



Public Works Committee

Committee Meeting

60 Central Ave
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

~ Minutes ~

Tuesday, May 6, 2025

9:00 AM

Room 302

Call to Order

The meeting was called to order at 9:00 AM by Vice Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
Christopher Newell	Cortland County	Vice Chair	Present	
Beau Harbin	Cortland County	Committee Member	Excused	
Ronald J. Van Dee	Cortland County	Committee Member	Present	
Paul Heider	Cortland County	Committee Chair	Excused	
Eugene Waldbauer	Cortland County	Committee Member	Present	
Dominick Mantella	Cortland County	Committee Member	Present	
Keith VanGorder	Cortland County	Committee Member	Present	
Savannah Hempstead	Cortland County	Clerk of the Legislature	Present	
Kevin Fitch	Cortland County	Chair of the Legislature	Remote	
Allen Pankhurst	Cortland County	Buildings & Grounds Superintendent	Present	
Charles Sudbrink	Cortland County	Highway Superintendent	Present	
Alan Ricottilli	Cortland County	Deputy Highway Superintendent	Present	
Patty Schaap	Cortland County	Director of Community Mental Health Services	Present	
Andrea Herzog	Cortland County	Director of Finance	Remote	
Thomas McGrath	Cortland County	Deputy IT Director	Remote	
Nicole Compton	Cortland County	County Attorney Executive Assistant	Remote	
Ashley Millard	Cortland County	Deputy Clerk of the Legislature	Remote	
Morgan Spaulding	Cortland County	Grants Administrator	Present	
Donald Chu	Cortland	Resident	Present	

Minutes Approval

1. Highway Committee - Committee Meeting - Apr 8, 2025 10:00 AM

RESULT: APPROVED

2. Buildings and Grounds Committee - Committee Meeting - Apr 8, 2025 9:00 AM

RESULT: APPROVED

3. Highway Committee - Special Meeting - Apr 24, 2025 4:00 PM

RESULT: APPROVED

Resolutions

AGENDA ITEM NO. 1 – Reject Bid for the Replacement of the Sprinkler System at the Cortland County Recycling Center- Buildings & Grounds

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/22/2025 6:00 PM
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Newell, Van Dee, Waldbauer, Mantella, VanGorder
EXCUSED:	Beau Harbin, Paul Heider

ON MOTION OF HEIDER

RESOLUTION NO.

Reject Bid for the Replacement of the Sprinkler System at the Cortland County Recycling Center-Buildings & Grounds

WHEREAS, the County issued a Request for Proposal (RFP) on March 24, 2024 for the replacement of the sprinkler system at the Cortland County Recycling Center; AND

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

WHEREAS, the County received one bid from the following:

Petcosky Companies
421 Commerce Road
Vestal, NY, 13850

; AND

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

RESOLVED, that the Cortland County Legislature be and hereby formally rejects the bid proposal received for the replacement of the sprinkler system at the Cortland County Recycling Center.

AGENDA ITEM NO. 2 – Reject Bids for HVAC at Cortland County Highway Department - Buildings and Grounds

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/22/2025 6:00 PM
MOVER:	Eugene Waldbauer, Committee Member
SECONDER:	Ronald J. Van Dee, Committee Member
AYES:	Newell, Van Dee, Waldbauer, Mantella, VanGorder
EXCUSED:	Beau Harbin, Paul Heider

ON MOTION OF HEIDER

RESOLUTION NO.

Reject Bids for HVAC at Cortland County Highway Department - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued March 24, 2025 for the Replacement of the Rooftop HVAC and System Controls at the Cortland County Highway Department, and such bids were due and received by Monday, April 28, 2025; AND

WHEREAS, four (4) requests for proposals were received as follows:

Vendor	Address	Price
Planet Pro Heating & Air	32 Putnam Ave. Valley Stream NY, 11508	\$62,500.00
Carrier	6304 Carrier Parkway PO Box4808 Syracuse NY, 13221	\$62,256.00
EMCOR Services	704 Clinton Ave. South Rochester NY, 14620	\$45,150.00
TRANE	15 Technology Place East Syracuse NY, 13057	\$66,900.00

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

RESOLVED, that the Cortland County Legislature be and hereby formally rejects the bid proposals received for the Replacement of the Rooftop HVAC and System Controls at the Cortland County Highway Department.

AGENDA ITEM NO. 3 – Authorize Engineering Agreement for Snow Removal Equipment (SRE) Acquisition - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/22/2025 6:00 PM
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Newell, Van Dee, Waldbauer, Mantella, VanGorder
EXCUSED:	Beau Harbin, Paul Heider

ON MOTION OF HEIDER

RESOLUTION NO.

Authorize Engineering Agreement for Snow Removal Equipment (SRE) Acquisition - Highway Department

WHEREAS, the County of Cortland owns Cortland County Airport, General Levi R. Chase Field, and as owner, is eligible for federal grant monies for Airport Improvement Projects (AIP funding), and has agreed to all federal grant assurances promulgated by the United States Government, as administered by the FAA; AND

WHEREAS, the FAA and NYSDOT have offered grants to the County of Cortland for the purchasing of Snow Removal Equipment (SRE) for the Cortland County Airport; AND

WHEREAS, the County of Cortland desires to:

- a) Support and maintain the Cortland County Airport; and
- b) Provide for the highest possible safety of users engaged in aviation operations at the Cortland County Airport

; AND

WHEREAS, the Legislature has entered into a term agreement with McFarland Johnson Inc., 49 Court St, Ste 240, Binghamton, NY 13901 to provide professional engineering services for the Cortland County Airport; AND

WHEREAS, the Public Works Committee desires to authorize the use of McFarland Johnson,

Inc. to provide professional services for the Snow Removal Equipment (SRE) Acquisition; AND

WHEREAS, the fee for the engineering agreement for the administration services for said Snow Removal Equipment (SRE) Acquisition is \$24,233.00; AND

WHEREAS, the funds shall be appropriated in account A56105.54055; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and approves the Engineering agreement with McFarland Johnson, Inc. to perform the Administration Services for the Snow Removal Equipment (SRE) Acquisition at a cost not to exceed \$24,233.00; AND BE IT FURTHER

RESOLVED, that the County Administrator or the Chair of the County Legislature, upon review and approval as to form by the County Attorney or designee, is hereby authorized to sign Engineering Agreement with McFarland Johnson, Inc. to perform Administration Services for the Snow Removal Equipment (SRE) acquisition at the Cortland County Airport, Chase Field.

AGENDA ITEM NO. 4 – Award Bid for Snow Removal Equipment (SRE) at Chase Field, Cortland County Airport - Highway Department

RESULT: REFER TO COMMITTEE - NO VOTE
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Next: 5/22/2025 4:00 PM

ON MOTION OF HEIDER

RESOLUTION NO.

Award Bid for Snow Removal Equipment (SRE) at Chase Field, Cortland County Airport - Highway Department

WHEREAS, the Cortland County Highway Department advertised for bids for Snow Removal Equipment (SRE) to be used at Chase Field, the Cortland County Airport; AND

WHEREAS, the Cortland County Highway Department publicly opened the bids in accordance with County policy and received the following bids:

BIDDERS

BID AMOUNT

WHEREAS, based upon the results of the bid, the bid is to be awarded to the lowest responsible bidder; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Public Works Committee, the Cortland County Legislature hereby awards the (SRE) Snow Removal Equipment to _____ for the bid price listed above; AND BE IT FURTHER

RESOLVED, that the County Administrator or the Chair of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized to sign an agreement with _____ for an amount not to exceed _____; AND BE IT FURTHER

RESOLVED, that the Cortland County Finance Director is hereby authorized and directed to make payment from Account A56105.52015 for the purchase of the snow removal equipment as approved.

AGENDA ITEM NO. 5 – Support for the New York State Assembly and Senate to Pass a Strong Law to Modernize the Existing State Bottle Bill

RESULT: **APPROVED [UNANIMOUS]**

Next: 5/22/2025 6:00 PM

MOVER: Ronald J. Van Dee, Committee Member

SECONDER: Dominick Mantella, Committee Member

AYES: Newell, Van Dee, Waldbauer, Mantella, VanGorder

EXCUSED: Beau Harbin, Paul Heider

ON MOTION OF HEIDER

RESOLUTION NO.

Support for the New York State Assembly and Senate to Pass a Strong Law to Modernize the Existing State Bottle Bill

WHEREAS, according to the State Department of Environmental Conservation (DEC), New York is facing a growing solid waste disposal crisis as landfills are closing and incinerators pollute the environment; AND

WHEREAS, according to the DEC, the state's most successful litter reduction and recycling program is the Bottle Deposit Law, by reducing New York's roadside container litter by 70%, with 5.5 billion containers recycled statewide in 2020, a redemption rate of covered beverage containers of approximately 68%; AND

WHEREAS, the state Bottle Deposit Law, which was adopted over 40 years ago in 1982, has not been significantly updated to reflect the changes in the types of new, non-carbonated beverage containers; AND

WHEREAS, the state's Bottle Deposit has been set at a nickel since 1982, which is worth a bit more than one penny today; AND

WHEREAS, the fee charged for the handling of redeemed containers has not been increased since 2009, while the costs of doing business have increased significantly; AND

NOW THEREFORE BE IT RESOLVED, that the Cortland County Legislature urges the New York State Legislature to pass and Governor Kathy Hochul to sign into law a strong and effective Beverage Container Refundable Deposit Law that is modernized to reflect the best practices found nationwide reflected in S.5684/A.6543; AND BE IT FURTHER

RESOLVED, further, that the Cortland County Legislature shall forward copies of this resolution to Governor Kathy Hochul, the New York Assembly Speaker and New York State Senate Majority Leader, the local State Assemblymembers, the local State Senator, and all others deemed necessary and proper.

Action Items

1. Approval to Use Dwyer Park for Bluegrass Ramble on August 3, 2025

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Keith VanGorder, Committee Member
AYES:	Newell, Van Dee, Waldbauer, Mantella, VanGorder
EXCUSED:	Beau Harbin, Paul Heider

Monthly Reports

1. IT Monthly Report

RESULT:	COMPLETED
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2. Buildings and Grounds Monthly Report

RESULT:	COMPLETED
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3. Highway Monthly Report

RESULT:	COMPLETED
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4. Solid Waste Monthly Report

RESULT:	COMPLETED
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Discussion Items

1. Courthouse Project Updates

RESULT:	COMPLETED
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2. 111 Port Watson Street/Mental Health Building Update

RESULT:	COMPLETED
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3. Dwyer Park Playground Update

RESULT:	COMPLETED
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4. Restrooms at Main Pavilion of Dwyer Park

RESULT:	COMPLETED
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5. Future Landfill Options

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 9:54 AM



Highway Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

~ Minutes ~

Tuesday, April 8, 2025

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:10 AM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
Reed Cleland	Cortland County	Committee Member	Present	
Paul Heider	Cortland County	Committee Member	Present	
Linda Jones	Cortland County	Committee Member	Present	
Dominick Mantella	Cortland County	Committee Member	Present	
Keith VanGorder	Cortland County	Committee Member	Present	
Ronald J. Van Dee	Cortland County	Committee Vice-Chair	Present	
Christopher Newell	Cortland County	Committee Chair	Present	
Kevin Fitch	Cortland County	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County	Clerk of the Legislature	Present	
Rob Corpora	Cortland County	County Administrator	Present	
Joseph Nauseef	Cortland County	Legislator	Present	
Allen Pankhurst	Cortland County	Buildings and Grounds Superintendent	Present	
Charles Sudbrink	Cortland County	Highway Superintendent	Present	
Alan Ricottilli	Cortland County	Deputy Highway Superintendent	Present	
Andrea Herzog	Cortland County	Director of Finance	Present	
Melanie Vilardi	Cortland County	Deputy County Administrator	Present	
Morgan Spaulding	Cortland County	Grants Administrator	Present	
William McGovern	Cortland County	Legislator	Present	
Beau Harbin	Cortland County	Legislator	Present	
Kim Cameron	Cortland	Resident	Present	
Ashley Millard	Cortland County	Deputy Clerk of the Legislature	Remote	

Minutes Acceptance: Minutes of Apr 8, 2025 10:00 AM (Minutes Approval)

Nicole Compton	Cortland County	Executive Assistant	Remote	
Jason DeRaiche	Cortland County	Safety Director	Remote	
Carlita Withers	Cortland County	Deputy Director of Finance	Remote	
Don Chu	Cortland	Resident	Remote	

MINUTES

1. Highway Committee - Committee Meeting - Mar 11, 2025 10:00 AM

RESULT: APPROVED

RESOLUTIONS

AGENDA ITEM NO. 1 – Award Bid for Cortland County Landfill Stage 3 Closure Project – Highway Department

RESULT: APPROVED [UNANIMOUS]
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Next: 4/24/2025 6:00 PM

MOVER: Ronald J. Van Dee, Committee Vice-Chair

SECONDER: Paul Heider, Committee Member

AYES: Cleland, Heider, Jones, Mantella, VanGorder, Van Dee, Newell

ON MOTION OF NEWELL

RESOLUTION NO.

Award Bid for Cortland County Landfill Stage 3 Closure Project – Highway Department

WHEREAS, the Cortland County Highway Department advertised for bids for the Stage 3 Closure at the Cortland County Landfill; AND

WHEREAS, sealed bids were opened on March 27, 2025 at 2:00 P.M. at the Highway Administration Building; AND

WHEREAS, the bids received are as follows:

<u>BIDDERS</u>	<u>BID AMOUNT</u>
R&L Development Company 153 Swan Lake Lane PO Box 529 New Alexandria, PA 15670	\$1,695,232.00
Adhan Piping Co., Inc. 1865 State Route 13 Cortland, NY 13045	\$1,877,000.00
Mohawk Valley Materials, Inc. 1914 Black River Road N. Rome, NY 13440	\$2,043,581.22
ZMK Construction, Inc. 3430 State Route 434 Apalachin, NY 13732	\$2,100,000.00

Minutes Acceptance: Minutes of Apr 8, 2025 10:00 AM (Minutes Approval)

Rifenburg Construction, Inc.
5834 State Route 5
Herkimer, NY 13350

\$2,186,969.00

Byler Excavating, LLC
745 Martin Hill Road
Harpursville, NY 13787

\$2,257,750.00

; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Highway Committee, the Cortland County Legislature hereby awards the Landfill Stage 3 Closure Agreement to the lowest responsible bidder, being R&L Development Company, 153 Swan Lake Ln., PO Box 529, New Alexandria, PA 15670; for the bid price listed above; 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 by the Legislature, is hereby authorized to sign an agreement with R&L Development Company for an amount not to exceed \$1,695,232.00; AND BE IT FURTHER

RESOLVED, that the Landfill Closure Reserve, EL.386300.LDCL be used for all expenditures related to the Landfill Stage 3 Closure project; AND BE IT FURTHER

RESOLVED, the 2025 Budget be amended as follows:

INCREASE:

EL81605.52100.8167 Land & Land Improvements	\$1,695,232
EL.359900 Appropriated Fund Balance	\$1,695,232

AGENDA ITEM NO. 2 – Authorize 2025 Landfill Amnesty Credit for Municipalities

RESULT:	APPROVED [UNANIMOUS]
	Next: 4/24/2025 6:00 PM
MOVER:	Reed Cleland, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Cleland, Heider, Jones, Mantella, VanGorder, Van Dee, Newell

ON MOTION OF NEWELL

RESOLUTION NO.

Authorize 2025 Landfill Amnesty Credit for Municipalities

WHEREAS, the Highway Committee of this Legislature believes that the municipalities of Cortland County will be better served by authorizing a credit to be used at the Cortland County Landfill for the disposal of waste other than garbage at no charge; AND

WHEREAS, the Highway Committee has previously recommended that there be a 30-ton limit per municipality; AND

WHEREAS, the Cortland County Landfill no longer accepts tires at their facility; AND

Minutes Acceptance: Minutes of Apr 8, 2025 10:00 AM (Minutes Approval)

WHEREAS, the Superintendent of the Highway Department is authorized to establish a credit for each municipality to dispose of waste at no charge; NOW THEREFORE BE IT

RESOLVED, the Superintendent of the Highway Department shall provide each municipality in Cortland County a credit of \$2,700.00 for 2025 and allow said municipalities to dispose of their waste other than garbage at the Cortland County Landfill; AND BE IT FURTHER

RESOLVED, that only authorized municipal representatives utilizing authorized municipal vehicles may bring the waste to the County Landfill in order to make use of the above referenced credit; AND BE IT FURTHER

RESOLVED, that any metal objects (including white goods), construction and demolition waste, and tree waste shall be separated by category at the landfill site by the municipality making delivery; AND BE IT FURTHER

RESOLVED, that tires shall be excluded as an item that is accepted from the municipalities wishing to utilize the amnesty credit; AND BE IT FURTHER

RESOLVED, the Superintendent of the Highway Department shall furnish the Legislature with an accounting of all waste delivered to the landfill utilizing the amnesty credit.

AGENDA ITEM NO. 3 – Authorize Agreement - New York State - Cold Brook Rd. - Over Cold Brook Creek Culvert Replacement, CR102 - Highway Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 4/24/2025 6:00 PM

MOVER: Ronald J. Van Dee, Committee Vice-Chair

SECONDER: Paul Heider, Committee Member

AYES: Cleland, Heider, Jones, Mantella, VanGorder, Van Dee, Newell

ON MOTION OF NEWELL

RESOLUTION NO.

Authorize Agreement - New York State - Cold Brook Rd. - Over Cold Brook Creek Culvert Replacement, CR102 - Highway Department

WHEREAS, the Project for the Cold Brook Rd. over Cold Brook Creek Culvert Replacement (CR 102) Replacement Project was awarded funding under the BRIDGE-NY 2023 Program, that calls for the apportionment of the costs of such program to be borne with 100% State Funds; AND

WHEREAS, the Highway Committee desires to authorize the implementation, and funding in the first instance, 100% of the State funded eligible costs of a Transportation Aid project, and appropriating funds therefore; AND

WHEREAS, Cortland County is the Project Sponsor and is legally empowered to declare itself to act as Lead Agency under SEQRA as the County is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations 6 NYCRR Part 617 (the "Regulations"); AND

WHEREAS, the proposed project meets the criteria established for a SEQRA Type II Action, per NYCRR Section 617.5, Subdivision (c), Item 2, and does not meet or exceed any thresholds in Section 617.4; AND

WHEREAS, the project has been identified as a SEQRA Type II Action; NOW THEREFORE BE IT

Minutes Acceptance: Minutes of Apr 8, 2025 10:00 AM (Minutes Approval)

RESOLVED, the County hereby concurs that the Project to replace the Cold Brook Rd over Cold Brook Creek Culvert Replacement can be classified as a Type II Action under SEQRA, and no further review under SEQRA is required; NOW THEREFORE BE IT

RESOLVED, that the County Legislature hereby approves the above-subject project; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the project shall be completed within thirty (30) months; AND BE IT FURTHER

RESOLVED, that the County Legislature hereby authorizes the County of Cortland to pay in the first instance 100% of the State share of the cost of Scoping, Design, Construction and Construction Inspection for the Project or portions thereof; AND BE IT FURTHER

RESOLVED, that the Cortland County Director of Finance is hereby authorized and directed to establish appropriation accounts in the amount of \$1,500,000.00 and a revenue account for the State share and the 2025 Budget be modified as follows:

INCREASE:

HH512243.43597.CBCC	State Aid Revenue	\$1,500,000.00
HH51225.54055.CBCC	PE/Design	\$ 205,000.00
HH51225.52800.CBCC	Construction	\$1,260,000.00
HH51225.52100.CBCC	ROW	\$ 35,000.00

; AND BE IT FURTHER

RESOLVED, that in the event the full State share of costs of the project exceeds the amount appropriated, the Legislature of Cortland County shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the NYSDOT thereof; AND BE IT FURTHER

RESOLVED, that the Chair of the County Legislature of Cortland County be and hereby is authorized and directed to execute all necessary Agreements, certifications or reimbursement as approved to form by the County Attorney or designee on behalf of the County of Cortland in connection with the advancement or approval of the Project; AND BE IT FURTHER

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; AND BE IT FURTHER

RESOLVED, this Resolution shall take effect immediately.

AGENDA ITEM NO. 4 – Authorize Agreement - New York State - Pine Hill Rd. Over Hunts Creek Bridge Replacement, BIN 2207300 - Highway Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 4/15/2025 9:00 AM

MOVER: Ronald J. Van Dee, Committee Vice-Chair

SECONDER: Linda Jones, Committee Member

AYES: Cleland, Heider, Jones, Mantella, VanGorder, Van Dee, Newell

Minutes Acceptance: Minutes of Apr 8, 2025 10:00 AM (Minutes Approval)

**Authorize Agreement - New York State - Pine Hill Rd. Over Hunts Creek Bridge Replacement,
BIN 2207300 - Highway Department**

WHEREAS, the Project for the Pine Hill Rd over Hunts Creek Bridge Replacement (BIN 2207300) Replacement Project was awarded funding under the BRIDGE-NY Program, that calls for the apportionment of the costs of such program to be borne with 95% Federal Funds; AND

WHEREAS, the Highway Committee desires to authorize the implementation, and funding in the first instance, 95% of the Federally funded eligible costs of a Transportation Aid project, and appropriating funds therefore; AND

WHEREAS, the Town of Freetown and the Town of Marathon are funding the local share for the project at 2.5% each, for a total of the 5% local share; AND

WHEREAS, Cortland County is the Project Sponsor and is legally empowered to declare itself to act as Lead Agency under SEQRA as the County is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations 6 NYCRR Part 617 (the "Regulations"); AND

WHEREAS, the proposed project meets the criteria established for a SEQRA Type II Action, per NYCRR Section 617.5, Subdivision (c), Item 2, and does not meet or exceed any thresholds in Section 617.4; AND

WHEREAS, the project has been identified as a SEQRA Type II Action; NOW THEREFORE BE IT

RESOLVED, the County hereby concurs that the Project to replace the Pine Hill Rd over Hunts Creek Bridge Replacement (BIN 2207300) can be classified as a Type II Action under SEQRA, and no further review under SEQRA is required; NOW THEREFORE BE IT

RESOLVED, that the County Legislature hereby approves the above-subject project; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the project shall be completed within thirty (30) months; AND BE IT FURTHER

RESOLVED, that the County Legislature hereby authorizes the County of Cortland to pay in the first instance 95% of the Federal share of the cost of Scoping, Design, Construction and Construction Inspection for the Project or portions thereof; AND BE IT FURTHER

RESOLVED, that the Cortland County Director of Finance is hereby authorized and directed to establish appropriation accounts in the amount of \$2,386,763.00 and revenue accounts for the Federal and local shares and the 2025 Budget be modified as follows:

INCREASE:

HH512244.44597.PHBR	Federal Revenue	\$ 2,267,425.00
HH512242.42397.PHBR	Local Share - Other Gov'ts	\$ 119,338.00
HH51225.54055.PHBR	PE/Design	\$ 356,250.00
HH51225.52800.PHBR	Construction	\$ 2,016,263.00
HH51225.52100.PHBR	ROW	\$ 14,250.00

Minutes Acceptance: Minutes of Apr 8, 2025 10:00 AM (Minutes Approval)

; AND BE IT FURTHER

RESOLVED, that in the event the full Federal share costs of the project exceeds the amount appropriated, the Legislature of Cortland County shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the NYSDOT thereof; AND BE IT FURTHER

RESOLVED, that the Chair of the County Legislature of Cortland County be and is hereby authorized and directed to execute all necessary Agreements, certifications or reimbursement as approved to form by the County Attorney or designee on behalf of the County of Cortland in connection with the advancement or approval of the Project; AND BE IT FURTHER

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; AND BE IT FURTHER

RESOLVED, this Resolution shall take effect immediately.

REPORTS

1. Solid Waste Monthly Report

RESULT:	COMPLETED
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2. Highway Department Monthly Report

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. Future Landfill Options

RESULT:	COMPLETED
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2. Restrooms at Main Pavilion of Dwyer Park

RESULT:	COMPLETED
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3. Dwyer Park Playground

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 10:54 AM

Minutes Acceptance: Minutes of Apr 8, 2025 10:00 AM (Minutes Approval)



Buildings & Grounds Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

~ Minutes ~

Tuesday, April 8, 2025

9:00 AM

Room 302

Call to Order

The meeting was called to order at 9:02 AM by Committee Chair Paul Heider

Attendee Name	Organization	Title	Status	Arrived
Beau Harbin	Cortland County	Committee Member	Present	
Dominick Mantella	Cortland County	Committee Member	Present	
Joseph Nauseef	Cortland County	Committee Member	Present	
Ronald J. Van Dee	Cortland County	Committee Member	Present	
Keith VanGorder	Cortland County	Committee Member	Present	
Eugene Waldbauer	Cortland County	Committee Vice-Chair	Present	
Paul Heider	Cortland County	Committee Chair	Present	
Kevin Fitch	Cortland County	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County	Clerk of the Legislature	Present	
Rob Corpora	Cortland County	County Administrator	Present	
Thomas McGrath	Cortland County	Deputy Director, Information Technology	Present	
Charles Sudbrink	Cortland County	Superintendent of Highways	Present	
Alan Ricottilli	Cortland County	Deputy Highway Superintendent	Present	
Andrea Herzog	Cortland County	Director of Finance	Present	
Allen Pankhurst	Cortland County	Superintendent of Buildings & Grounds	Present	
Reed Cleland	Cortland County	Legislator	Present	
William McGovern	Cortland County	Legislator	Present	
Patty Schaap	Cortland County	Director of Community Mental Health Services	Present	
Jason DeRaiche	Cortland County	Safety Director	Present	
Sandra Price	Cortland County	Legislator	Present	
Morgan	Cortland	Grants Administrator	Present	

Minutes Acceptance: Minutes of Apr 8, 2025 9:00 AM (Minutes Approval)

Spaulding	County			
Melanie Vilardi	Cortland County	Deputy County Administrator	Present	
Christopher Newell	Cortland County	Legislator	Present	
Christopher Driscoll	Cortland County	Deputy Director of Community Mental Health Service	Present	
Kim Cameron	Cortland	Resident	Present	
Carlita Withers	Cortland County	Deputy Director of Finance	Remote	
Ashley Millard	Cortland County	Deputy Clerk of the Legislature	Remote	
Nicole Albro	Cortland County	Probation Director	Remote	
Don Chu	Cortland	Resident	Remote	

Minutes Approval

- Buildings & Grounds Committee - Committee Meeting - Mar 11, 2025 9:00 AM

RESULT: APPROVED

- Buildings & Grounds Committee - Special Meeting - Mar 27, 2025 4:30 PM

RESULT: APPROVED

Resolutions

AGENDA ITEM NO. 1 – Amend Resolution No. 324-15 Expanding the Utilization of the Buildings & Grounds Capital Project Reserve

RESULT: APPROVED [UNANIMOUS]

Next: 4/24/2025 6:00 PM

MOVER: Ronald J. Van Dee, Committee Member

SECONDER: Joseph Nauseef, Committee Member

AYES: Harbin, Mantella, Nauseef, Van Dee, VanGorder, Waldbauer, Heider

ON MOTION OF HEIDER

RESOLUTION NO.

Amend Resolution No. 324-15 Expanding the Utilization of the Buildings & Grounds Capital Project Reserve

WHEREAS, Resolution No. 324-15 established the Building and Grounds Capital Project Reserve for the purpose of funding major building repairs for County-owned facilities; AND

WHEREAS, the County recognizes the need to address significant capital improvements not only to buildings but also to County grounds, including but not limited to infrastructure upgrades, site improvements, and outdoor projects; AND

WHEREAS, expanding the scope of the Building and Grounds Capital Project Reserve will allow for a more comprehensive approach to maintaining and improving County-owned properties; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends Resolution No. 324-15 to authorize the use of funds from the Building and Grounds Capital Project Reserve for projects on County grounds, in addition to building repairs; AND BE IT FURTHER

Minutes Acceptance: Minutes of Apr 8, 2025 9:00 AM (Minutes Approval)

RESOLVED, that all expenditures from the Building and Grounds Capital Project Reserve shall require legislative approval; AND BE IT FURTHER

RESOLVED, that this resolution shall take effect immediately.

Monthly Reports

1. Buildings and Grounds Monthly Report

RESULT:	COMPLETED
----------------	------------------

2. IT Monthly Report

RESULT:	COMPLETED
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Discussion Items

1. 111 Port Watson Street/Mental Health Building Update

RESULT:	COMPLETED
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2. Courthouse Project Updates

RESULT:	COMPLETED
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3. Restrooms at Main Pavilion of Dwyer Park

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 10:01 AM

Minutes Acceptance: Minutes of Apr 8, 2025 9:00 AM (Minutes Approval)



Highway Committee

Special Meeting

60 Central Ave.
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

~ Minutes ~

Thursday, April 24, 2025

4:00 PM

Room 302

Call to Order

The meeting was called to order at 4:00 PM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
Reed Cleland	Cortland County	Committee Member	Excused	
Paul Heider	Cortland County	Committee Member	Present	
Linda Jones	Cortland County	Committee Member	Present	
Dominick Mantella	Cortland County	Committee Member	Excused	
Keith VanGorder	Cortland County	Committee Member	Excused	
Ronald J. Van Dee	Cortland County	Committee Vice-Chair	Present	
Christopher Newell	Cortland County	Committee Chair	Present	
Savannah Hempstead	Cortland County	Clerk of the Legislature	Present	
William McGovern	Cortland County	Legislator	Present	
Rob Corpora	Cortland County	County Administrator	Present	
Joseph Nauseef	Cortland County	Legislator	Present	
Jason DeRaiche	Cortland County	Safety Director	Present	
Charles Sudbrink	Cortland County	Highway Superintendent	Present	
Alan Ricottilli	Cortland County	Deputy Highway Superintendent	Present	

Action Items

1. Authorize Independence Day Celebration at Dwyer Memorial Park - July 5, 2025 (With a Rain Date of July 6, 2025)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paul Heider, Committee Member
SECONDER:	Ronald J. Van Dee, Committee Vice-Chair
AYES:	Paul Heider, Linda Jones, Ronald J. Van Dee, Christopher Newell
EXCUSED:	Reed Cleland, Dominick Mantella, Keith VanGorder

Resolutions

AGENDA ITEM NO. 1 – Award Playground Equipment and Installation Bid and Accept Funding and Amend Budget for Playground Dwyer Memorial County Park - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 4/24/2025 4:30 PM
MOVER:	Linda Jones, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Paul Heider, Linda Jones, Ronald J. Van Dee, Christopher Newell
EXCUSED:	Reed Cleland, Dominick Mantella, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Minutes Acceptance: Minutes of Apr 24, 2025 4:00 PM (Minutes Approval)

**Award Playground Equipment and Installation Bid and Accept Funding and Amend Budget for
Playground Dwyer Memorial County Park - Highway Department**

WHEREAS, Cortland County advertised, received and opened bids for playground equipment and installation at Dwyer Memorial County Park; AND

WHEREAS, the Tobacco Asset Securitization Corporation (TASC) Board voted to provide up to \$80,000 in funding to the County for this project; AND

WHEREAS, Cortland County has received the following bids for the playground equipment and installation;

Equipment & Installation (with shipping)	
Company	Price
ESO Consultants	\$235,801.50
Play By Design	\$121,300.00
WillyGoat	\$54,000.00
Great Lakes Recreation	\$176,525.52
GameTime	\$172,926.14
Miracle Recreation Equipment Co.	\$93,709.70

Equipment (with shipping)	
Company	Price
ESO Consultants	\$216,975.00
Play By Design	\$83,922.00
Great Lakes Recreation	\$119,657.52
GameTime	\$121,031.14
Miracle Recreation Equipment Co.	\$65,709.70

Installation	
Company	Price
ESO Consultants	\$18,826.50
ATG Installations	\$14,171.28
Play By Design	\$37,400.00
Great Lakes Recreation	\$56,868.00
GameTime	\$51,895.00
Miracle Recreation Equipment Co.	\$28,000.00

; AND

WHEREAS, it is the recommendation of the Highway Committee to award the bid to the lowest responsible bidder; AND

WHEREAS, the Highway Committee recommends awarding the bid for the purchase and installation of playground equipment for Dwyer Memorial County Park to WillyGoat, of PO Box 59278, Birmingham, AL 35259; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Highway Committee, the Cortland County Legislature hereby awards the bid for the purchase and installation of playground equipment for Dwyer Memorial County Park to, WillyGoat, of PO Box 59278, Birmingham, AL 35259 for the bid price listed above; AND BE IT FURTHER

Minutes Acceptance: Minutes of Apr 24, 2025 4:00 PM (Minutes Approval)

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon approval by the County Attorney or designee, is hereby authorized and directed to execute an agreement with WillyGoat, of PO Box 59278, Birmingham, AL 35259; AND BE IT FURTHER

RESOLVED, that the 2025 Cortland County Budget be and hereby is amended as follows to accept the funding from the Tobacco Asset Securitization Corporation for use for the playground at Dwyer Memorial County Park:

INCREASE:

A71105.52015	Equipment	\$80,000
A71105.42705	Gifts & Donations	\$80,000

AGENDA ITEM NO. 2 – Award 2025 Material and Service Bids and Authorize Agreements with Various Vendors - Highway Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 4/24/2025 6:00 PM

MOVER: Ronald J. Van Dee, Committee Vice-Chair

SECONDER: Paul Heider, Committee Member

AYES: Paul Heider, Linda Jones, Ronald J. Van Dee, Christopher Newell

EXCUSED: Reed Cleland, Dominick Mantella, Keith VanGorder

ON MOTION OF NEWELL

RESOLUTION NO.

Award 2025 Material and Service Bids and Authorize Agreements with Various Vendors - Highway Department

WHEREAS, the Cortland County Highway Department advertised, received and opened bids for various materials, supplies and services used by the Highway Department; AND

WHEREAS, the costs for these various supplies, materials and services have been appropriated in the 2025 budget; AND

WHEREAS, the Cortland County Highway Superintendent has reviewed the various said responses and recommends that the various materials, supplies and services be awarded based on lowest price, availability and best value to the County; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Highway Superintendent that the County Highway Department may purchase the various materials, supplies and services from the lowest responsible bidder meeting specifications as well as location and availability from the attached comparison list for the 2025 material and service bid results; AND BE IT FURTHER

RESOLVED, that the County Administrator or designee and/or the Chair of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized to execute any agreements associated with said bid awards.

Adjournment

The meeting was closed at 4:05 PM

Minutes Acceptance: Minutes of Apr 24, 2025 4:00 PM (Minutes Approval)

ON MOTION OF PAUL HEIDER, COMMITTEE CHAIR**AGENDA ITEM NO. 1****Reject Bid for the Replacement of the Sprinkler System at the Cortland County Recycling Center-Buildings & Grounds**

WHEREAS, the County issued a Request for Proposal (RFP) on March 24, 2024 for the replacement of the sprinkler system at the Cortland County Recycling Center; AND

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

WHEREAS, the County received one bid from the following:

Petcosky Companies
421 Commerce Road
Vestal, NY, 13850

; AND

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

RESOLVED, that the Cortland County Legislature be and hereby formally rejects the bid proposal received for the replacement of the sprinkler system at the Cortland County Recycling Center.

ON MOTION OF PAUL HEIDER, COMMITTEE CHAIR**AGENDA ITEM NO. 2****Reject Bids for HVAC at Cortland County Highway Department - Buildings and Grounds**

WHEREAS, a Request for Proposals (RFP) was issued March 24, 2025 for the Replacement of the Rooftop HVAC and System Controls at the Cortland County Highway Department, and such bids were due and received by Monday, April 28, 2025; AND

WHEREAS, four (4) requests for proposals were received as follows:

Vendor	Address	Price
Planet Pro Heating & Air	32 Putnam Ave. Valley Stream NY, 11508	\$62,500.00
Carrier	6304 Carrier Parkway PO Box4808 Syracuse NY, 13221	\$62,256.00
EMCOR Services	704 Clinton Ave. South Rochester NY, 14620	\$45,150.00
TRANE	15 Technology Place East Syracuse NY, 13057	\$66,900.00

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

RESOLVED, that the Cortland County Legislature be and hereby formally rejects the bid proposals received for the Replacement of the Rooftop HVAC and System Controls at the Cortland County Highway Department.

ON MOTION OF PAUL HEIDER, COMMITTEE CHAIR**AGENDA ITEM NO. 3****Authorize Engineering Agreement for Snow Removal Equipment (SRE) Acquisition - Highway Department**

WHEREAS, the County of Cortland owns Cortland County Airport, General Levi R. Chase Field, and as owner, is eligible for federal grant monies for Airport Improvement Projects (AIP funding), and has agreed to all federal grant assurances promulgated by the United States Government, as administered by the FAA; AND

WHEREAS, the FAA and NYSDOT have offered grants to the County of Cortland for the purchasing of Snow Removal Equipment (SRE) for the Cortland County Airport; AND

WHEREAS, the County of Cortland desires to:

- a) Support and maintain the Cortland County Airport; and
- b) Provide for the highest possible safety of users engaged in aviation operations at the Cortland County Airport

; AND

WHEREAS, the Legislature has entered into a term agreement with McFarland Johnson Inc., 49 Court St, Ste 240, Binghamton, NY 13901 to provide professional engineering services for the Cortland County Airport; AND

WHEREAS, the Public Works Committee desires to authorize the use of McFarland Johnson, Inc. to provide professional services for the Snow Removal Equipment (SRE) Acquisition; AND

WHEREAS, the fee for the engineering agreement for the administration services for said Snow Removal Equipment (SRE) Acquisition is \$24,233.00; AND

WHEREAS, the funds shall be appropriated in account A56105.54055; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and approves the Engineering agreement with McFarland Johnson, Inc. to perform the Administration Services for the Snow Removal Equipment (SRE) Acquisition at a cost not to exceed \$24,233.00; AND BE IT FURTHER

RESOLVED, that the County Administrator or the Chair of the County Legislature, upon review and approval as to form by the County Attorney or designee, is hereby authorized to sign Engineering Agreement with McFarland Johnson, Inc. to perform Administration Services for the Snow Removal Equipment (SRE) acquisition at the Cortland County Airport, Chase Field.

ON MOTION OF PAUL HEIDER, COMMITTEE CHAIR**AGENDA ITEM NO. 4****Award Bid for Snow Removal Equipment (SRE) at Chase Field, Cortland County Airport -
Highway Department**

WHEREAS, the Cortland County Highway Department advertised for bids for Snow Removal Equipment (SRE) to be used at Chase Field, the Cortland County Airport; AND

WHEREAS, the Cortland County Highway Department publicly opened the bids in accordance with County policy and received the following bids:

BIDDERSBID AMOUNT

WHEREAS, based upon the results of the bid, the bid is to be awarded to the lowest responsible bidder; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Public Works Committee, the Cortland County Legislature hereby awards the (SRE) Snow Removal Equipment to _____ for the bid price listed above; AND BE IT FURTHER

RESOLVED, that the County Administrator or the Chair of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, is hereby authorized to sign an agreement with _____ for an amount not to exceed _____; AND BE IT FURTHER

RESOLVED, that the Cortland County Finance Director is hereby authorized and directed to make payment from Account A56105.52015 for the purchase of the snow removal equipment as approved.

ON MOTION OF PAUL HEIDER, COMMITTEE CHAIR**AGENDA ITEM NO. 5****Support for the New York State Assembly and Senate to Pass a Strong Law to Modernize the Existing State Bottle Bill**

WHEREAS, according to the State Department of Environmental Conservation (DEC), New York is facing a growing solid waste disposal crisis as landfills are closing and incinerators pollute the environment; AND

WHEREAS, according to the DEC, the state's most successful litter reduction and recycling program is the Bottle Deposit Law, by reducing New York's roadside container litter by 70%, with 5.5 billion containers recycled statewide in 2020, a redemption rate of covered beverage containers of approximately 68%; AND

WHEREAS, the state Bottle Deposit Law, which was adopted over 40 years ago in 1982, has not been significantly updated to reflect the changes in the types of new, non-carbonated beverage containers; AND

WHEREAS, the state's Bottle Deposit has been set at a nickel since 1982, which is worth a bit more than one penny today; AND

WHEREAS, the fee charged for the handling of redeemed containers has not been increased since 2009, while the costs of doing business have increased significantly; AND

NOW THEREFORE BE IT RESOLVED, that the Cortland County Legislature urges the New York State Legislature to pass and Governor Kathy Hochul to sign into law a strong and effective Beverage Container Refundable Deposit Law that is modernized to reflect the best practices found nationwide reflected in S.5684/A.6543; AND BE IT FURTHER

RESOLVED, further, that the Cortland County Legislature shall forward copies of this resolution to Governor Kathy Hochul, the New York Assembly Speaker and New York State Senate Majority Leader, the local State Assemblymembers, the local State Senator, and all others deemed necessary and proper.

ON MOTION OF

RESOLUTION NO.

Approval to Use Dwyer Park for Bluegrass Ramble on August 3, 2025



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**Information
Technology**

CORTLAND COUNTY

**Tom McGrath
Deputy Director**

April 25, 2025

Information Technology April 2025 Monthly Report

Executive Summary

- IT
 - o IT Steering Committee
 - We have scheduled the remaining meetings for the year.
 - o Network infrastructure
 - Continued development and expansion into DSS
 - o Network Technician vacancy
 - Postponed for later analysis after a pending Risk analysis.
 - o Alertus Notification Software Roll-out completed (Go-2-Blu Replacement)
 - Training is being developed by a joint effort with the Security Officer and I.T.
 - o IT - Risk Assessment being performed by Orion Secure
 - More to come at a later meeting.
 - o Network Technician – Per Diem to fulfill the permanent position temporarily.
 - o Pricing of equipment and licensing required for Windows 10 – 11 migrations and updates.
- DSS
 - o Wiring project was completed mid-January
 - o Continued migration of all DSS phones off state owned switches and on to our county network
 - Expected completion: Mid-May
- Mental Health
 - o Working on quotes for new building for door security & Cameras
- County Clerk
 - o Successfully moved. New phones have been ordered to resolve some issues
 - o Some cabling has to be re-ran due to issues
- Health Department
 - o Moves Completed
- CWCC
 - o Prepare RFQ to terminate county owned fiber in the TC3 Extension building.
 - Waiting on lease documents to be signed all quotes and walk through's have been performed.

Attachment: IT Monthly Report MAY (12996 : IT Monthly Report)

Departmental Priorities and Focus

60 Central Ave. Cortland, NY 13045 (607) 753-5042

Create a clear vision of IT for the future

- Status: In Process
 - o The next committee meeting July 3rd.
 - Discussion items:
 - Laserfiche uses
 - Committee members will be contributing additional items.
 - o Members
 - Tom McGrath, IT – Interim Chair
 - Lisa Perfetti, Health – Security Officer
 - Beau Harbin, Legislature
 - Rob Corpora, County Administration
 - Savannah Hempstead, Legislature
 - Brooke Kemak, County Clerk
 - Andrea Herzog, Finance
 - James Harvey, DSS
 - Patty Schaap, Mental Health
 - Alicia Wheaton, Probation
 - John Gallagher, Sheriff
 - Scott Roman, DERC
 - Wendy Canfield, Admin Secretary
 - Christopher Driscoll, Deputy Dir. Mental Health

County Wide Services

- Provide mail and print services to all County departments
 - o Mailing list management
- Provide fast reliable computer network for entire County
- Prepare new computers for Departments
- Maintain and enhance application programs for various departments to provide accurate and timely reports
- Monitor our security posture to mitigate the threat of ransomware and other attacks
- Provide desktop support
- Telecommunications support
- Access control to County buildings
- Camera and security systems
- Respond to requests for email archiver information (FOIL requests, etc.)
- Respond to alerts from intrusion detection system (IDS)
- Assign Munis roles and permissions
- Assign MFA Tokens to end users

Departments

- Aging
- Assigned Counsel
- Buildings and Grounds
- CAC
- CWCC
- County Administration
- County Attorney
- County Clerk
- DERC
- DMV
- DSS
- District Attorney
- Elections
- Finance
- Grant Administration
- Health
- Highway
- Legislators
- Mental Health
- Personnel
- Planning
- Probation
- Public Defender
- RPTS
- Recycling
- Sheriff
- Soil and Water Conservation District
- Solid Waste
- Treasurer
- Veterans

External Agencies

- SUNY Cortland
- Homer PD
- Homer FD
- Cortland PD
- Cortland FD
- NYSP
- MAVAC
- Town of Cortlandville
- Town of Freetown

Contracts (Company, Service, Amount, Expires, Informational/Action Required)

• Alertus	Panic button system	TBD/year	TBD	Info.
• Palo Alto	Firewall maint.	N/A	Discontinued	Info.
• Barracuda	Load balancer maint.	\$5,000/year	12/31/2024	Info.
• All Mode	Phones - Support	\$15,699/year	12/31/2024	Info.
• GoDaddy	SSL Certificate	\$450/year	7/15/2025	Info.
• Barracuda	Email security gateway	\$9,000/year	8/23/2024	Info.
• SHI	SAN maintenance	\$24,000/year	12/31/2024	Info.
• Barracuda	Email archiver maint.	\$5,688/year	2/26/2025	Info.
• Cisco	WebEx	\$10,000/year	6/30/2024	Info.
• Westlaw	Online Legal Search	\$17,000/year	8/31/2026	Info.
• Toshiba Business Sol.	Copier/Printers	\$63,000/year	12/31/2026	Info.
• FirstLight	Phone/Internet	\$32,436/year	4/30/2027	Info.
• Pitney Bowes	Postage Meter	\$5,820/year	6/30/2027	Info.



CORTLAND COUNTY BUILDINGS & GROUNDS
Safety Office and Code Enforcement
60 Central Ave. B-28
Cortland, NY 13045-2746
Allen Pankhurst., Superintendent 607-753-5068 or 607-423-4535



5.2.a

TO: B&G Committee

FROM: Allen Pankhurst., Superintendent

DATE: 4/29/2025

SUBJECT: Activities Report for April 2025

Here are our monthly updates, please feel free to contact me if there are any questions or concerns.

We had 0 days of full staff due to time off. The crew has been extremely busy with projects as well as work orders. All is running smoothly and very close to on schedule.

- Health Department move is completed.
- Moving the Nutrition and Ageing departments is on hold.
- County Clerk's office move is completed. Now we are cleaning out the old Clerk's space, and gathering information from the Court System to start the remodeling.
- Syracuse Haulers will be our trash removal vender starting 4/5/2025
- I have one proposal for the RFP for the sprinkler system at the Recycling Center.
- I have 4 proposals the Highway HVAC roof top system RFP.
- I have been working with the Safety Director to improve security at the County Office Building.
- I had one response so far for HVAC Maintenance Agreement proposes for the new Mental Health building. I have no proposal yet.
- Carpet will be installed in the Child Advocacy Center 5/7-5/9
- I am getting proposals for roof repair/replacement at the County Office Building (over DSS wing)
- Getting to do spring cleaning and repairs at the Dwyer Park Pavilion.
- I'm gathering ideas and information for Dwyer Park restrooms.

We have a number of large projects on the agenda. We continue to work hard to keep up with the work flow. I can't say enough about how hard this crew has worked. Thank you for your continued support of Buildings & Grounds.

Respectfully
Allen Pankhurst
Superintendent of Building and Grounds

Attachment: Committee updates activities April 2025 (13001 : Buildings and Grounds Monthly Report)

MAY 2025 HIGHWAY DEPARTMENT REPORT

Administration

Monthly Superintendents Meeting
Department Head Meeting

Projects

Structure Projects:

West Scott Road box culvert replacement- Partnering with Soil&Water, box ordered
East River Crossing bridge replacement – In Final design. Plan to go to bid May 2025
High Bridge Road bridge replacement – Survey and Right-of-Way acquisition in progress.
Bridge NY - Awarded Pine Hill Bridge and Cold Brook Box Culvert.

Road Projects:

Union Valley Rd- 2025 road surfacing project, started April 21st
Lower Cincinnatus Willet Road – 2025 road surfacing project, starting May 5th
Chenango Road – prepping for 2025 road surfacing project
Cold Springs Road- spring 2025
Fair Haven Road- 2025 road surfacing project, starting May 5th

Misc. – Bridge Crew working on Courthouse stairs

Staffing - 7 full time positions open.

Equipment – Received new Wheel Loader

Road Maintenance – Pothole repairs, tree and brush maintenance, ditching and driveway culvert replacements.

Salt Usage - Season Total = 14,998 tons

Dwyer Park - Forestry Management Plan – continuing to remove trees.

Airport

T Hangar Occupancy- All hangers are occupied, 7 on waiting list

100 LL Fuel Farm Relocation project –New tank operational

Aircraft Hanger- Design has begun

SOLID WASTE DEPARTMENT REPORT 1 April – 29 April 2025

Landfill

Administration

- ❖ Working on annual reports.

Operations

- **Leachate Hauling** – Continued transportation of leachate to the City’s WWTP. We have hauled **96,000** gallons from Pine Tree, **16,000** gallons from Ground Water Vault and **679,000** gallons from West Side.
- **Cover Material** – Auto fluff **407.88** tons received. Rejected compost **242.23** tons used.
- **Non Friable Asbestos** – **179.27** tons received.
- **Solid Waste** – **2,275.35** tons received.
- **Sludge** – **520.21** tons received.
- **C&D** – **7623.03** tons received.
- **Contaminated Dirt** – **1372.44** tons received.
- **Metal for Recycling** – **12.93** tons
- **Glass** – **217.18** tons from Casella (this includes private haulers that Casella has hauling), **5.64** tons from Recycle Center.
- **Site Maintenance** – Downsizing our working face to the smallest open area that we can. Adding additional cover material to mitigate odor.
- **Equipment** – Ongoing scheduled service and routine preventive maintenance.
- **Composting Facility is inactive as of April 17th 2025.**

Recycling

- Single stream to Casella’s – **177.24** tons. Total cost - **\$11,520.60.**
- Cardboard to market – **Approximately 20.56 tons. Revenue \$1901.80.**
- Glass from recycling to landfill – **5.64** tons.
- Glass from Casella to Landfill – **217.18** tons. Total Revenue – **\$8370.60.**
- Electronics Recycled – **Approximately 20 tons. Numbers not in yet.**
- Garbage from recycle to landfill – **2.45** tons.

**CORTLAND COUNTY DEPARTMENT OF HIGHWAYS****60 Central Avenue****Cortland, New York 13045****PHONE: (607) 753-9377 FAX: (607) 756-8852****CHARLES SUDBRINK**
Superintendent of Highways**ALAN RICOTTILLI**
Deputy Superintendent of Highways**RUTH STANTON**
Fiscal Office**Cortland County Landfill****Transfer Station**

Initial costs: Property?

Transfer Station 120-150 ton capacity, \$2,000,000.00- \$4,000,000.00

Compacting units- 2, \$314,000.00

Walking floor trailers- 6, \$780,000.00

Semi-tractors- 2, \$360,000.00

Scale with radiation detection, \$110,000.00

Skid steers 2, \$180,000.00

Total: \$3,744,000.00- \$5,744,000.00

Central New York Landfill Cells

Madison County 3.76ac, \$4.675 Million 2023, ~ 730,000cy airspace

Chenango County 3.7ac, \$4.6 million 2023

Oswego County 9.4ac, \$7.1 million 2024, ~ 1.4 million cy airspace



CORTLAND COUNTY DEPARTMENT OF HIGHWAYS

60 Central Avenue
Cortland, New York 13045
PHONE: (607) 753-9377 FAX: (607) 756-8852

CHARLES SUDBRINK
Superintendent of Highways

ALAN RICOTTILLI
Deputy Superintendent of Highways

MICHELLE CHACE
Fiscal Office

Future Landfill Options

Cortland County has reached the point where it is necessary to evaluate the future of solid waste management for the residents and business owners of Cortland County.

The Cortland County Landfill (West Side, Cell 2A, 2B) has approximately 11 years of remaining site life. If it is determined that it is in the best interest for the County to expand the current landfill, the process of permitting and construction can take up to 10 years. Therefore, it is essential that the County develop a plan for the future of solid waste management in Cortland County this year.

There are a few feasible options to manage solid waste in Cortland County. One option would be to construct a transfer station and haul waste to another facility outside of the County. The initial investment for this option would be roughly 4-6 million dollars. Staffing levels would remain the same as long as the facility outside of the County is within 100 miles.

The benefits of operating a transfer station opposed to a landfill are:

- Fewer New York State DEC regulations
- Less Leachate
- No Landfill closure costs
- Possibility of a more convenient location for haulers

The negatives of operating a transfer station opposed to a landfill are:

- Uncertainty of facilities accepting waste when the County's site life has ended
- Limited ability to control costs
- Property location? Buy, rent or lease

The option of hiring an independent contractor to operate and/or transport waste from a transfer station should also be considered. While the initial investment would be similar to the first option, there may be the opportunity to reduce operating costs.

Another option would be to expand Cortland County's existing landfill. The initial investment for this option would be roughly 1 million in permitting fees plus an additional 1 million per acre of expansion.

The benefits of expanding the current landfill opposed to a transfer station are,

- Infrastructure, Leachate can be plumbed into existing tanks
- Possibility of generating more carbon credits with the newly installed gas collection system
- Responsible, waste produced in Cortland County stays in Cortland County

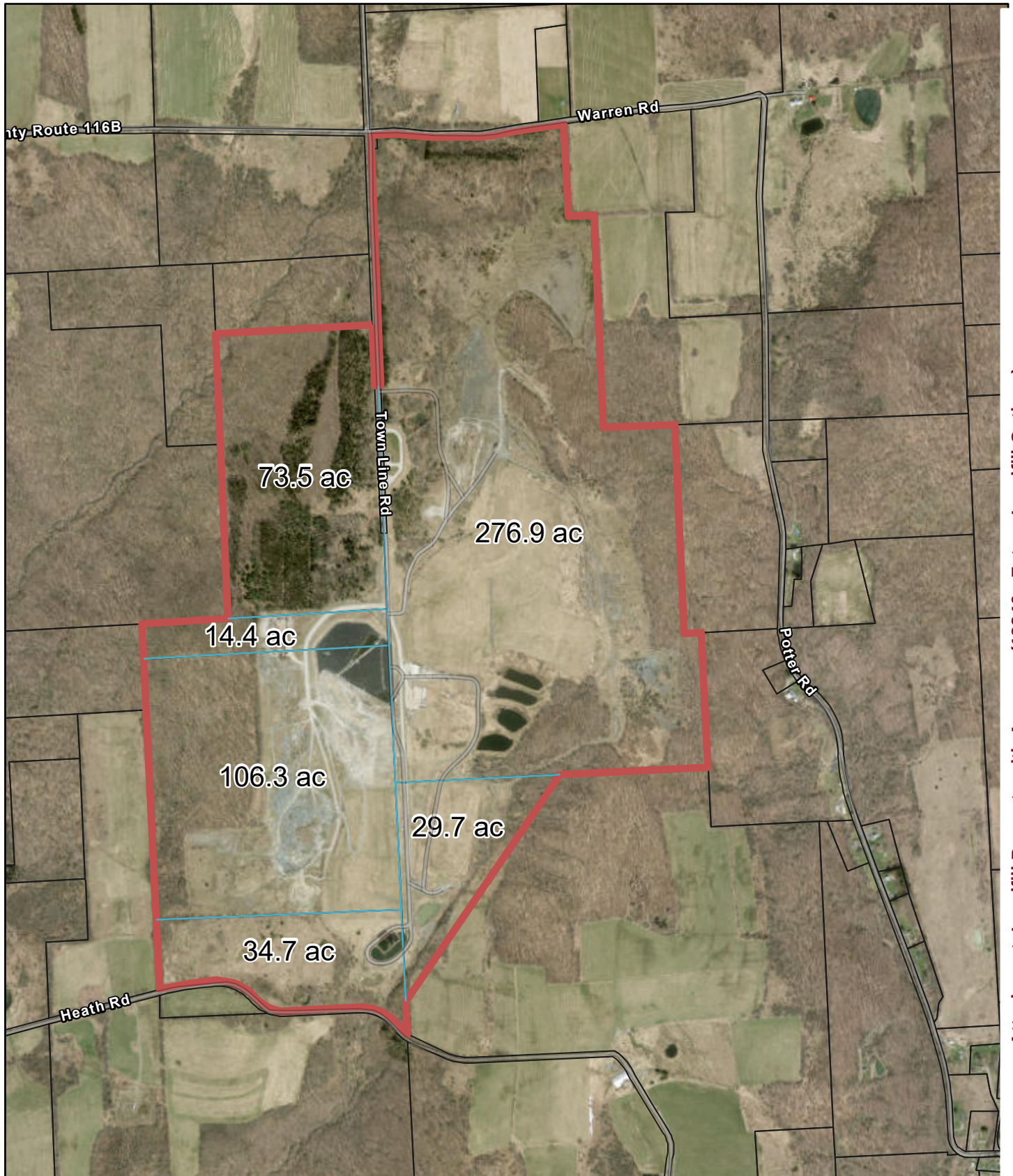
- Cortland County owns enough property to expand
- Security, guaranteed destination and costs

The negatives of expanding the current landfill opposed to a transfer station are,

- Continued New York State DEC regulations and the uncertainty of new regulations
- Leachate production
- Initial investment is larger than constructing a transfer station

Cortland County Landfill (535.5 ac)

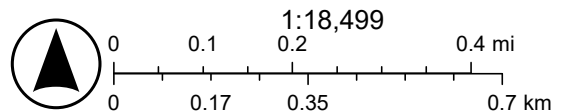
6.5.d



Attachment: Landfill Property with Acreage (12846 : Future Landfill Options)

2/4/2025, 1:12:46 PM

 Cortland County Parcels



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

80 "Cortland County" (2433247488)

00:28:15.059 --> 00:28:34.559

Everybody's looking at the math, so the partial is 276.9 acres, pretty much unusable for any future development.

81 "Cortland County" (2433247488)

00:28:34.559 --> 00:28:50.549

The old cells are there and the very important side is very wet and drainstored the road, not feasible 6.3 and the 14.4.

82 "Cortland County" (2433247488)

00:28:50.549 --> 00:29:05.609

Is our current landfill and see the the area of black, those are the tired chests and the lower hand those tired chips section the landfill that we're feeling right now.

83 "Cortland County" (2433247488)

00:29:05.609 --> 00:29:22.619

And we have approximately ten years left in that area, we'll be getting our space survey done next month that will give us a better idea, but we're right around ten, maybe.

84 "Cortland County" (2433247488)

00:29:22.619 --> 00:29:41.039

If we were to expand, the expansion would be in the 73.5 acre parcel or to the west of the one oh 63 acre parcel.

85 "Cortland County" (2433247488)

00:29:41.039 --> 00:29:56.099

The 73.5 acre parcel would be the cheapest place to expand uphill from take take over and are.

86 "Cortland County" (2433247488)

00:29:56.099 --> 00:30:13.469

Gas collection system is right in the lower right hand corner of something 3.5 acre carcel. So our gas collection. How long would the 73.5 acres.

87 "Cortland County" (2433247488)

00:30:13.469 --> 00:30:29.969

It's the lifespan of that with cells added to it. It all depends on the size of the cell, you wanted to do it in stages or if you wanted to build one huge cell.

88 "Cortland County" (2433247488)

00:30:29.969 --> 00:30:45.149

The information I handed out six months ago, not to be super accurate on this but it was right around a million dollars in acre the last few bit out.

89 "Cortland County" (2433247488)

00:30:45.149 --> 00:31:01.859

That lasts us 20.5 years. Chenango County had a four year cell that was almost five.

90 "Cortland County" (2433247488)

00:31:06.299 --> 00:31:23.519

Not exact numbers but it was about two years in acre you go obviously the higher you can go if you could give a 100 so the 276 acre.

91 "Cortland County" (2433247488)

00:31:23.519 --> 00:31:41.639

Because the reason why the county have owned that solely for buffers. Yeah. How long does it take to build this stuff?

92 "Cortland County" (2433247488)

00:31:41.639 --> 00:31:57.719

Season the summer because if we've got ten years to go on what we have now, then eight years from now we need to really put the permitting process takes up to eight years. Yeah.

93 "Cortland County" (2433247488)

00:31:57.719 --> 00:32:15.029

Is this question and answer session right now shared so when when some of the prob process that we're looking at weigh station.

94 "Cortland County" (2433247488)

00:32:15.029 --> 00:32:30.779

And, you know, if the county was looking at it like transfer station, do you find that economically environmentally that.

95 "Cortland County" (2433247488)

00:32:30.779 --> 00:32:47.279

That is a positive way to go for us because I can remember when we were looking at doing recycling and you had a I can't remember what state it looked.

96 "Cortland County" (2433247488)

00:32:47.279 --> 00:33:07.279

We were, we were shipping that was doing really well, they ended up with a fire and then we stopped stopped using. So when you're looking at transfer, can we is that is it something that you're gonna always have over your head that we're gonna have to keep searching from.

97 "Cortland County" (2433247488)

00:33:07.279 --> 00:33:23.339

Well, ten years we got, we got this landfill we're gonna do and then now we gotta go and bid again with tipping fees, now we gotta go over here versus just doing, just doing this. I mean when you're looking at.

98 "Cortland County" (2433247488)

00:33:23.339 --> 00:33:43.339

Much road traffic that you get just for that stuff to be called out, for instance. With the transfer station you can be here wouldn't make sense to have it when you're gonna build a transfer station. So then that's what.

99 "Cortland County" (2433247488)

00:33:43.339 --> 00:34:01.439

For property that we have to acquire or or utilize so yeah if you were gonna build a transfer station I would highly recommend that you build it as close to rail card as possible just for that point you made, that will be probably everyone hearing the last few years.

100 "Cortland County" (2433247488)

00:34:01.439 --> 00:34:17.039

And they're gonna get a permit to extend and expand or aren't they and it's always drama and then get a permit. Some day they may not get a permit. And you're always gonna be wondering where.

101 "Cortland County" (2433247488)

00:34:17.039 --> 00:34:34.829

Going of Indiana that books to. Because a lot of people rail carrying their ways to Ohio and Indiana where they had huge plans.

102 "Cortland County" (2433247488)

00:34:34.829 --> 00:34:50.189

It yeah the future is very uncertain. And that's the thing that is the future is on certain this part is not and and we're looking at 73 acres of potentially.

103 "Cortland County" (2433247488)

00:34:50.189 --> 00:35:07.169

Giving us 50 more years or or whatever in into the of we already own because we're still, even with the old, the old site, we're still pulling.

104 "Cortland County" (2433247488)

00:35:07.169 --> 00:35:22.469

So even if we go to transport station not putting anything in there would still a cost to us because we're still pulling each of. So to me that it seems like with this committee that I think my, my.

105 "Cortland County" (2433247488)

00:35:22.469 --> 00:35:42.269

Rathers would be start doing the processing for Otherwen I spoke a week or so ago and we were gonna sit down in the near future before next committee and the pros and cons to.

106 "Cortland County" (2433247488)

00:35:42.269 --> 00:35:57.929

The transfer station pros and cons to expansion. But at the end of the day, if you're only looking at a56 acre cell to begin with, with future expansion, your initial upfront be very similar in cost.

107 "Cortland County" (2433247488)

00:35:57.929 --> 00:36:14.849

With with prices now as you know now, right? That's the trick, but also transfer stations from now, there's gonna be a lot more money. It's gonna be relatively, you know.

108 "Cortland County" (2433247488)

00:36:14.849 --> 00:36:33.149

I think everything's gonna go up similar prices. I don't think the transfer station is gonna go up a lot more than than direction to go that's today's dollar. Okay.

109 "Cortland County" (2433247488)

00:36:33.149 --> 00:36:53.149

You say it takes. Are you allowing comment Chris? Is it gonna be a good question? Are you allowing public comment anybody? It's just a quick question. You said it takes up to eight years to get for everybody, we got ten years.

110 "Cortland County" (2433247488)

00:36:53.149 --> 00:37:11.339

What is our backup plan in the event that we don't know every eight years with a couple of years to try and come up with, we have a backup plan situation, which is.

111 "Cortland County" (2433247488)

00:37:11.339 --> 00:37:26.939

I think we really shouldn't go this because the least we can control the price, go to a transfer station and all of a sudden these stays don't NO longer take it.

112 "Cortland County" (2433247488)

00:37:26.939 --> 00:37:43.169

How many of these \$200, so at least with this we could have a better so there's very few counties with landfills, right?

113 "Cortland County" (2433247488)

00:37:43.169 --> 00:37:58.319

23 or something like that. 25 total landfills in New York. A lot of them are private. Okay. So more values than not are going.

114 "Cortland County" (2433247488)

00:37:58.319 --> 00:38:16.320

Transfer and make it fast out of the county, is that what's going on? But yeah, but certain circumstances is because they have NO place else to expand. If the county was thinking about hoping a new landfill on the west side of the or somewhere else.

115 "Cortland County" (2433247488)

00:38:16.320 --> 00:38:34.770

I would highly recommend not moving forward because of the liability. I mean we have the infrastructure but a lot of lands goes closed because they have NO more capacity. Not what they just want.

116 "Cortland County" (2433247488)

00:38:34.770 --> 00:38:50.070

Okay, another quick question and I know you don't know, probably a dumb question but.

117 "Cortland County" (2433247488)

00:38:50.070 --> 00:39:05.610

So with whoever you contract with for the landfill, does the county hold any liability on that landfill if something gets into it that is.

118 "Cortland County" (2433247488)

00:39:05.610 --> 00:39:21.510

Whatever their BEC or whatever we put it finds a problem and says here are the finds does whoever contracts to that share in that fine?

119 "Cortland County" (2433247488)

00:39:21.510 --> 00:39:36.540

The only reason why I ask is because in my line of work, we're very selective where we take our our voice solely because of.

120 "Cortland County" (2433247488)

00:39:36.540 --> 00:39:52.710

You know, one Landfill reputation. Two, is when your name of Cortland County is named on there and there's any other issues that we that they occur in that we share responsibility.

121 "Cortland County" (2433247488)

00:39:52.710 --> 00:40:09.000

Can you kind of find that out as well that we're held, you know, in harm for something that another county that goes to the Atlanta or another says puts in some hazardous material.

122 "Cortland County" (2433247488)

00:40:09.000 --> 00:40:24.450

That they do not find and then they find it later, you know, during testing to say you know this is not even supposed to be in here. Here are your million dollar fines that you're, you're getting now.

123 "Cortland County" (2433247488)

00:40:24.450 --> 00:40:42.600

I just was curious who shares and some of the question. I would think that.

124 "Cortland County" (2433247488)

00:40:42.600 --> 00:41:00.510

You wouldn't have the liability and that's why the DEC is so what a Landfill can accept. We just install the radiation detection monitor it's on a landfill, I believe, but I'll definitely reach out and ask.

125 "Cortland County" (2433247488)

00:41:00.510 --> 00:41:18.300

Okay, things gonna happen because I remember years ago we solve the problem. But like I remember Wednesday every Thursday there were hundreds of dead seats up. So Somebody's, so this was a big deal, the statement was head.

126 "Cortland County" (2433247488)

00:41:18.300 --> 00:41:34.320

So things like that. You.

127 "Cortland County" (2433247488)

00:41:34.320 --> 00:41:54.320

If we were just a little closer to the airport, we wouldn't have to worry about it. Because you go down there to do a door and then the same thing because of the airport proximity. Room county airport.

128 "Cortland County" (2433247488)

00:41:54.320 --> 00:41:59.820

So.

129 "Cortland County" (2433247488)

00:41:59.820 --> 00:42:19.820

So there's a couple of other points I'd like to bring up here. I think everybody knows that there'll be less material going into the with all their recycling guidelines.

130 "Cortland County" (2433247488)

00:42:19.820 --> 00:42:37.380

What they expect to be recycled. So a five to six yourself could last 1213 years just because another point I would bring next month we're gonna be given a proposal.

131 "Cortland County" (2433247488)

00:42:37.380 --> 00:42:54.960

For the carbon credits still pay that and we don't have obviously we don't have the the cell cap yet. And I guessing what it showed yet just because some of it's still escaping and we haven't built up another cell.

132 "Cortland County" (2433247488)

00:42:54.960 --> 00:43:12.900

That we're working on. That would also be a benefit, you know, I would I don't require just financially but you know if there was another platform gas that's even more.

133 "Cortland County" (2433247488)

00:43:12.900 --> 00:43:32.900

Probably build another one. Even more to take up whatever ok so between now and next month's meeting Charlie and I will.

134 "Cortland County" (2433247488)

00:43:32.900 --> 00:43:35.700

Some bullet points and.

135 "Cortland County" (2433247488)

00:43:35.700 --> 00:43:55.700

To discuss it then. Excellent. Is there any other public comment on this discussion? Thank you. See you later. Next.

Bond Payments

	2020 Bond	EFC Bond	2007 Bond
Org. Amount	\$760,000	\$9,150,000	\$2,648,000
12/31/2024	\$520,000	\$3,980,000	\$680,874
Payment	-60,000	-455,000	-160,441
12/31/2025	\$460,000	\$3,525,000	\$520,433
Payment	-60,000	-460,000	-168,529
12/31/2026	\$400,000	\$3,065,000	\$351,904
Payment	-60,000	-470,000	-173,930
12/31/2027	\$340,000	\$2,595,000	\$177,974
Payment	-65,000	-475,000	-177,974
12/31/2028	\$275,000	\$2,120,000	\$0
Payment	-65,000	-485,000	170,000
12/31/2029	\$210,000	\$1,635,000	170,000
Payment	-70,000	-500,000	170,000
12/31/2030	\$140,000	\$1,135,000	340,000
Payment	-70,000	-510,000	170,000
12/31/2031	\$70,000	\$625,000	510,000
Payment	-70,000	-520,000	170,000
12/31/2032	0	\$105,000	680,000
Payment	65000	-50,000	400,000
21/31/2033	65000	\$55,000	400,000
Payment	65000	-55,000	395,000
12/31/2034	130000		795,000
Payment			1,020,000
Average Yearly Bond Payment \$685,000.00			
Total	\$130,000.00	\$795,000.00	\$1,020,000.00
			\$1,945,000.00

Madison County 3.76ac, \$4.675 Million 2023, ~ 730,000cy airspace

Chenango County 3.7ac, \$4.6 million 2023

Oswego County 9.4ac, \$7.1 million 2024, ~ 1.4 million cy airspace



CORTLAND COUNTY DEPARTMENT OF HIGHWAYS

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Deputy Superintendent of Highways

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Cortland County Landfill

Transfer Station

Initial costs: Property?

Transfer Station 120-150 ton capacity, \$2,000,000.00- \$4,000,000.00

Compacting units- 2, \$314,000.00

Walking floor trailers- 6, \$780,000.00

Semi-tractors- 2, \$360,000.00

Scale with radiation detection, \$110,000.00

Skid steers 2, \$180,000.00

Total: \$3,744,000.00- \$5,744,000.00

Benefits: fewer regulations,

Disadvantages: unknown destination and future rate of tipping fees,