases), 2018 (9 cases), 2019 (8 cases) and 2020 (4 cases).

**COST/REVENUE:** Costs involve staff time, testing materials and lab fees. Clinic bills to Medicaid and private insurance and uses a sliding fee scale for self-pay patients.

### **FAMILY PLANNING**

**MANDATE/REGULATIONS:** The Family Planning clinic is optional and regulated under NYSDOH Family Planning and Article 28 Diagnostic and Treatment Centers

**PURPOSE:** To provide individuals the information and means to make decisions about, and access reproductive health care. The priority is to provide these services to underserved individuals in the community.

**ESSENTIAL STATISTICS:** In 2020 the clinic performed 337 FP visits. 56.9% of these patients were at or below 100% Federal Poverty Level, with 68.4% at or below 150% FPL.

**STAFFING:** .90 FTE NPs; 1.88 FTE MSC/SMSC; 1.88 FTE RN; .34 Clinic Aide; .49 FTE Health Educator; .75 SCHN .50

**COST/REVENUE:** Reimbursement from 3rd party payers, NYSDOH Family Planning Grant (\$220,177); Article 6; direct patient payments; educational program fees.

**SUCSESSES:**

- JCRH began providing Telehealth services to clients in June due to COVID-19 and there was a decrease in “no show” follow up appointments.
- Educator utilized outreach opportunities via social media.
- Although the Jacobus Center closed, the CCHD assisted patients during their transition to a new provider. The Health Department Medical Advisor provided Birth Control prescriptions and Depo shots continued to be available during this transition time. RN assisted with notifying patients of closure of the clinic, medical record transfers, referring to new providers and responding to patient inquiries, questions and concerns. Many patients planned to continue Family Planning Services with their Primary Care Provider.

**CHALLENGES**

- HEP C Free test kits were no longer available to the County as a result of low HEP C rates testing rates.
- The COVID-19 pandemic created many challenges regarding patient visits/access to care.
  - The clinic saw a decrease in number of patients being seen resulting in reduced hours
  - Jacobus Center staff assisted with COVID-19 Case Investigations.
  - With declining patient visits and staff resignations/retirement resulting in no further clinical staff available the clinic closed. This was publicly announced on 09/16/2020 and the close out process began 09/30/2020.

## Children with Special Needs (CSN)

In addition to program staff the Health Department has a team of therapy providers. This clinical team travels throughout the county providing Early Intervention (EI) and Preschool Special Education services to eligible children. The Health Department bills third party insurance and Medicaid for these services and seeks additional reimbursement from the NYS Health and Education Departments as appropriate. Staffing levels are determined based on program need. Currently there are 2.5 FTE Speech Language Pathologists, 1 per diem Speech Language Pathologist, .5 FTE Clinical Team Leader, 1 FTE Special Instructor, 2 per diem Special Instructors, 2 per diem Occupational Therapists, 3 per diem Physical Therapists and .5 FTE Child Find Coordinator. In addition, agencies from Cortland, Tompkins and Onondaga counties provide EI and Pre-K services in order to meet the service needs of this community.

### CHILD FIND & EARLY INTERVENTION (INFANTS AND TODDLERS BIRTH- 3)

**MANDATE/REGULATIONS:** A mandated program, counties are required to ensure Early Intervention services are provided. First created by Congress in 1986 under the Individuals with Disabilities Education Act (IDEA), the EIP is administered by the New York State Department of Health through the Bureau of Early Intervention. In New York State, the Early Intervention Program is established in Article 25 of the Public Health Law and has been in effect since July 1, 1993. Regulatory changes occurred in June 2010 increasing the role of the EI service coordinator.

**PURPOSE:** To identify and evaluate as early as possible infants and toddlers at risk of or with a suspected or confirmed developmental delay or disability and to provide for appropriate intervention to improve that child's development. The New York State Early Intervention Program (EIP) is part of the national Early Intervention Program for

infants and toddlers with disabilities and their families. To be eligible for services, children must be less than 3 years of age and have a confirmed disability or established developmental delay, as defined by the State, in one or more of the following areas of development: physical, cognitive, communication, social-emotional, and/or adaptive.

**ESSENTIAL STATISTICS:** 142 referrals were made to EI in 2020. Most EI referrals (82%) came from physicians and families. 25 children were referred to Child Find in 2020 with all coming from Health Department activities, DSS and area hospitals. The county clinical team completed 95 EI evaluations, 7 supplemental evaluations and 0 screenings. The Therapy team provided 2063 EI therapy visits. EI sessions are provided in the child's natural environment (home or day care) with the exception of specialty services (ex: teacher of the deaf, audiology) where families transport their children to facilities where these services are provided.

**STAFFING:** 2.0 FTE Early Intervention Service Coordinators, 1 FTE Supervising Early Intervention Service Coordinator, .5 FTE Child Find Coordinator

**COST/REVENUE:** Section 2559 of PHL and 10 NYCRR Section 69-4.22(a) require municipalities to seek reimbursement from commercial insurance and Medicaid in the first instance and prior to submitting a claim to the Department of Health for the state share of costs related to early intervention services. The only exception to this requirement is for services delivered to children whose family insurance policy is not subject to New York Insurance Law (e.g., employment-based self-insurance or New York residents insured by contracts delivered outside of New York State). NYS DOH provides some funding through an EI Grant which is used for administration of the program.

**SUCCESSSES:**

- In August 2020 EI began the process of switching to an all-electronic patient record. All new referrals from August 2020 forward were assigned an electronic chart within the secure county network.

Transitioning to an electronic patient record has been very successful showing increased efficiency in the overall EI program.

- The Service Coordination intake process became much more efficient through consolidation of forms and elimination of paperwork that was no longer needed.
- One of the greatest successes of 2020 was the transition of the CCHD therapy team from home visits to tele-therapy visits due to COVID-19. This transition was not easy, as the therapists had to change the way they were trained to provide therapy to children age birth to 3 years old. All the CCHD therapists worked very hard in a short period time to learn a new way of doing their job. In addition the evaluation team had to re-train on completing evaluations via ZOOM as well. The evaluation team was quick to make adjustments and there was only a short period of time that evaluations were put on hold as training took place.

**CHALLENGES:**

- Maintaining the EI Program during COVID-19 was the biggest challenge of 2020. Once mandates to work from home were put into place many IT issues were identified. Some staff did not have the proper equipment to work from home or had weak internet service. This created confusion as staff tried to complete job duties to the best of their ability.
- Therapy staff needed to re-train themselves on providing therapy via ZOOM. This was not an easy task. Much time went into re-training and figuring out how to keep a child under three engaged for 30 minutes. Much communication was needed between the therapist and parent to make tele therapy successful. In some cases therapy via ZOOM was not productive.
- Some parents did not want to participate in tele therapy. They either did not have the correct equipment or did not see how tele therapy could be effective for their child. In these cases the children went without needed therapy.
- There continues to be a lack of EI providers in Cortland County. In 2019 there were waiting lists for OT, PT and Speech. On-going contact with approved providers in the Cortland County catchment area takes place on a regular basis.

## PRE-SCHOOL SPECIAL EDUCATION (CHILDREN AGES 3-5)

**MANDATE/REGULATIONS:** Established under Article 89 of the New York State Education Law. Medicaid in Education requirements continue to evolve including mandatory annual training for key staff.

**PURPOSE:** To identify and provide educational services to children with developmental disabilities/delays that impact a child's ability to learn. The New York State Education Department (SED) Office of Special Education oversees the statewide preschool special education program with school districts, municipalities, approved providers and parents. Evaluations and specially planned individual or group instructional services or programs are provided to eligible children who have a disability that affects their learning.

**ESSENTIAL STATISTICS:** In 2020, 233 students were served through the program. The CCHD Therapy Team provided 836 Speech Therapy visits and 80 Physical Therapy visits and 38 Occupational Therapy visits for a total of 954 Pre-K Therapy visits. SEIT was the only service that we had waiting lists for this year.

**STAFFING:** .5 FTE Pre-K Coordinator, 1 FTE support staff

**COST/REVENUE:** Funding for special education programs and services is provided by municipalities and the State. Some services may be billed to Medicaid as appropriate.

**SUCSESSES:**

- The Pre-K program being paperless made accessing information and files much simpler for the providers and Coordinator during 2020.
- Continued collaboration with Head Start and the local school districts continued through the year via Zoom or Google Meets. The support was needed when working through the new mandates to keep the programs running for our students.
- The CPSE meetings were well attended by providers, parents, staff, teachers, and administrators through the virtual platforms throughout 2020. More parental participation was noted from previous years by the schools and they plan to continue to offer this format to parents.

- Some Pre-K students receiving therapies responded to the virtual format and fully participated along with the technology.
- Students from the mid-year wait list received compensatory therapies during the summer.

**CHALLENGES:**

- Some parents did not have the technology needed to participate and some districts gave families I-pads or computers to use for therapy.
- Parents had to be shown how to access the platforms being used by the districts to be able to participate and some internet connections were not solid due to the rural locations of their homes.
- There was a lack of SEIT and Speech providers mid-year which became a challenge to get the students serviced, so a wait list was formed.
- The nursing services needed for our children continues to be an issue, recently an agency is dialoguing about the possibility to provide the county with nursing.
- Some parents refused services due to the virtual format and when programs opened some parents still kept their children home due to COVID.
- Transportation of our children to program was difficult due to lack of drivers, COVID mandates, and maintenance/repair of busses.

## CHILDREN WITH SPECIAL HEALTH CARE NEEDS (CSHCN) & PHYSICALLY HANDICAPPED CHILDREN'S PROGRAM (PHCP)

**PURPOSE:** To improve the system of care for children with special health care needs from birth to 21 years of age and their families. Children served by the CSHCN Program have an illness or condition for which they need extra health care and support services. New York State also supports programs in most counties in the state that help families of CSHCN by giving them information on health insurance and connecting them with health care providers. These programs will also work with families to help them meet the medical and non-medical needs of their children.

**STAFFING:** .25 FTE professional staff

**SUCCESSIONS:**

- Providing information about CSHCN was mainly through social media during the past year, specifically Facebook and Instagram. More emphasis was placed on providing information about services available to youth with special needs. In addition focus was placed on providing parents information on supports available in the community and web based trainings focusing on parenting a child with special needs.

## Environmental Health

Environmental Health (EH) is composed of 8 staff members; 4 Public Health Sanitarians, 1 Supervising Sanitarian, 1 Director/Public Health Engineer, and 2 support staff. Program staff is cross trained to allow for maximum program coverage. Technical staff is available after business hours through a mandated on-call system. Time spent in each program is tracked electronically by NYSDOH although program activities often overlap so not all time is easily assigned to the programs listed below.

### RABIES CONTROL AND RESPONSE

**MANDATE/REGULATIONS:** This is a mandated service under PHL Title 4 Section 2140.

**PURPOSE:** To respond to and control rabies exposure. EH is responsible for the management of rabies (vector bite) exposures, ensuring appropriate confinement of the pet, submission of rabies samples to NYS DOH, ensuring proper post-exposure treatment, and providing county pet rabies vaccination clinics.

**ESSENTIAL STATISTICS:** In 2020, there were 161 incidents investigated (DOWN 28% from 2019), 97 pet confinements, 23 rabies specimens tested (5 returning positive results) and 21(UP 14% from 2019) human post exposure treatments arranged.

**STAFFING:** In 2020, 0.57 FTE was spent in this program in addition to nursing and billing staff time.

**COST/REVENUE:** 36% State Aid funding for staff, program expenditures are 100% funded up to \$14,852. Client's insurance is billed for post exposure treatment and NY State reimburses some of the cost if the client is under or uninsured.

**SUCSESSES:**

- Environmental Health in coordination with the Nursing Division and Health Administration continued reviewing and updating the Rabies Program Protocol, along with various Policies and Forms.
- Environmental Health staff continues to work closely with Nursing Division Communicable Disease staff in cases involving Human Post Exposure Prophylaxis (PEP).
- Environmental Health maintained uninterrupted rabies program support throughout the course of the COVID-19 pandemic.
- In 2020, GCMC continued to perform the entire PEP series due to insurance billing issues (provider networks) and convenience to the individual undergoing treatment. CCHD provides initial authorization and ensures appropriate follow up with the remainder of the post exposure series through phone verification with the hospital and patient.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The rabies program was impacted in terms of in-person field visits to observe quarantined animals; with the office leaning more on digital means in lieu of field visits.
- Billing private insurance is challenging as this health department is often not a member of the client's "provider network". Most patients are referred out for treatment.
- Follow-up with animal owners is sometimes difficult. There is an ongoing misconception that the County will "take the animal" from the owner and therefore information is not provided by the victim at the time of medical treatment creating additional resources tracking down the involved animal.

## PUBLIC HEALTH NUISANCES

**MANDATE/REGULATIONS:** This is a mandated service under PHL Article 13 Section 1300.

**PURPOSE:** To respond to complaints and conditions that exist or may become a detriment or menace to human health or interfere with the free use of property so as to cause discomfort to the community or persons in the neighborhood.

Nuisances include but are not limited to rodent infestations, improper storage, disposal, or transportation of garbage, exposures to domestic waste, or other problems that could have a detrimental effect on the public's health.

**ESSENTIAL STATISTICS:** In 2020, 30 complaints were investigated.

**STAFFING:** In 2019, 0.09 FTE was spent in this program.

**COST/REVENUE:** Reimbursed 36% State Aid.

**SUCSESSES:**

- EH works closely with local Town and Village Code Enforcement Officers (CEO) to resolve issues. Environmental Health has successfully adjusted to shifting all non-public health nuisance complaints to the local code jurisdictions.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The Public Health Nuisance program was impacted in terms of in-person field visits to observe unsanitary conditions.
- The department saw a 10% increase in food service establishment complaints that may be attributed to the decreased in-person health department visits due to COVID-19.

## TEMPORARY RESIDENCES

**MANDATE/REGULATIONS:** Mandated service under PHL Title 10 part 7 Subpart 7-1

**PURPOSE:** To ensure that public health standards are met in hotels, motels and campgrounds thus affording the highest degree of protection possible to the

occupants.

**ESSENTIAL STATISTICS:** In 2020 there were 19 facilities.

**STAFFING:** In 2020, 0.06 FTE was spent in this program.

**COST/REVENUE:** Reimbursed 36% State Aid plus permit fees.

**SUCSESSES:**

- Environmental health successfully re-classified 3 facilities as temporary residencies that were previously only listed as a Children's Camp.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The Temporary Residence program was impacted in terms of in-person field visits to perform annual inspections at all regulated facilities.
- 10 facility inspections were not completed in 2020 as a result of COVID-19.
- The economy has made it difficult to find/maintain affordable housing throughout the community.
- Some of the facilities are being utilized for short term housing for DSS client

**VECTOR SURVEILLANCE AND CONTROL**

**MANDATE/REGULATIONS:** Non-mandated services PHL Section 602 Article 15

**PURPOSE:** To educate and provide information to the public regarding personal protective measures and other precautions to reduce mosquito populations and minimize mosquito borne illness in humans. We continue to respond to complaints with inspection, education and enforcement as necessary. West Nile Virus (WNV) interventions including larval control will be considered on a case by case basis. Similar activities would be provided if Eastern Equine Encephalitis enters the area. Mosquito breeding sites may be considered a public health nuisance and some activities in the program could be mandated under PH Nuisances. Staff is also involved in answering questions on tick related issues.

Prevention of tick borne infection continues to be a focus of the Environmental Health Division. EH has distributed signs and information to municipalities having public participation in areas which might be prone to ticks for the purpose of prevention of Lyme disease. Articles have also been prepared and published in local publications; we also utilize social media in education efforts. Currently EH, Nursing and Health Education are partnering to further disseminate public knowledge on awareness and prevention.

**ESSENTIAL STATISTICS:** The primary focus has been personal protection and prevention from mosquitoes and ticks.

**STAFFING:** In 2020, 0.00 FTE was spent in this program

**COST/REVENUE:** Reimbursed 36% with no cap for PH emergencies. Mosquito breeding sites may be considered a public health nuisance and some activities in the program could be mandated under PH Nuisances.

**SUCSESSES:**

- Environmental Health has successfully updated the County Sanitary Code to remove non-mandated services in preparation for an elevated workload in the Child Lead Prevention program due to a new NYS mandate.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. Being a non-mandated program; The Vector Control program scaled down to accommodate for a shift in responsibilities.
- This is primarily a seasonal issue. The State tick ID service is not available and we no longer have funding or staff available for intensive mosquito surveillance or larviciding activities.

## FOOD SERVICE ESTABLISHMENTS

**MANDATE/REGULATIONS:** This is a mandated service under PHL Title 10 Part 14.

**PURPOSE:** To conduct inspections of all food operations, including restaurants, schools, taverns, vending machines, temporary events and senior nutrition sites

to assure that standards of food handling and sanitation are met to prevent food-borne illness. Complaints of suspected food-borne illnesses are investigated.

**ESSENTIAL STATISTICS:** There are approximately 300 permitted facilities and 100 temporary food booths annually.

**STAFFING:** In 2020, 0.73 FTE was spent in this program.

**COST/REVENUE:** 36% State Aid plus permit fees.

**SUCSESSES:**

- The Division currently has one FSIO-1 certified staff member and one FSIO-2 certified staff member. Two additional staff members have completed the Basic Environmental Health Course and are also completing the required coursework for FSIO-1 certification.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The Food Service Establishment program was impacted in terms of in-person field visits to perform annual inspections at all regulated facilities. Due to a reduction of in-person inspections; the program scaled down to accommodate for a shift in responsibilities.
- Temporary food events/booths are always a challenge, impressing upon the operators the importance of proper food handling especially when this is an occasional operation with many different workers involved.
- Food Service is a program that crosses over to on-site sewage disposal and public water programs.
- There have been instances of permitted facilities adding/changing menu items that may change the risk category of their operation without notification to our office. We are not aware until an inspection is performed.
- Pre-operational inspections of facilities (new or changing ownership) are challenging in that they are time consuming, often involving multiple field visits.
- Language barriers present difficulties when dealing with food service

operators.

## PUBLIC WATER SUPPLIES

**MANDATE/REGULATIONS:** This is a mandated service under Public Health Law, Section 225, Part 5 Subpart 5.1 Public Water Supplies.

**PURPOSE:** To oversee the quality of all public water supplies in the county through multiple contacts with water systems on a daily, monthly and annual basis. Public water supplies are monitored, inspected and assisted. Municipalities, campgrounds, children's camps, mobile home parks, apartment buildings, schools, and businesses are all components of the public water supply community. Some of the functions covered include:

- Oversight of all new public water systems for proper design and construction Sanitary surveys of all public water systems within the county
- Assistance to public water systems during normal operations and emergencies Approval of credentials of licensed water operators for public water systems Enforcement actions and compliance determination
- Surveillance sampling, investigations and monitoring to ensure a safe water supply and delivery system
- Local regulation of community water systems for compliance with the Part 5 requirements of the NYS Sanitary Code and directives of the NYSDOH
- According to the World Health Organization, "Access to safe drinking-water is essential to health, a basic human right and a component of effective policy for health protection"

**ESSENTIAL STATISTICS:** There were 26 Community, 9 Non-transient Non-community, and 50 Non- community public water supplies monitored in 2020. One bottled water facility was inspected.

**STAFFING:** In 2020, 0.36 FTE was spent in this program.

**COST/REVENUE:** Funded through the \$97,241 Water Enhancement Grant money and permit fees, with the remaining costs funded at 36% State Aid.

### SUCSESSES:

- In addition to NYS public health law, this Program fulfills requirements of the Sanitary Code of the Cortland County Health District. The Safe

Drinking Water Act (SDWA) is the main federal law that ensures the quality of Americans' drinking water. Under SDWA, EPA sets standards for drinking water quality and oversees the states, localities, and water suppliers who implement those standards.

### CHALLENGES:

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The Public Water Supply program was impacted in terms of being able to perform annual inspections at all regulated facilities
- The Environmental Protection Agency consistently and methodically increases the rules, regulations and monitoring requirements for public water systems. There is an ever increasing need for more education and technical expertise in both the water systems and the regulatory agencies.
- We occasionally find that NYS Ag & Mkts may regulate the food processing of a facility but the water supply falls under Part 5 and is regulated by the County. Cooperation between Agencies is important as we see more breweries, distilleries and cideries being developed across the State.

### LEAD IN SCHOOL DRINKING WATER

**Mandate/Regulation:** Lead Testing in School Drinking Water - 10 NYCRR Subpart 67-4, (Subpart 67-4) effective September 6, 2016. Subpart 67-4 applies to all schools, including those already classified as a public water system under 10 NYCRR Subpart 5-1.

**PURPOSE:** Is to identify and remediate lead in pipes in schools. On September 6, 2016, Governor Andrew M. Cuomo signed into law Chapter 296 of the Laws of 2016 requiring all public school districts and boards of cooperative educational services (BOCES) in New York State to test drinking water for lead contamination, and if over the actionable threshold to take remedial actions. Some of the most common sources of lead in school drinking water are water fixtures, drinking fountains, bubblers or lead solder used to connect pipes and

fixtures.

**ESSENTIAL STATISTICS:** All Public schools and BOCES campuses fall under this regulation. A second programmatic sampling effort began in 2020.

**STAFFING:** In 2020, less than 0.01 FTE was spent in this program.

**COST/REVENUE:** These activities are eligible for 36% State Aid.

**SUCSESSES:**

- The school shall report to the Department, local health department, and State Education Department, through the Department's designated statewide electronic reporting system. All sources greater than 15 ppb are eliminated, providing protection to students.

**CHALLENGES:**

- Local health departments incur administrative costs related to tracking local implementation, reviewing waiver applications, and compliance oversight.

## INDIVIDUAL WATER SUPPLY

**MANDATE/REGULATIONS:** This is a non-mandated service

**PURPOSE:** This program guides the remainder of water supplies that serve people in Cortland County. Oversight includes issuing construction permits and certificates of completions for onsite drinking water wells (site plan approval and water quality testing of individual household water supplies) and disease investigations where testing is conducted to determine if the residential water supply is a contributing factor for various reportable communicable diseases.

**ESSENTIAL STATISTICS:** There were approximately 39 permits issued in 2020.

**STAFFING:** In 2020, 0.11 FTE was spent in this program

**COST/REVENUE:** Funded through the \$97,241 Water Enhancement Grant money and permit fees, with the remaining costs funded at 36% State Aid.

**SUCSESSES:**

- EH staff works closely with the Communicable Disease team during disease investigations. This program fulfills requirements of the Sanitary Code of the Cortland County Health District.

**CHALLENGES:**

- The rural nature of many installations in this county uses much time and travel.

**WELL HEAD PROTECTION AND AQUIFER MONITORING**

**MANDATE/REGULATIONS:** Some program activities are mandated; aquifer protection and monitoring are non-mandated.

**PURPOSE:** Monitoring is performed to ensure clean potable water within Cortland's Sole Source Aquifer. Groundwater is used by 98% of the county's population for drinking water. This program promotes drinking water well head protection activities and provides technical assistance to the Towns for protection programs. Aquifer surveillance and monitoring wells are coordinated with other agencies such as the NYSDEC and the Cortland County Soil and Water District.

**ESSENTIAL STATISTICS:** none

**STAFFING:** In 2020, 0.02 FTE was spent in this program.

**COST/REVENUE:** Funded through the \$97,241 Water Enhancement Grant money and permit fees, with the remaining costs funded at 36% State Aid.

**SUCSESSES:**

- This program fulfills requirements of the Sanitary Code of the Cortland County Health District.

**CHALLENGES:**

- The economic benefit of development is oftentimes in direct opposition to environmental concerns.

**MOBILE HOME PARKS**

**MANDATE/REGULATIONS:** This is regulated under PHL Title 10 Part 17

**PURPOSE:** To conduct annual inspections and issue permits. Water supplies, sewage disposal systems and refuse storage, disposal, etc. are inspected to assure health and safety of the occupants.

**ESSENTIAL STATISTICS:** There are 15 permitted facilities.

**STAFFING:** In 2020, 0.02 FTE was spent in this program

**COST/REVENUE:** 36% State Aid plus permit fees

**SUCSESSES:**

- Environmental Health has successfully updated the County Sanitary Code to remove non-mandated services in preparation for an elevated workload in the Child Lead Prevention program due to a new NYS mandate. Environmental Health has established a complaint-based inspection process for the Mobile Home Park program.

**CHALLENGES:**

- Mobile Home Parks is a program that crosses over to on-site sewage disposal and public water. The majority of Mobile Home Parks within Cortland County have aging water and septic facilities which require enhanced scrutiny.

**INDIVIDUAL SEWAGE SYSTEMS**

**MANDATE/REGULATIONS:** This is a non-mandated program

**PURPOSE:** To ensure adequate septic systems (also known as onsite wastewater disposal systems). When improperly used or operated, septic systems can be a significant source of ground water contamination that can lead to waterborne disease outbreaks and other adverse health effects. The division oversees site inspections, percolation tests, engineered septic design and issues construction permits and certificates of completions and final inspections for onsite wastewater treatment systems.

**ESSENTIAL STATISTICS:** There were 80 permits issued in 2020.

**STAFFING:** In 2020, 0.48 FTE was spent in this program

**COST/REVENUE:** Funded through the \$97,241 Water Enhancement Grant money and permit fees, with the remaining costs funded at 36% State Aid.

**SUCSESSES:**

- This program enhances the safety of drinking water at non-public water systems through technical assistance, sanitary quality review, and activities related to the safe operations of on-site wastewater treatment systems.

**CHALLENGES:**

- There are varying levels of local code enforcement among the local municipalities, which makes it difficult to monitor all proposed installations within the County.

**POOLS AND BEACHES**

**MANDATE/REGULATIONS:** This is a mandated service under PHL Title 10 Part 6

**PURPOSE:** To inspect and issue permits to all public pools, beaches and water parks, including those at temporary residences. All new construction plans are reviewed for code compliance. Requirements concerning supervision, lifesaving equipment and training, water quality, and the operation and maintenance of the pool or beach are reviewed and reports of injuries or illnesses are investigated.

**ESSENTIAL STATISTICS:** There are 31 permitted facilities in Cortland County.

**STAFFING:** In 2020, 0.10 FTE was spent in this program.

**COST/REVENUE:** 36% State Aid plus permit fees

**SUCSESSES:**

- Thirty one permitted facilities.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The pool and beach programs were impacted in terms of in-person field visits to perform annual inspections at all regulated facilities. Due to a reduction of in-person inspections; the program scaled down to accommodate for a shift in responsibilities.
- Pools and Beaches cross over to temporary residences and Children's Camps.

## CHILDREN'S CAMPS

**MANDATE/REGULATIONS:** This is a mandated service under PHL Title 10 Part 7.

**PURPOSE:** To ensure the safety of day camps and overnight camps through inspection. Camp operators are required to submit a safety plan for review and approval. Key emphasis is on supervision requirements.

- On July 6, 2011, the definition of a Children's Camp was revised to include indoor camps with 2 or more activities, one of which is a non-passive activity with significant risk of injury.
- On June 22, 2016, the Children's Camp code Part 7-2 was amended to contain requirements for all camps enrolling one or more campers with a physical or developmental disability. Also, subdivision 7-2.25(b) contains additional requirements for "Camps for Children with
- Developmental Disabilities," which are camps with an enrollment of 20% or more campers with a developmental disability.

**ESSENTIAL STATISTICS:** There are 7 permitted facilities. There were 5 illness investigations and 15 injury/incident investigations in 2020.

**STAFFING:** In 2020, 0.21 FTE was spent in this program.

**COST/REVENUE:** 36% State Aid, Fee set by NYS at \$200. Many camps are exempt.

**SUCSESSES:**

- There were no reported disease outbreaks in 2020.
- EH staff is proactive in notifying camp staff of trends in reportable illness.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The Children's Camp program was impacted in terms of in-person field visits to perform annual inspections at all regulated facilities. Due to a reduction of in-person inspections; the program scaled down to accommodate for a shift in responsibilities.

- The NYS code sets the permit fee for Children's Camps at \$200 although municipal, charitable, philanthropic or religious organizations are exempt from paying that fee. Though seasonal, this is one of the most labor intensive programs for EH. The State Aid reimbursement does not keep up with the time spent in inspections and plan reviews required for permitting. Children's Camps program crosses over to on-site sewage disposal, public water, pools, beaches and food service.

### **CLEAN INDOOR AIR ACT (CIAA)**

**MANDATE/REGULATIONS:** This is a mandated service under PHL Article 13-E. CIAA limits smoking in indoor places of employment including all bars and restaurants. The amendment to the Act became effective on July 22, 2003.

**PURPOSE:** To limit smoking in indoor places of employment including bars and restaurants. Enforcement is conducted via complaint investigation and as an adjunct to any other EH program activity conducted by staff.

**ESSENTIAL STATISTICS:** In 2020; One (1) formal complaint was received.

**STAFFING:** In 2020, 0.00 FTE was spent in this program.

**COST/REVENUE:** 36% State Aid

#### **SUCSESSES:**

- EH staff also works with Tobacco Enforcement program staff in investigating complaints involving multi-unit housing.

#### **CHALLENGES:**

- A small EH staff has made it difficult to conduct compliance checks as we lack the element of surprise. Most compliance checks in bars have to be conducted after hours. Any legislation concerning e-cigarettes and their use in public spaces will impact this program.

## LEAD POISON CONTROL PROGRAM

**MANDATE/REGULATIONS:** This is a mandated service under PHL Title 10 of Article 13 Part 67. Beginning in April 2010, contractors performing renovation, repair and painting projects that disturb lead-based paint in homes, child care facilities, and schools built before 1978 must be certified by US EPA and follow specific work practices to prevent lead contamination.

**PURPOSE:** To identify sources of lead exposure, through environmental inspections, for children who have been identified as having lead poisoning. To ensure that information is available to the public regarding environmental sources of lead poisoning and safe renovation techniques.

**ESSENTIAL STATISTICS:** In 2020; There were 24 (71%INCREASE from 2019) new and open cases, 16 XRF assessments (220%INCREASE from 2019), 4 Notice and Demands were issued and 2 houses were posted for containing high lead levels.

**STAFFING:** In 2020, 0.53 FTE EH time was spent in this program along with nursing time. 1 EPA certified lead risk assessor is on staff. Additional staff trained in Lead Inspections to assist in the Program.

**COST/REVENUE:** 36% State Aid & lead grant funded (utilized by nursing staff).

**SUCCESSSES:**

- Environmental Health maintained uninterrupted Lead program support throughout the course of the COVID-19 pandemic.
- Environmental staff works closely with the Lead program nurse to coordinate medical and environmental aspects of lead poisoning.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The Lead program was impacted by obstacles that inspectors encountered when attempting to access a property for inspection; including significant delays.
- Recent legislative changes passed by New York State have significantly increased the work requirements within the Program. This in turn has an

impact on several Environmental Health programs as the Department has taken steps to eliminate non-mandated EH programs from the County Sanitary Code to absorb the extra workload.

- Recent amendments to Part 67 of Title 10 of the NY Codes, Rules and Regulations include amendments to Subpart 67-1 to change the definition of an elevated blood lead level from a confirmed blood lead test result of 10 micrograms per deciliter to 5 micrograms per deciliter and revised the levels that trigger environmental management from 15 micrograms per deciliter to 5 micrograms per deciliter.

### **ADOLESCENT TOBACCO-USE PREVENTION ACT (ATUPA)**

**MANDATE/REGULATIONS:** This is a mandated service under PHL Section 1399. The enforcement for selling tobacco to minors has been shifted from the criminal justice system to the public health administrative system with the implementation of a law that took effect September 6, 1992.

**PURPOSE:** Grant work plans require compliance checks for all facilities that sell tobacco products. If the grant funds are not accepted, the County is still responsible, without funding, to do the enforcements and hearings for all violations cited by an outside contractual agency.

**ESSENTIAL STATISTICS:** In 2020, there were 43 tobacco retailers. 1 enforcement action was generated in 2020 for improper location of tobacco products being offered for sale.

**STAFFING:** In 2020, 0.04 FTE was spent in this program.

**COST/REVENUE:** Mandated 100% funded by ATUPA grant of \$146,600.00 for 5 years 2018 – 2023 and/or 36% State Aid.

### **SUCCESSSES:**

- EH works closely with Health Education Tobacco Free Program staff member. On October 1, 2016, T21 became effective in Cortland County which raised the age to purchase tobacco and related products to 21. The County Sanitary Code was revised to reflect this regulation. On July 16, 2019 legislation was signed amending Article 13-F of NYS Public Health

Law raising the minimum age to buy tobacco, herbal and electric cigarettes from 18 to 21 years of age.

**CHALLENGES:**

- It has become increasingly difficult to recruit youth for compliance checks. Budget constraints are a barrier to T21 compliance checks.
- Recent legislative changes passed by New York State have significantly increased the work requirements within the Program.

**RADIATION PROTECTION**

**MANDATE/REGULATIONS:** This is a mandated service under PHL Title 10, Part 16

**PURPOSE:** To respond to radiation emergencies affecting the municipality and provide information on health effect from radiological exposures

**STAFFING:** We do not permit or conduct inspections of equipment

**COST/REVENUE:** 36% State Aid, some equipment and training can be paid through the Bio Terrorism grant

**CHALLENGES:**

- We would rely heavily on NYS for response to radiological emergencies

**ENVIRONMENTAL ASSESSMENT PROGRAM**

**MANDATE/REGULATIONS:** This is a mandated service under PHL section 225

**PURPOSE:** To investigate suspected hazardous waste sites; facilitation of remedial action at these sites; response to air quality and chemical exposure issues affecting public health. Assess exposures during oil spills and respond if people require relocation (relocation most often occurs as a result of home heating fuel spills).

- Hazardous Waste Sites – Working with State and Federal agencies on the investigation, monitoring and remediation of hazardous waste sites (Rosen Site, Smith-Corona Site)

- Indoor Air Quality – Investigate possible environmental exposures in the home
- Chemical emergencies—Provide information on health effect from chemical exposures
- Emergency Oil Spill Relocation Program
- Protection Against Legionella

**ESSENTIAL STATISTICS:** none

**STAFFING:** In 2020, 0.03 FTE was spent in this program

**COST/REVENUE:** 36% State Aid.

**SUCSESSES:**

- Staff actively participates in the Local Emergency Planning Committee (LEPC). In 2020 investigations into local Legionellosis outbreaks continued. This was a cooperative effort between Nursing and Environmental staff. An Emergency Regulation (NYSDOH) became effective on August 17, 2015 to protect against outbreaks of Legionnaires' Disease associated with cooling towers. Public Health Law Section 225(5)(a) Part 4 –Protection Against Legionella became effective on July 6, 2016.

**CHALLENGES:**

- Adequate “diagnostic” testing of patients presenting at the local hospital created a challenge for clinical investigation. Regulations passed by NYSDOH do not address the activities associated with monitoring or enforcement.

**COOLING TOWER**

**MANDATE/REGULATION:** Public Health Law Section 225(5)(a) Part 4 – Protection

**PURPOSE:** To protect against outbreaks of Legionnaires' disease associated with cooling towers.

**ESSENTIAL STATISTICS:** In 2020, Cortland County had approximately 33 cooling towers registered.

**STAFFING:** In 2020, 0.01 FTE was spent in this program.

**COST/REVENUE:** 36% State Aid.

**SUCSESSES:**

- EH staff monitors the NYSDOH cooling tower registry for facility sampling compliance. The4se efforts decrease the risk of Legionella transmission from cooling towers.
- Laws for Protection Against Legionella became effective on July 6, 2016.

**CHALLENGES:**

- Funding did not increase with the establishment of a new program.

**RADON**

**MANDATE/REGULATIONS:** This is a non-mandated program

**PURPOSE:** To decrease the incidence of lung cancer and other respiratory illness resulting from exposure to radon by encouraging radon testing in the home and remediation interventions

**ESSENTIAL STATISTICS:** 201 (90% INCREASE from 2019) Radon test kits were distributed through Environmental Health to the public in 2020.

**STAFFING:** In 2020, 0.00 FTE was spent in this program in addition to Health Education Staff

**COST/REVENUE:** 36% State Aid plus \$48,330 grant for a 5-year grant period from July 2015 through 2020. 25% of the grant each year is directed to hometest kits which are given out free of charge to County residents.

**SUCSESSES:**

- Cortland County has some of the highest indoor radon levels in NY State. Information on remediation system installation for new construction is handed out with each new septic system permit. We track radon test results with GIS mapping software.

**CHALLENGES:**

- It is difficult to ascertain how many radon mitigation systems were installed

during new construction. If the Uniform Code required installation, the program would be more successful.

## **MIGRANT FARMWORKER HOUSING**

**MANDATE/REGULATIONS:** Mandated service under PHL Title 10 part 15

**PURPOSE:** To ensure that public health standards are met in Migrant Farmworker Housing thus affording the highest degree of protection possible to the occupants.

**ESSENTIAL STATISTICS:** In 2020 there was 1 facility.

**STAFFING:** In 2020, 0.01 FTE was spent in this program.

**COST/REVENUE:** Reimbursed 36% State Aid plus permit fees.

**SUCSESSES:**

- Main Street Farms continue to utilize the H2A program for staffing.

**CHALLENGES:**

- Environmental Health continues to build rapport with facility management. Previously the facility was regulated under the US Department of Labor.

## **AGRICULTURAL FAIRGROUNDS**

**MANDATE/REGULATIONS:** Mandated service under PHL Title 10 part 7

**PURPOSE:** To conduct annual inspections and issue permits. Water supplies, human and animal waste disposal systems, campgrounds, food supply, etc. are inspected to assure health and safety of the occupants and public in general.

**ESSENTIAL STATISTICS:** In 2020 there was 1 facility.

**STAFFING:** In 2019, 0.00 FTE was spent in this program.

**COST/REVENUE:** Reimbursed 36% State Aid plus permit fees.

**CHALLENGES:**

- COVID-19 has proven to be the greatest obstacle and challenge with respect to all environmental programs. The Agricultural Fairgrounds program was impacted by facility closure in 2020.



## Cortland County System of Care

### *Memorandum of Understanding*

*January 2022*

**In recognition of** the need to strengthen Cortland County's children and youth serving systems and to provide timely access to resources that support a trauma-informed community. This will be done by strengthening the current infrastructure for children and youth services, decreasing the service delivery gaps, and collaborating on data collection.

**It is hereby reaffirmed** that the **Cortland County System (SOC)** was created to:

1. Ensure availability of and access to a broad, flexible array of effective, evidence-informed, community-based services and supports for children and their families, that address their physical, emotional, social, and educational needs, including traditional and nontraditional services, as well as informal and natural supports.
2. Provide individualized services in accordance with the unique potential, strengths, and needs of each child and family, guided by an individualized, "wraparound" service planning process, and an individualized service plan developed in true partnership with the child and family.
3. Deliver services and supports within the least restrictive, most normative environments that are clinically appropriate.
4. Ensure that families, other caregivers, and youth are full partners in all aspects of the planning and delivery of their own services and in the policies and procedures that govern care for all children and youth in their community, state, territory, tribe, and nation.
5. Ensure cross-system collaboration, with linkages among child-serving systems and mechanisms for system-level management, coordination, and integrated management of service delivery and costs.
6. Provide care management or similar mechanisms to ensure that multiple services are delivered in a coordinated and therapeutic manner and that children and their families can move through the system of services in accordance with their changing needs.
7. Provide developmentally appropriate services and supports that promote optimal social-emotional outcomes for young children and their families in their homes and community settings.
8. Provide developmentally appropriate services and supports to facilitate the transition of youth to adulthood and to the adult service system as needed.
9. Incorporate or link with mental and physical health promotion, prevention, and early identification and intervention to improve long-term outcomes, including mechanisms to identify problems at an earlier stage, and behavioral health promotion and prevention activities directed at all children and adolescents.
10. Incorporate continuous accountability mechanisms to track, monitor, and manage the achievement of system of care goals; fidelity to the system of care philosophy; and quality, effectiveness, and outcomes at the system level, practice level, and child and family level.
11. Protect the rights of children and families and promote effective advocacy efforts.
12. Provide services and supports without regard to race, religion, national origin, gender, gender expression, sexual orientation, physical disability, socio-economic status, geography, language, immigration status, or other characteristics, and services should be sensitive and responsive to these differences.

**It is envisioned that** Cortland County's System of Care is:

1. Family driven and youth guided, with the strengths and needs of the child and family determining the types and mix of services and supports provided.
2. Community based, with the locus of services as well as system management resting within a supportive, adaptive infrastructure of structures, processes, and relationships at the community level.
3. Culturally and linguistically competent, with agencies, programs, and services that reflect the cultural, racial, ethnic, and linguistic differences of the populations they serve to facilitate access to and utilization of appropriate services and supports.

**It is further agreed** that the goals of **Cortland County System of Care** are to:

1. To better understand current programs and services offered and increase collaboration amongst those programs and systems.
2. To develop a clear line of communication when working with children and youth that integrates treatment to better align treatment goals, diagnostic assessments, and use of emergency services.
3. Increase the advocacy and involvement of Youth Peer Voice and Family Peer Voice in services.
4. Provide outreach to families in the rural areas and families that have children with a history of truancy.
5. Advocate to reduce unnecessary emergency room visits, while increasing the use of community crisis supports, including mobile crisis and respite options.
6. Continually evaluate quality improvement measures that identify service gaps and innovative solutions.

**It is agreed** that the following systems will be represented on the **Cortland County System of Care** and are committed to participating in the monthly meetings, assist in implementing the action plan, share aggregated data and provide continual quality improvement of the county's youth system of care.

**Mental Health, Medical, Care Management, Education, Community Providers, Substance Use, Crisis Services, Public Health, Juvenile Justice, Developmental Disabilities, Caregivers, Child Welfare, Family and Youth Voice.**

**It is understood** that each participating entity will ensure each other that they will protect the confidentiality of any and all Protected Health Information (PHI) shared with or made available to other parties under the Health Insurance Portability and Accountability Act (HIPAA).

**It is understood** that each participating entity will follow confidential requirements as required by their governing agency.

**It is understood** that SOC is a partnership of agencies, professionals, and community members who collaborate for the purpose of improving access to care and support. Strong lines of communication between entities are essential to the success of the SOC.

**It is understood** that all efforts will be made by members of the SOC team to refer, assess and treat all clients. This process should begin as soon as the referral is received. If this is not possible (i.e. Waitlists), each agency agrees to present the barriers at hand to the SOC for further discussion.

**It is understood** that a member of Cortland County's SOC team may opt out of this agreement through a written request if the agency deems it to be necessary, but such agency agrees to present the issue at hand to the SOC for discussion and possible resolution before withdrawing its participation.

**It is understood** that all agencies signing this MOU will follow confidentiality requirements as required by their governing bodies first and foremost.

The undersigned agree with the attached Cortland County System of Care Team Interagency Agreement and recognize the importance of the multi-system team approach in supporting children and youth navigating services in Cortland County.

**Mental Health:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Medical:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Care Management:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Education:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Community Providers:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Substance Use:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Crisis Services:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Public Health:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Juvenile Justice:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Developmental Disabilities:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Caregivers:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Child Welfare:**

Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Agency: \_\_\_\_\_ Signature: \_\_\_\_\_

**Youth Voice.**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_



### Traffic Safety Board

| Name             | Organization                          | Address                                    | Term Expiration |
|------------------|---------------------------------------|--------------------------------------------|-----------------|
| ReBecca Smith    | Cortland County Health Department     | 24 Pearne Avenue<br>Cortland, NY 13045     | 12/31/22        |
| Mark Helms       | Cortland County Sheriff               | 54 Greenbush Street<br>Cortland, NY 13045  | 12/31/24        |
| David Guerrera   | Cortland City Police Department       | 2216 Parks Road<br>Cortland, NY 13045      | 12/31/23        |
| Eric Mulvihill   | Community Member                      | 9 South William Street<br>Homer, NY 13077  | 12/31/23        |
| Robert Pitman    | Village of Homer Police Chief         | 43½ James Street Homer,<br>NY 13077        | 12/31/24        |
| Jennifer Hillman | Cortland County Health Department     | 18 Hickory Park Road<br>Cortland, NY 13045 | 12/31/22        |
| John Gallagher   | Cortland County Sheriff's Department  | 54 Greenbush Street<br>Cortland, NY 13045  | 12/31/23        |
| Catherine Wilde  | Seven Valleys Health Coalition        | 20 Kennedy Parkway<br>Cortland, NY 13045   | 12/31/22        |
| Paul Heider      | Chairman, Cortland County Legislature | 60 Central Avenue<br>Cortland, NY 13045    | Ex-Officio      |
| Rob Corpora      | Cortland County Administrator         | 60 Central Avenue<br>Cortland, NY 13045    | Ex-Officio      |
| Melissa Potter   | Community Member                      | 60 Central Avenue<br>Cortland, NY 13045    | 12/31/24        |
| Sandy Griep      | Community Member                      | 94 Cortland Street<br>Marathon, NY 13803   | 12/31/22        |
| Cheyenne Cute    | Cortland City Police Department       | 25 Court Street<br>Cortland, NY 13045      | 12/31/24        |



**CORTLAND COUNTY LEGISLATURE RULES OF ORDER**  
**Adopted 11/18/21 – Resolution 310-21**

filled as follows:

- a. 1<sup>st</sup> The current appointee recommended by the last sitting committee shall be nominated and considered for the position by vote of the new sitting legislature; if not approved for appointment by a sufficient vote of the legislature; then
- b. 2<sup>nd</sup> The legislature shall then nominate and consider from the applicants who filed appropriate documentation with the Personnel Officer, any such successfully nominated applicant shall be subject to meeting other requirements as the County has established (i.e. drug test); if no such applicant is approved for appointment by a sufficient vote of the legislature; then
- c. 3<sup>rd</sup> The legislature shall accept from the floor nominations of persons who did not apply. These nominations shall be subject to providing valid and sufficient proof that they meet the minimum qualifications for the position and subject to all other requirements demanded of new employees of the County.

**B. Procedure for Election of a Chair**

- i. The Chair shall be elected by a majority vote of the whole number of weighted votes of the total membership of the Legislature. The Clerk of the County Legislature last ~~elected~~-appointed shall act as Chair pro tem. If the Clerk of the Legislature last appointed is not available, the County Clerk shall preside over the election of the Chair. He/She shall call the County Legislature to order and call the roll, followed by a pledge of allegiance to the flag. Whereupon the Chair pro tem shall declare, "The first order of business is the election of the Chair." Nominations for the office of Chair shall then be taken from the floor and such nominations must be seconded. Before proceeding to an election, the Chair pro tem shall inquire if there are any further nominations. If there is no response, the Chair pro tem shall declare the nominations closed. Voting shall be by full roll call with each legislator, when the legislator's name is called, declaring the name of the candidate of the legislator's choice who has been duly nominated and seconded. Should there be no weighted majority of the Legislature after the initial roll is called, the two nominees receiving the highest number of weighted votes shall then be the only candidates named for a second round of roll call voting. Voting will again be by full roll call with each legislator, when the legislator's name is called, declaring the name of one of the two candidates remaining. Upon weighted voting of the County Legislature; whereupon the Chair pro tem shall declare the duly elected Chair. Upon election, the Chair shall immediately assume all duties and responsibilities of the office and shall continue to act in such capacity until the termination of his/her office.
- ii. The Chair's term will be through December 31 in the next odd-numbered year.
- iii. In the event a Chair is not elected at the biennial organizational meeting, a Chair shall be elected at a recessed meeting held no later than February 1 in the even-numbered year.
- iv. In the event of the failure of the Legislature to elect a Chair on or before February 1 in

WHEREAS, the County Legislature form of government was created by Local Law No. 02 for the year 1972 which was submitted to a mandatory referendum in the manner provided by law and was approved by referendum and became effective as of January first, nineteen hundred seventy-four, AND

WHEREAS, Article II, of Local Law No. 02 for the year 1972 provides that the County Legislature constitutes the legislative, appropriating, policy determining and governing body of the County, AND

WHEREAS, the Legislature by Resolution Number 361 of 1974 created the positions of Majority Leader and Minority Leader without a specific term of office, AND

WHEREAS, the Legislature's intent is to provide for the Office of Majority Leader and for the Office of Minority Leader with a term of office, NOW THEREFORE BE IT

RESOLVED, that:

SECTION 1. CREATION OF THE OFFICE OF MAJORITY LEADER

The position of Majority Leader is hereby abolished and the Office of Majority Leader is hereby created with a term of office of two years.

SECTION 2. CREATION OF THE OFFICE OF MINORITY LEADER

The position of Minority Leader is hereby abolished and the Office of Minority Leader is hereby created with a term of office of two years.

SECTION 3. ELECTION OF MAJORITY LEADER

The members of the Legislature belonging to the political party having the greatest number of total votes on said Legislature shall elect from its members a Majority Leader. The name of the Majority Leader shall be submitted to the Clerk of the Legislature in writing on the prescribed form signed by a majority of members of the respective party within five (5) calendar days of the biennial organization meeting.

SECTION 4. ELECTION OF MINORITY LEADER

The members of the Legislature belonging to the political party having the second greatest number of total votes on said Legislature shall elect from its members a Minority Leader. The name of the Minority Leader shall be submitted to the Clerk of the Legislature in writing on the prescribed form signed by a majority of members of the respective party within five (5) calendar days of the biennial organization meeting.

SECTION 5. OATH OF OFFICE

The Majority and Minority Leaders, after taking the oath of office, shall serve as officeholders until the expiration of their current terms as Legislators.

SECTION 6. POWERS AND DUTIES

The Majority and Minority Leaders:

- A. may sit on Standing and/or Special Committees to which they are not appointed, ex-officio, without vote;

- B. Shall note the absence of their respective members from a meeting because of medical reasons, death in the immediate family or an irrevocable commitment to other County business, and ask the Chair to excuse said members;
- C. May serve as temporary Chair of the Legislature. The Majority Leader shall serve as temporary Chair in the absence of the Chair for a meeting. In the absence of the Chair and the Majority Leader, the Minority Leader shall serve as the temporary Chair. In the absence of the Chair for a period longer than a Legislative session, the temporary Chair shall have all the duties power and duties of the Chair, except for committee assignments and reassignments.
- D. Shall carry out such other tasks and assume such other legislative responsibilities not inconsistent with the responsibilities of other elected or appointed officials, as the Chair or Legislature directs.
- E. Shall become familiar with the property, functions, and fiscal affairs of the County while serving as temporary Chair;
- F. May attend meetings of all boards, commissions, or other bodies appointed by the Legislature; those exercising County functions; or those expending County funds;
- G. May inspect all books, accounts, records, or documents pertaining to the property, money, or assets of the County over which the County has control while serving as temporary Chair;
- H. May make recommendations to the Legislature on legislation, rules, and regulations and such other matters deemed material and advisable and shall report to their respective caucus on matters brought to their attention by the Chair, County Administrator or department heads;

## Susan Wilson Log

January 2----Attended Organizational meeting 10am-11am—1hour

January 4----Reviewed materials for upcoming meetings 1.5 hours

January 6---Reviewed materials for upcoming meetings 1.5 hours

January 7—Attended Buildings and Grounds meeting

Attended Highway committee meeting

Attended Solid Waste committee meeting

Picked up mail. Checked in with office staff 9-12:30 3.5 hours

7.5

January 8----Reviewed materials for upcoming meeting 2 hours

January 9---Attended Agriculture, Planning and Environment meeting

Attending Health and Human Services meeting

Picked up and reviewed mail. 9-12 3 hours

5

January 14---Reviewed 2020 Adopted budget and Policy Impact report 2 hours

January 16---Reviewed county laws and policies 2 hours

4

January 21---Reviewed agenda and materials for Legislative session —4 hours

January 23---Reviewed materials, talked with legislatures etc. 3 hours

7

January 30---Special HHS meeting. 1.5 hours

Discussion with other legislatures 1.5 hours

3

Jan.  
26.5

February 4---Meeting with Beau Harbin to review issues 1.0 hour

1

February 6---Attended Rules of Order Revision Committee—1 hour

Consulting presentation 2 hours

Office check in .5 hours

3.5

February 8—Phone conversation with other legislators and District 5 constituents

no time?  
1 hr (see email  
attached)

February 9---Reviewed materials for upcoming meetings 3 hours

February 11---Building and Grounds meeting 1 hour

Office check in. Reviewed materials in mail .5

Reviewed Materials for upcoming meeting 1.5

6

February 13---Attended Agriculture, Planning and Environment meeting

Attended Health and Human Services

Reviewed Mail office check in 4 hours

Mental Health director hiring committee 2 hours

6

February 18----Attended Personnel Committee Meeting 1 hour

1

17.5

WHL

|                                                                                                                                                                   |                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| February 20---Attended Buildings and Grounds special meeting 1.5<br>Reviewed mail and office check in .5 hours<br>Interviews for Mental Health Position 2.5 hours | 4.5                             |
| February 23---Reviewed materials for legislator meeting, discussions with constituents, legislators 3 hours                                                       | 3                               |
| February 26---Interviews for Mental Health position 1 hour                                                                                                        | 1                               |
| February 27---Office check in, Meetings, Legislative meeting 2.5 hours                                                                                            | 2.5 (28.5)                      |
| March 2---Review for meetings 1 hour                                                                                                                              | 4.5 (29.5)                      |
| March 3---Health and Human Services meeting 2.5 hours<br>Attended and spoke at UUP rally. Talked to constituents 1 hour                                           | 4.5                             |
| March 10---Buildings and Grounds meeting<br>Office check in 1.25 hours<br>Review of materials for meetings 2 hours                                                | 3.25                            |
| March 12---Attended Agriculture, Planning and Environment meeting<br>Attended Health and Human Services meeting<br>Mail and office check in---3.5 hours           | 3.5                             |
| March 15---Discussed issues with other legislators 2 hours                                                                                                        |                                 |
| March 16---Reviewed agenda materials 1 hour                                                                                                                       |                                 |
| March 17---Attended Special meeting of Personnel Committee<br>Attended County Legislature special meeting                                                         | 5 minutes<br>0.5 (per Savannah) |
| Various in March---fielded calls and emails from constituents, updated my social media daily from March 23 on regarding COVID 2 hours                             | 2 (3)                           |
| Various in April---Updated social media daily regarding COVID, fielded calls from legislators and constituents 2 hours                                            | 2                               |
| April 6---Reviewed materials for meeting 2 hours                                                                                                                  |                                 |
| April 7---Test meeting .5                                                                                                                                         | 6.5                             |
| April 8---Consulting meeting 4 hours                                                                                                                              |                                 |
| April 11---Fielded calls and concerns from constituents 1 hour                                                                                                    |                                 |
| April 12---Reviewed agenda and materials                                                                                                                          |                                 |
| April 14---Attended Budget and Finance meeting and reviewed materials for legislative meeting 3 hours                                                             | 5                               |
| April 16---Attended the legislative meeting 1.0                                                                                                                   |                                 |

Attachment: S Wilson ROA (362-21 : Amend Resolution 212-20 Standard Workday Reporting for Elected and Appointed Officials)

April 17----Seven Valleys Health Coalition meeting 1.5

April 21----Cortland County Soil and Water Conservation District Meeting—2 hours

April 23---Special Meeting-Committee of the whole---1 hour

4.5

April 7----Reviewed materials for meeting 1 hour

April 8---Committee as a whole meeting

45 minutes  
(per Savannah)

1  
0.75

19.75

Smu

Legislator  
Location Code 10D11  
2/11/21

69.8 Jan, Feb, March 2020

*Kevin Fitch*

13.33.b

|           |                                                     | Legislator, District 8 (Preble Scott Homer) |
|-----------|-----------------------------------------------------|---------------------------------------------|
| Date      | Meeting Description                                 | Time                                        |
| Dec-19    | Swearing in                                         | 10:00am - 12:00PM                           |
| 1/8/2020  | Town of Scott Board Meeting                         | 6:00PM - 7:00PM                             |
| 1/9/2020  | Ag, Planning and Environment Committee Meeting      | 9:00AM - 10:00AM                            |
| 1/13/2020 | Town of Homer Board Meeting                         | 6:30pm - 7:45pm                             |
| 1/14/2020 | Personnel Committee Meeting                         | 9:00AM - 10:30AM                            |
| 1/14/2020 | Budget and Finance Meeting                          | 12:30PM - 2:30PM                            |
| 1/14/2020 | Town of Preble Board Meeting                        | 7:00PM - 8:00PM                             |
| 1/18/2020 | Preble Resident meeting                             | 10:00AM - 11:30AM                           |
| 1/23/2020 | Caucus/Legislative Session                          | 5:00PM - 7:45PM                             |
| 2/6/2020  | NYSAC Meeting (TransPro Consulting)                 | 10:00AM - 12:00PM                           |
| 2/10/2020 | Town of Preble Board Meeting                        | 7:00PM - 8:00PM                             |
| 2/11/2020 | Town of Scott Board Meeting                         | 6:00PM - 7:00PM                             |
| 2/13/2020 | Ag, Planning and Environment Committee Meeting      | 9:00AM - 10:00AM                            |
| 2/18/2020 | Personnel Committee Meeting                         | 9:00AM - 10:30AM                            |
| 2/18/2020 | Budget and Finance Meeting                          | 12:30PM - 2:30PM                            |
| 2/19/2020 | Cortland County Planning Committee Meeting          | 6:30PM - 7:30PM                             |
| 2/27/2020 | Caucus/Legislative Session                          | 5:00PM - 7:30PM                             |
| 3/4/2020  | Town of Homer Board Meeting                         | 6:30PM - 7:45PM                             |
| 3/6/2020  | Committee Chair(s) Special Meeting                  | 9:00AM - 11:30PM                            |
| 3/9/2020  | Town of Preble Board Meeting                        | 7:00PM - 8:00PM                             |
| 3/9/2020  | Town of Scott Board Meeting                         | 6:00PM - 7:00PM                             |
| 3/17/2020 | Special Legislative Session                         | 6:00PM - 8:00PM                             |
| 3/30/2020 | DEC Meeting for Grout Brook Bridget (Town of Scott) | 9:00AM - 10:30AM                            |

2  
 1  
 1  
 1 hr 15 min  
 1 hr 30  
 2  
 1  
 1 hr 30  
 2 hr 45  
 2  
 1  
 1  
 1  
 1 hr 30  
 2 hr  
 1  
 1 hr 30  
 1 hr 15  
 2 hr 30  
 1 hr  
 1 hr  
 2 hr  
 1 hr 30

1.64  
 1.52 / 2.28

34.25 hours  
 Legislator  
 Location Code 10011

*He J...*

34.25  
 4.25  
 255 minutes

Attachment: K Fitch ROA (362-21 : Amend Resolution 212-20 Standard Workday Reporting for Elected and Appointed Officials)

**Record of Activities****Name: John T. Banewicz****Title: Treasurer****Employer: Cortland County****February 2020**

| DATE | ACTIVITY                              | START TIME | END TIME | HOURS |
|------|---------------------------------------|------------|----------|-------|
| 3    | Answer E-mails                        | 8:00       | 9:00     | 1.00  |
|      | February Reports                      | 9:00       | 10:45    | 1.75  |
|      | Bank Run                              | 10:45      | 11:30    | 0.75  |
|      | Installment Agreement                 | 12:30      | 1:00     | 0.50  |
|      | Abandoned Property Research           | 1:00       | 4:00     | 3.00  |
|      | Sign Checks & Various Forms           | 4:00       | 4:30     | 0.50  |
| 4    | Answer E-mails                        | 7:30       | 8:00     | 0.50  |
|      | Open Estates Research                 | 8:00       | 10:00    | 2.00  |
|      | Citizens Bank Mtg.                    | 10:00      | 11:00    | 1.00  |
|      | Installment Agreement                 | 11:00      | 11:30    | 0.50  |
|      | Bank Run                              | 11:30      | 12:15    | 0.75  |
|      | Sign Checks & Various Forms           | 12:45      | 1:00     | 0.25  |
|      | Answer E-mails                        | 1:00       | 1:30     | 0.50  |
|      | Contact Open Estate Attorneys         | 1:30       | 2:30     | 1.00  |
|      | Format letters to Attorneys           | 2:30       | 4:00     | 1.50  |
| 5    | Answer E-mails                        | 7:00       | 7:30     | 0.50  |
|      | Research Estates, sign checks & forms | 7:30       | 9:30     | 2.00  |
|      | Mtg. with J.P. Morgan Rep             | 9:30       | 11:00    | 1.50  |
|      | Bank Run                              | 11:00      | 11:45    | 0.75  |
|      | E-mails, mail, sign documents         | 12:30      | 1:30     | 1.00  |
|      | Installment Agreement                 | 1:30       | 2:00     | 0.50  |
|      | Open Estates Research                 | 2:00       | 4:00     | 2.00  |
|      | February Reports, Contact Attorneys   | 4:00       | 5:30     | 1.50  |
| 6    | Answer E-mails                        | 8:00       | 8:30     | 0.50  |
|      | Sign Documents                        | 8:30       | 9:00     | 0.50  |
|      | Bail Forfeiture                       | 9:00       | 10:15    | 1.25  |
|      | Bank Run                              | 10:15      | 11:00    | 0.75  |
|      | Installment Agreement                 | 11:00      | 11:30    | 0.50  |
|      | Dept Head Mtg.                        | 12:30      | 1:30     | 1.00  |
|      | 3 Installment Agreements              | 1:30       | 3:00     | 1.50  |
|      | Dryden Bank                           | 3:00       | 4:30     | 1.50  |
|      | Total                                 |            |          | 32.75 |
| 7    | Off                                   |            |          |       |
| 10   | Answer E-mails                        | 8:00       | 8:30     | 0.50  |
|      | Open Estates Research                 | 8:30       | 9:00     | 0.50  |
|      | Bank Run                              | 9:00       | 9:45     | 0.75  |

|           |                               |       |       |      |
|-----------|-------------------------------|-------|-------|------|
|           | Installment Agreement         | 9:45  | 10:15 | 0.50 |
|           | Another Bank Run              | 10:15 | 11:15 | 1.00 |
|           | Sign Papers                   | 11:15 | 11:45 | 0.50 |
|           | Bail Forfeiture               | 12:30 | 2:30  | 2.00 |
|           | Open Estates                  | 2:30  | 5:00  | 2.50 |
| <b>11</b> | Answer E-mails                | 8:00  | 8:30  | 0.50 |
|           | Policy & Procedures           | 8:30  | 10:30 | 2.00 |
|           | Bank Run                      | 10:30 | 11:15 | 0.75 |
|           | Sign Checks & Documents       | 11:15 | 12:15 | 1.00 |
|           | Phone Calls & e-mails         | 12:45 | 2:00  | 1.25 |
|           | Estates - Policy & Procedures | 2:00  | 5:00  | 3.00 |
| <b>12</b> | Answer E-mails                | 8:00  | 8:30  | 0.50 |
|           | Open Estates, Sign Documents  | 8:30  | 10:00 | 1.50 |
|           | Bank Run                      | 10:00 | 12:00 | 2.00 |
| <b>13</b> | Answer E-mails                | 8:00  | 8:30  | 0.50 |
|           | Open Estates                  | 8:30  | 10:00 | 1.50 |
|           | Foreclosure Auction           | 10:00 | 11:15 | 1.25 |
|           | Bank run                      | 11:15 | 12:00 | 0.75 |
|           | Sign Documents                | 12:30 | 1:00  | 0.50 |
|           | Foreclosure Auction           | 1:00  | 2:00  | 1.00 |
|           | Verify Bank Statements        | 2:00  | 5:00  | 3.00 |
| <b>14</b> | Answer E-mails                | 8:00  | 8:30  | 0.50 |
|           | Verify Accounts               | 8:30  | 10:00 | 1.50 |
|           | Bank Run                      | 10:00 | 10:45 | 0.75 |
|           | Open Estates Phone Calls      | 10:45 | 11:00 | 0.25 |
|           | Sign Documents & File         | 11:00 | 12:00 | 1.00 |
|           | Bail Research                 | 12:30 | 1:00  | 0.50 |
|           | Verify Accounts               | 1:00  | 3:00  | 2.00 |
|           | Estate Research               | 3:00  | 4:30  | 1.50 |
| <b>17</b> | Holiday                       |       |       |      |
| <b>18</b> | Answer E-mails                | 8:00  | 8:30  | 0.50 |
|           | Deputy Appointment            | 8:30  | 9:15  | 0.75 |
|           | Bank Run                      | 9:15  | 10:00 | 0.75 |
|           | Workman's Comp                | 10:00 | 11:00 | 1.00 |
|           | Verify Receipts Dispersals    | 11:00 | 12:00 | 1.00 |
|           | Budget & Finance Mtg.         | 12:30 | 2:30  | 2.00 |
|           | Open mail, Answer E-mails     | 2:30  | 3:30  | 1.00 |
|           | Open Estates                  | 3:30  | 5:30  | 2.00 |
|           | City Council Mtg              | 5:30  | 8:30  | 3.00 |
| <b>19</b> | Answer E-mails                | 8:00  | 8:30  | 0.50 |

|    |                                    |       |       |      |
|----|------------------------------------|-------|-------|------|
|    | Open Estates                       | 8:30  | 9:30  | 1.00 |
|    | Bank Run                           | 9:30  | 10:30 | 1.00 |
|    | Sign Documents                     | 10:30 | 11:00 | 0.50 |
|    | Policies & Procedures              | 11:00 | 12:00 | 1.00 |
|    | Policies & Procedures              | 12:30 | 4:30  | 4.00 |
| 20 | Answer E-mails                     | 8:00  | 8:30  | 0.50 |
|    | Sign Checks                        | 8:30  | 9:00  | 0.50 |
|    | Bank Run                           | 9:00  | 9:45  | 0.75 |
|    | Open Estates                       | 9:45  | 12:00 | 2.25 |
|    | Abandoned Property                 | 12:30 | 3:00  | 2.50 |
|    | Charge Back Billing                | 3:00  | 3:30  | 0.50 |
|    | Policy & Proceedings               | 3:30  | 5:30  | 2.00 |
| 21 | Answer E-mails                     | 8:00  | 8:30  | 0.50 |
|    | Policy & Proceedings               | 8:30  | 9:30  | 1.00 |
|    | Bank Run                           | 9:30  | 10:15 | 0.75 |
|    | Sign Documents                     | 10:15 | 10:45 | 0.50 |
|    | Abandoned Property                 | 10:45 | 12:00 | 1.25 |
|    | Policies & Procedures              | 12:30 | 4:00  | 3.50 |
| 24 | Answer E-mails                     | 8:00  | 8:30  | 0.50 |
|    | Miller St County Property Research | 8:30  | 10:30 | 2.00 |
|    | Bank Run                           | 10:30 | 11:15 | 0.75 |
|    | Sign Documents                     | 11:15 | 11:45 | 0.50 |
|    | Policy & Procedures                | 12:15 | 3:30  | 3.25 |
|    | Phone Calls & Emails               | 3:30  | 4:30  | 1.00 |
| 25 | Answer E-mails                     | 8:00  | 8:30  | 0.50 |
|    | Policies & Procedures              | 8:30  | 10:30 | 2.00 |
|    | Served Summons                     | 10:30 | 11:00 | 0.50 |
|    | Workman's Comp                     | 11:00 | 11:30 | 0.50 |
|    | Bank Run                           | 11:30 | 12:15 | 0.75 |
|    | Sign Documents                     | 12:45 | 1:00  | 0.25 |
|    | Auction Planning                   | 1:00  | 2:00  | 1.00 |
|    | Answer E-mails                     | 2:00  | 3:00  | 1.00 |
|    | Policy & Procedures                | 3:00  | 5:00  | 2.00 |
| 26 | Insurance Changes Mtg              | 7:00  | 8:00  | 1.00 |
|    | Answer E-mails                     | 8:00  | 8:30  | 0.50 |
|    | Notary Stamp Research              | 8:30  | 9:00  | 0.50 |
|    | Abandoned Property                 | 9:00  | 11:00 | 2.00 |
|    | Bank Run                           | 11:00 | 12:00 | 1.00 |
|    | Sign Documents                     | 12:30 | 1:00  | 0.50 |
|    | Auction date Mtg w/ Auctioneer     | 1:00  | 3:00  | 2.00 |
| 27 | Answer E-mails                     | 8:00  | 8:30  | 0.50 |

|    |                                |       |       |      |
|----|--------------------------------|-------|-------|------|
| 5  | Answer E-mails                 | 8:00  | 8:30  | 0.50 |
|    | Abandoned Property Waiver      | 8:30  | 9:00  | 0.5  |
|    | Review Auction RFP             | 9:00  | 10:00 | 1    |
|    | Bank Run                       | 10:00 | 10:45 | 0.75 |
|    | Prep for Dept Hd Mtg           | 10:45 | 12:30 | 1.75 |
|    | Dept Hd Mtg                    | 1:00  | 2:30  | 1.5  |
|    | Sign Documents                 | 2:30  | 3:30  | 1    |
| 6  | Update Comp Files, File Papers | 3:30  | 4:30  | 1    |
|    | NYS Treasurer Assoc Mtg Syr    | 7:00  | 3:00  | 8    |
| 9  | Answer E-mails                 | 8:00  | 8:30  | 0.50 |
|    | Sign Documents                 | 8:30  | 9:00  | 0.50 |
|    | JDAD                           | 9:00  | 10:30 | 1.50 |
|    | Bank Run                       | 10:30 | 11:30 | 1.00 |
|    | File Paperwork                 | 11:30 | 12:30 | 1.00 |
|    | Off                            |       |       |      |
| 10 | Answer E-mails                 | 8:00  | 8:30  | 0.50 |
|    | Workmans Comp                  | 8:30  | 9:00  | 0.50 |
|    | Sign Documents                 | 9:00  | 9:30  | 0.50 |
|    | Bank Run                       | 9:30  | 10:15 | 0.75 |
|    | File Paperwork                 | 10:15 | 11:30 | 1.25 |
|    | Phone Calls, emails, JDAD      | 12:00 | 1:00  | 1.00 |
|    | Research Trusts                | 1:00  | 5:00  | 4.00 |
| 11 | Answer E-mails                 | 8:00  | 8:30  | 0.50 |
|    | Trusts                         | 8:30  | 10:30 | 2.00 |
|    | Bank Run                       | 10:30 | 11:15 | 0.75 |
|    | City Court                     | 11:15 | 12:00 | 0.75 |
|    | Trusts                         | 12:30 | 2:30  | 2.00 |
|    | RFP Auction Appraisal          | 2:30  | 4:30  | 2.00 |
| 12 | Answer E-mails                 | 8:00  | 8:30  | 0.50 |
|    | Supreme Court Trusts           | 8:30  | 9:45  | 0.75 |
|    | Bank Run                       | 9:45  | 10:30 | 0.75 |
|    | Auction RFPs                   | 10:30 | 11:30 | 1.00 |
|    | Sign Documents                 | 11:30 | 12:00 | 0.50 |
|    | Auction RFPs                   | 12:30 | 4:30  | 4.00 |
| 13 | Answer E-mails                 | 8:00  | 8:30  | 0.50 |
|    | Auction RFPs                   | 8:30  | 9:30  | 1.00 |
|    | Bank Run                       | 9:30  | 10:15 | 0.75 |
|    | 2nd Bank Run                   | 10:15 | 11:00 | 0.75 |
|    | Dept Head Mtg                  | 11:00 | 1:30  | 2.50 |
|    | Sign Document / Vouchers       | 2:00  | 3:00  | 1.00 |

|    |                            |       |       |      |
|----|----------------------------|-------|-------|------|
|    | Auction RFPs               | 3:00  | 4:30  | 1.50 |
| 16 | Answer E-mails             | 8:00  | 9:30  | 1.50 |
|    | Bank Run                   | 9:30  | 10:15 | 0.75 |
|    | Auction RFP & Live Auction | 10:15 | 12:00 | 1.75 |
|    | Sign Documents             | 12:30 | 1:00  | 0.50 |
|    | Workman's Comp             | 1:00  | 1:30  | 0.50 |
|    | Tax Searches               | 1:30  | 2:30  | 1.00 |
|    | E-mails Phone              | 2:30  | 3:00  | 0.50 |
|    | Emrg. Mtg                  | 3:00  | 4:30  | 1.50 |
| 17 | Answer E-mails             | 8:00  | 9:30  | 1.50 |
|    | Bank Run                   | 9:30  | 10:15 | 0.75 |
|    | Research Covid             | 10:15 | 12:00 | 1.25 |
|    | Employee Schedules         | 1:00  | 2:00  | 1.00 |
|    | Sign Documents             | 2:00  | 2:30  | 0.50 |
|    | File Documents             | 2:30  | 3:30  | 1.00 |
|    | Auction RFP                | 3:30  | 4:30  | 1.00 |
|    | Legislative Mtg            | 6:00  | 6:30  | 0.50 |
| 18 | Answer E-mails             | 8:00  | 9:30  | 1.50 |
|    | Sign Documents             | 9:30  | 10:00 | 0.50 |
|    | Foreclosure Auction        | 10:00 | 10:30 | 0.50 |
|    | Estates                    | 10:30 | 11:00 | 0.50 |
|    | e-mails                    | 11:00 | 11:30 | 0.50 |
|    | Review & File Documents    | 12:30 | 4:30  | 4.00 |
| 19 | Answer E-mails             | 8:00  | 9:30  | 1.50 |
|    | Sign Documents             | 9:30  | 10:00 | 0.50 |
|    | Auction RFP                | 10:00 | 11:00 | 1.00 |
|    | Dept Head Mtg              | 11:00 | 1:00  | 2.00 |
|    | Surplus Deficit Report     | 2:30  | 5:00  | 2.50 |
| 20 | Answer E-mails             | 8:00  | 9:30  | 1.50 |
|    | Sign Documents             | 9:30  | 10:00 | 0.50 |
|    | Surplus Deficit Report     | 10:00 | 11:00 | 1.00 |
|    | Dept Head Mtg              | 11:00 | 11:30 | 0.50 |
|    | Bank Run                   | 11:30 | 1:00  | 1.50 |
|    | Surplus Deficit Report     | 1:00  | 3:00  | 2.00 |
| 23 | Answer E-mails             | 8:00  | 9:30  | 1.50 |
|    | Policy & Procedures        | 9:30  | 1:30  | 4.00 |
|    | Sign Documents             | 2:30  | 3:00  | 0.50 |
|    | Policy & Procedures        | 3:00  | 4:30  | 1.50 |
| 24 | Answer E-mails             | 8:00  | 9:30  | 1.50 |
|    | Workman's Comp             | 9:30  | 10:00 | 0.50 |

|                                  |       |       |      |
|----------------------------------|-------|-------|------|
| Auction Paperwork                | 8:30  | 10:00 | 1.50 |
| Mtg w/ Surrogate Court           | 10:00 | 11:00 | 1.00 |
| Bank Run                         | 11:00 | 11:45 | 0.75 |
| City Court Run                   | 12:15 | 1:00  | 0.75 |
| Miller St Property Tax still due | 1:00  | 2:30  | 1.50 |
| Review Auction RFPs              | 2:30  | 4:00  | 1.50 |
| Deferred Comp Mtg                | 4:00  | 5:00  | 1.00 |
| File Documents                   | 5:00  | 6:00  | 1.00 |
| County Legislature Mtg           | 6:00  | 7:00  | 1.00 |

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|                     |       |       |      |
|---------------------|-------|-------|------|
| Answer E-mails      | 8:00  | 9:00  | 1.00 |
| Bank Run            | 9:00  | 9:45  | 0.75 |
| Sort Computer Files | 9:45  | 11:00 | 1.25 |
| Sign Documents      | 11:00 | 12:00 | 1.00 |
| Mtg w/ SS Dept      | 12:30 | 1:00  | 0.50 |
| Phone Calls         | 1:00  | 1:30  | 0.50 |
| Sort Computer Files | 1:30  | 4:30  | 3.00 |

**Total 181.75****March 2020**

2

|                           |       |       |      |
|---------------------------|-------|-------|------|
| Answer E-mails            | 8:00  | 8:30  | 0.50 |
| Cleared Desk              | 8:30  | 9:00  | 0.50 |
| Deputy Treasurer Mtg.     | 9:00  | 9:30  | 0.50 |
| Bank Run                  | 9:30  | 10:30 | 1.00 |
| Sign Documents            | 10:30 | 11:00 | 0.50 |
| e-mails on overpayments   | 11:00 | 12:00 | 1.00 |
| Calls , Abandoned, emails | 12:30 | 4:30  | 4.00 |

3

|                        |       |       |      |
|------------------------|-------|-------|------|
| Answer E-mails         | 8:00  | 8:30  | 0.50 |
| Review Auction RFPs    | 8:30  | 9:30  | 1.00 |
| Bank Run               | 9:30  | 10:15 | 0.75 |
| Review Auction RFPs    | 10:15 | 12:00 | 1.75 |
| Workmans Comp          | 12:30 | 1:00  | 0.50 |
| Sign Documents         | 1:00  | 1:30  | 0.50 |
| Answer e-mails         | 1:30  | 2:00  | 0.50 |
| Review Auction RFPs    | 2:00  | 4:00  | 2.00 |
| Political Campaign Mtg | 4:00  | 4:30  | 0.50 |
| City Council Mtg       | 7:00  | 8:30  | 1.50 |

4

|                           |       |       |      |
|---------------------------|-------|-------|------|
| Answer E-mails            | 8:00  | 8:30  | 0.50 |
| Abandoned Property Waiver | 8:30  | 9:30  | 1    |
| Bank Run                  | 9:30  | 10:15 | 0.75 |
| Abandoned Property        | 10:15 | 11:00 | 0.75 |
| Sign Documents            | 11:00 | 11:30 | 0.5  |
| Review Auction RFP        | 12:00 | 3:00  | 3    |
| emails & phone calls      | 3:00  | 4:00  | 1    |
| Clear Desk                | 4:00  | 4:30  | 0.5  |

|                   |                                  |       |              |               |
|-------------------|----------------------------------|-------|--------------|---------------|
|                   | Policy & Procedures              | 10:00 | 12:00        | 2.00          |
|                   | Sign documents, emails           | 1:00  | 2:00         | 1.00          |
|                   | Policy & Procedures              | 2:00  | 4:30         | 2.50          |
| 25                | Answer E-mails                   | 8:00  | 9:30         | 1.50          |
|                   | Policy & Procedures              | 9:30  | 11:30        | 2.00          |
|                   | Sign Documents                   | 12:30 | 1:00         | 0.50          |
|                   | Policy & Procedures              | 1:00  | 4:30         | 3.50          |
| 26                | Answer E-mails                   | 8:00  | 9:30         | 1.50          |
|                   | Sign Documents                   | 9:30  | 10:00        | 0.50          |
|                   | Bank Run                         | 10:00 | 11:00        | 1.00          |
|                   | Policy & Procedures              | 11:00 | 12:00        | 1.00          |
|                   | Mtg w/ Deputy Treasurer          | 1:00  | 3:00         | 2.00          |
| 27                | Answer E-mails                   | 8:00  | 9:30         | 1.50          |
|                   | Bank Run                         | 9:30  | 10:15        | 0.75          |
|                   | Mtg w/ Paul Heider               | 10:15 | 11:00        | 0.75          |
|                   | Sign Documents e-mails           | 11:00 | 12:00        | 1.00          |
| 30                | Answer E-mails, File Docs        | 10:00 | 11:00        | 1.00          |
|                   | Sign Docs                        | 11:00 | 11:15        | 0.25          |
| 31                | Answer E-mails, File Docs        | 10:00 | 11:00        | 1.00          |
|                   | Workmans Comp                    | 11:00 | 11:30        | 0.50          |
|                   | Estates, SS Docs                 | 11:30 | 12:00        | 0.50          |
|                   |                                  |       | <b>Total</b> | <b>151.25</b> |
| <b>April 2020</b> |                                  |       |              |               |
| 1                 | Answer E-mails, File docs        | 10:00 | 11:00        | 1.00          |
| 2                 | Answer E-mails, File docs        | 11:30 | 12:30        | 1.00          |
|                   | Tng section w/ Deputy            | 12:30 | 1:00         | 0.50          |
|                   | B & F Mtg                        | 1:00  | 2:00         | 1.00          |
|                   | Bank Run                         | 2:00  | 2:45         | 0.75          |
|                   | Deliquent Tax Issue              | 2:45  | 4:30         | 1.75          |
| 3                 | Answer E-mails, File docs        | 10:00 | 11:00        | 1.00          |
|                   | Abanconed Property               | 11:00 | 12:00        | 1.00          |
|                   | Sign Docs, update computer files | 12:00 | 1:30         | 1.50          |
| 6                 | Bank Run                         | 9:00  | 10:00        | 1.00          |
|                   | Answer E-mails, File docs        | 10:00 | 11:00        | 1.00          |
| 7                 | Answer E-mails, File docs        | 9:00  | 10:00        | 1.00          |
|                   | Workman's comp                   | 10:00 | 10:30        | 0.50          |
|                   | Certificate of Residency         | 10:30 | 1:30         | 3.00          |

|    |                           |       |       |      |
|----|---------------------------|-------|-------|------|
| 8  | Answer E-mails, File docs | 8:00  | 9:00  | 1.00 |
|    | Legislative Mtg.          | 9:00  | 1:00  | 4.00 |
|    | Sign Docs                 | 1:00  | 1:30  | 0.50 |
|    | Residency Certificate     | 1:30  | 2:30  | 1.00 |
|    | Sign Docs                 | 2:30  | 3:00  | 0.50 |
| 9  | Answer E-mails, File docs | 9:00  | 10:00 | 1.00 |
|    | Sign Docs/Bank Run        | 10:00 | 11:00 | 1.00 |
| 10 | Answer E-mails, File docs | 9:00  | 10:00 | 1.00 |
|    | Sign Bond Docs/Bank Run   | 10:00 | 11:30 | 1.00 |
|    | Residency Certificate     | 11:30 | 12:00 | 0.50 |
| 13 | Off                       |       |       |      |
| 14 | Workman's Comp, emails    | 1:00  | 2:00  | 1    |
|    | B & Finance Mtg           | 2:00  | 3:00  | 1    |
| 15 | Off                       |       |       |      |
| 16 | Legislature Mtg           | 2:00  | 3:30  | 1.5  |
|    |                           | 3:30  | 4:00  | 0.5  |
| 17 | Off                       |       |       |      |
| 20 | Answer E-mails            | 8:30  | 10:30 | 2.00 |
|    | Sign Docs                 | 10:30 | 11:00 | 0.50 |
|    | Edit Bank Statements      | 11:00 | 12:00 | 1.00 |
|    | Bank Run                  | 12:00 | 1:00  | 1.00 |
|    | Update Computer Files     | 1:00  | 2:00  | 1.00 |
|    | Foreclosure Auction       | 2:00  | 2:30  | 0.50 |
| 21 | Answer E-mails            | 12:00 | 1:30  | 1.50 |
|    | Workman's Comp            | 1:30  | 2:00  | 0.50 |
|    | Misc Docs                 | 2:00  | 2:30  | 0.50 |
|    | Foreclosure Auction       | 2:30  | 3:30  | 1.00 |
|    | Auctioneer RFP            | 3:30  | 5:30  | 2.00 |
| 22 | Answer E-mails            | 10:00 | 10:30 | 0.50 |
|    | Sign Docs                 | 10:30 | 11:00 | 0.50 |
|    | Foreclosure Auction Mtg   | 11:00 | 12:30 | 1.50 |
|    | Update Docs               | 12:30 | 1:30  | 1.00 |
| 23 | Review & Sign Docs        | 10:00 | 10:30 | 0.50 |
|    | Answer E-mails            | 10:30 | 11:30 | 1.00 |
|    | Bank Run                  | 11:30 | 12:15 | 0.75 |
|    | Misc. Filing              | 12:15 | 12:30 | 0.25 |

|    |                                    |       |       |               |
|----|------------------------------------|-------|-------|---------------|
| 24 | File Docs/Answer E-mails           | 9:30  | 10:30 | 1.00          |
| 27 | Answer E-mails                     | 8:30  | 9:30  | 1.00          |
|    | Sign Docs                          | 9:30  | 10:00 | 0.50          |
|    | Bank Run                           | 10:00 | 11:00 | 1.00          |
| 28 | Answer E-mails                     | 10:00 | 10:30 | 0.50          |
|    | Deliquent Taxes                    | 10:30 | 11:00 | 0.50          |
|    | Workman's Comp                     | 11:00 | 11:30 | 0.50          |
|    | Residency/DA Invoices              | 11:30 | 12:00 | 0.50          |
| 29 | Answer E-mails                     | 11:00 | 11:30 | 0.50          |
|    | Bank Run                           | 11:30 | 12:30 | 1.00          |
|    | Sign Docs                          | 12:30 | 1:00  | 0.50          |
|    | Update Files / Policy & Procedures | 1:00  | 5:30  | 4.50          |
| 30 | Answer E-mails                     | 9:00  | 10:00 | 1.00          |
|    | MUNIS Tng                          | 10:00 | 12:00 | 2.00          |
|    | Bank Run                           | 12:00 | 1:00  | 1.00          |
|    | Foreclosure Auction                | 1:30  | 2:30  | 1.00          |
|    | Sign Docs                          | 2:30  | 3:00  | 0.50          |
|    | Deliquent Taxes                    | 3:00  | 5:30  | 2.50          |
|    | <b>Total</b>                       |       |       | <b>69.00</b>  |
|    | <b>Grand Total</b>                 |       |       | <b>402.00</b> |

With my signature, I attest to the accuracy of the record provided above.

*J J Banewicz* 1 May 2020

*Cortland County Treasurer*  
*Location Code 10011*

|                     | <b>2022 Tax Rates - Tax Levy of</b> |                        | <b>\$37,728,555</b>   |                    |                |
|---------------------|-------------------------------------|------------------------|-----------------------|--------------------|----------------|
|                     |                                     |                        |                       |                    |                |
|                     |                                     |                        | <b>2022 Tentative</b> | <b>2021</b>        |                |
|                     | <b>Net Tax</b>                      | <b>County</b>          | <b>Tax Rate</b>       | <b>Tax Rate</b>    |                |
| <b>Municipality</b> | <b>Levy</b>                         | <b>Taxable Value</b>   | <b>per \$1000</b>     | <b>per \$1000</b>  | <b>Inc/Dec</b> |
| City of Cortland    | 8,356,282.14                        | 531,756,049            | 15.714503             | 15.487117          | <b>0.23</b>    |
| Cincinnatus         | 866,767.30                          | 59,205,929             | 14.639873             | 15.158739          | <b>-0.52</b>   |
| Cortlandville       | 9,263,223.39                        | 563,822,491            | 16.429326             | 15.886370          | <b>0.54</b>    |
| Vil of Homer        | 56,872.87                           | 3,597,101              | 15.810751             | 15.516061          | <b>0.29</b>    |
| Vil of McGraw       | 411,506.62                          | 25,556,535             | 16.101816             | 15.804615          | <b>0.30</b>    |
| <b>Town Total</b>   | <b>9,731,602.88</b>                 | <b>592,976,127</b>     |                       |                    |                |
| Cuyler              | 674,726.37                          | 48,240,472             | 13.986728             | 14.120387          | <b>-0.13</b>   |
| Freetown            | 593,949.33                          | 38,238,033             | 15.532947             | 16.149983          | <b>-0.62</b>   |
| Harford             | 868,675.58                          | 65,543,454             | 13.253430             | 13.651578          | <b>-0.40</b>   |
| Homer               | 3,159,356.88                        | 200,680,490            | 15.743219             | 15.594825          | <b>0.15</b>    |
| Vil of Homer        | 2,190,228.60                        | 145,675,147            | 15.035019             | 14.779255          | <b>0.26</b>    |
| <b>Town Total</b>   | <b>5,349,585.48</b>                 | <b>346,355,637</b>     |                       |                    |                |
| Lapeer              | 913,259.20                          | 80,645,163             | 11.324414             | 11.711628          | <b>-0.39</b>   |
| Marathon            | 937,661.12                          | 59,842,237             | 15.668885             | 15.592221          | <b>0.08</b>    |
| Vil of Marathon     | 473,886.73                          | 32,418,676             | 14.617708             | 14.988364          | <b>-0.37</b>   |
| <b>Town Total</b>   | <b>1,411,547.85</b>                 | <b>92,260,913</b>      |                       |                    |                |
| Preble              | 1,609,822.72                        | 93,154,316             | 17.281247             | 17.234108          | <b>0.05</b>    |
| Scott               | 955,182.42                          | 58,229,107             | 16.403865             | 16.327692          | <b>0.08</b>    |
| Solon               | 883,127.38                          | 48,895,952             | 18.061360             | 16.935625          | <b>1.13</b>    |
| Taylor              | 498,503.03                          | 34,865,480             | 14.297897             | 14.665318          | <b>-0.37</b>   |
| Truxton             | 1,050,241.85                        | 70,559,344             | 14.884518             | 14.997000          | <b>-0.11</b>   |
| Virgil              | 2,668,944.20                        | 181,357,665            | 14.716468             | 15.122806          | <b>-0.41</b>   |
| Willet              | 768,123.68                          | 46,101,762             | 16.661482             | 16.924226          | <b>-0.26</b>   |
| <b>TOTALS:</b>      | <b>\$37,200,341.41</b>              | <b>\$2,388,385,403</b> |                       |                    |                |
|                     |                                     |                        | <b>Avg Tax Rate</b>   | <b>\$15.796678</b> | 11/30/21       |

| <b>AVERAGE COUNTY TAX RATE COMPARISON</b> |                                       |                   |                                       |                   |                     |
|-------------------------------------------|---------------------------------------|-------------------|---------------------------------------|-------------------|---------------------|
| BASED ON A \$37,728,555 LEVY              |                                       |                   |                                       |                   |                     |
| Property                                  | <b>2022</b>                           | <b>2022</b>       | 2021                                  | 2021              | <b>Increase in</b>  |
| Assessment                                | County <b><u>Average</u></b> Tax Rate | County Taxes      | County <b><u>Average</u></b> Tax Rate | County Taxes      | <b>County Taxes</b> |
| \$80,000                                  | 15.796678                             | <b>\$1,263.73</b> | 15.653030                             | <b>\$1,252.24</b> | <b>\$11.49</b>      |
| \$100,000                                 | 15.796678                             | <b>\$1,579.67</b> | 15.653030                             | <b>\$1,565.30</b> | <b>\$14.36</b>      |
| \$150,000                                 | 15.796678                             | <b>\$2,369.50</b> | 15.653030                             | <b>\$2,347.95</b> | <b>\$21.55</b>      |
| \$200,000                                 | 15.796678                             | <b>\$3,159.34</b> | 15.653030                             | <b>\$3,130.61</b> | <b>\$28.73</b>      |
|                                           |                                       |                   |                                       |                   | 11/5/2021           |