



**Cortland County
Government Operations
Committee
Committee Meeting
~ Agenda ~**

60 Central Ave.
Cortland, NY 13045
www.cortlandcountyny.gov

Tuesday, August 11, 2026

10:30 AM

Room 302

View Meeting Virtually

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/298810722036209?p=Cygg5T4UnrGnnsntkg>

Meeting ID: 298 810 722 036 209

Passcode: BB7dE9X5

Call to Order

Attendee Name	Present	Absent	Late	Arrived
Committee Member Douglas Bentley				
Committee Member Cathy Bischoff				
Committee Member Paul Heider				
Committee Member Linda Jones				
Committee Member Dominick Mantella				
Committee Vice-Chair Mitchel Eccleston				
Committee Chair Joseph Nauseef				

Approval of Minutes

- June 9, 2026 - Government Operations Committee Minutes**

Resolutions

ON MOTION OF JOSEPH NAUSEEF

AGENDA ITEM NO. 1.

Increase Mortgage Tax Expense - Office of the County Clerk

WHEREAS, Article 11 (§§250-267) of the New York State Tax Law designates the County Clerk, as Recording Officer for the County of Cortland, to collect and administer mortgage recording taxes; AND

WHEREAS, the County Clerk is authorized to retain the actual and necessary expenses incurred in the collection and administration of mortgage recording taxes pursuant to Section 262 of the New York State Tax Law; AND

WHEREAS, the County Clerk's authorized mortgage tax expenses for 2026 was established at \$117,591.98 annually, payable in twelve equal monthly installments, pursuant to Resolution No. 165-25; AND

WHEREAS, the County Clerk has determined that the actual and necessary expenses for collecting and administering mortgage recording taxes will total \$126,709.68 annually, effective January 1, 2027; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 164-25 is rescinded effective January 1, 2027; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature authorizes the County Clerk's annual Mortgage Tax Expense in the amount of \$126,709.68, effective January 1, 2027; AND BE IT FURTHER

RESOLVED, the County Clerk shall retain from mortgage tax collections, twelve equal monthly installments totaling \$126,709.68 annually; AND BE IT FURTHER

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

ON MOTION OF JOSEPH NAUSEEF

AGENDA ITEM NO. 2.

Authorize Agreement with Carahsoft Technology Corporation - Department of Motor Vehicles

WHEREAS, the Cortland County Department of Motor Vehicles (DMV) has a longstanding challenge in answering incoming telephone calls, resulting in public frustration and increased demands on existing personnel; AND

WHEREAS, advances in Voice Artificial Intelligence (Voice AI) technology provide opportunities to improve customer service while supporting existing personnel resources; AND

WHEREAS, Carahsoft Technology Corp., is an authorized reseller and implementation partner for Polimorphic Inc., who provides Voice AI services and has successfully implemented similar solutions for other similar government agencies; AND

WHEREAS, a significant number of incoming telephone calls involve routine questions that do not require access to confidential or customer-specific information; AND

WHEREAS, the volume of routine telephone inquiries cannot be efficiently addressed with existing personnel resources without affecting other services; AND

WHEREAS, the needs of the public are better met when routine operational questions and requirements are answered in a timely and consistent manner; AND

WHEREAS, the proposed service is available twenty-four (24) hours a day in over seventy-five (75) languages, providing a cost-effective enhancement to public service; AND

WHEREAS, the Voice AI service will provide responses only to general informational inquiries and will not make decisions, process transactions, access confidential records or replace the review and approval

functions performed by qualified County employees in accordance with applicable federal standards and New York State Law; AND

WHEREAS, funding for this agreement will come from Account A14115.54055; NOW THEREFORE BE IT

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to execute an agreement with Carahsoft Technology Corp., an authorized reseller for the proposed platform with Polimorphic Inc., for the period of September 1, 2026 – December 31, 2026 not to exceed Four Thousand Three Hundred Dollars (\$4,300).

ON MOTION OF JOSEPH NAUSEEF

AGENDA ITEM NO. 3.

Authorize Agreement with Jerome Fire Equipment Company for Fire Extinguisher and Ansul System Inspections - Safety Director

WHEREAS, the County has a need for Fire Extinguisher and Ansul System Inspections and Testing; AND

WHEREAS, the County's most recent contract expired at the end of 2025; AND

WHEREAS, said contract was previously maintained by Building and Grounds when the Safety Officer was also the Superintendent of that department; AND

WHEREAS, the County currently has a Safety Director within the County Attorney's Office; AND

WHEREAS, there are funds in the Public Works Department's Building and Grounds budget to pay for said inspections and testing for 2026; AND

WHEREAS, the County Attorney's Office's Safety budget will include the cost of said inspections and testing commencing in 2027; AND

WHEREAS, the quote obtained by the Safety Director provides for a lower annual rate with the execution of a five (5) year contract; AND

WHEREAS, the Government Operations Committee recommends that the County enter into a five (5) year contract; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute a five (5) year contract with Jerome Fire Equipment Co., Inc., 8721 Caughdenoy Road, Clay, NY 13041 for Fire Extinguisher and Ansul System Inspections in an amount not to exceed \$10,500; AND BE IT FURTHER

RESOLVED, that the 2026 payment shall be made from Account No. A16205.54015; AND BE IT FURTHER

RESOLVED, that the payments for 2027 through 2030 shall be made from Account No. A36205.54015.

Action Items

1. **Dress and Appearance Policy**
2. **Approve Hazard Communication Policy**
3. **Approve Exposure Control Plan**

Monthly Reports

1. **Office of the County Clerk Monthly Report**
2. **Office of the Clerk of the Legislature Monthly Reports**
3. **Board of Elections Monthly Report**
4. **Office of the County Attorney Monthly Report**
5. **Safety Director Monthly Report**

Discussion Items

1. **Payroll Distribution**

Adjournment