

COMMON COUNCIL MEETING

October 2, 2012

Public Hearing: 6:30 p.m. – Lease of Rosen Property

7:00 P.M. Call Meeting to Order
Salute to the Flag of the United States
Public Comments
Minutes of September 18, 2012
Bills
Ward Reports
Mayor's Report
Reports of Boards & Commissions
Proclamations (3)
PINK SHEET Sign off

AGENDA:

1. Review of options available to the city pertaining to Health Insurance options (Mack Cook).
2. Consideration of a resolution to join the Tompkins County Health Insurance Consortium (Mack Cook).
3. Consideration of a resolution to authorize the Mayor to enter into a lease of the Rosen Superfund Site to the New York Susquehanna and Western Railroad Central New York Railroad for an offloading facility. (Mack Cook)
4. Consideration of a resolution to recognize six donations totaling \$825.00 submitted to the Youth Bureau for the Wickwire Pool Trust Fund. (John McNerney)
5. Consideration of a resolution to appropriate proceeds received (\$5,265.00) as reimbursement for overtime in conjunction with the Governor's Traffic Safety Program. (Deputy Chief Paul Sandy)
6. Consolidated fee schedule for Code Department (William Knickerbocker)
7. Overview of City 2013 Budget Projections (Mack Cook).

ABSTRACT OF AUDITED VOUCHERS, TO BE PAID OCTOBER 15, 2012

CLAIMANT	DESCRIPTION	CODE NUMBER	VENDOR #	AMOUNT	TOTAL
MAYOR					
SELLCO	SIGNS FOR DIRECTIONS DOWNTOWN	A-1210-403-00	56220	\$250.00	\$250.00
FINANCE					
CNY OFFICE PRODUCTS	BINDERS	A-1325-403-00	11018	\$31.74	\$31.74
CITY CLERK					
QUIK PRINT STAPLES INC. SUBS.	LETTERHEAD BINDERS & COPY PAPER	A-1410-403-00 A-1410-403-00	51100 58475	\$99.00 \$40.41	\$139.41
BUILDING AND GROUNDS					
JOHNSTON PAPER	ROLL TOWELS,LINERS,TISSUE	A-1620-405-00	33147	\$585.64	\$585.64
CENTRAL SERVICE					
COMDOC COMDOC	COIPER LEASE- FINANCE COIPER LEASE- MAYOR	A-1670-415-00 A-1670-415-00	11452 11452	\$159.00 \$90.00	\$249.00
DATA PROCESSING					
CDW GOVERNMENT CDW GOVERNMENT STAPLES CITRIX ONLINE THE CORTLAND CONNECTION THE CORTLAND CONNECTION	DATA CART,CLEANING CART PRINTER-LICENSE FOR CLERKS NOTEBOOK CASE GOTOASSIST SUPPORT WEB DESIGN SITE WIDE MUENU CHANGE	A-1680-403-00 A-1680-405-00 A-1680-405-00 A-1680-415-00 A-1680-415-00 A-1680-415-00	10631 10631 58475 10780 60055 60055	\$287.24 \$167.38 \$41.57 \$69.00 \$600.00 \$137.50	\$1,302.69
	TOTAL				\$2,558.48



**City of Cortland,
New York
PROCLAMATION**

- WHEREAS,** the scourge of domestic violence visits countless New Yorkers, with no regard to age, race, religion, or economic status, and as victims suffer at the hand of a spouse or dating partner, it affects their children, families and entire communities; and
- WHEREAS,** according to the Center for Disease Control, Domestic Violence is the number one reason for injuries to women in the U.S. and accounts for more emergency room visits than auto accidents, muggings and rapes combined; and
- WHEREAS,** according to the National Coalition Against Domestic Violence and the U.S. Department of Justice Bureau of Justice Statistics: 1 in 4 women will experience Domestic Violence in their lifetime; 85% of victims are women; an estimated 1.3 million women are victims of a physical assault by a partner each year; there are 16,800 homicides and 2.2 million (medically treated) injuries due to intimate partner violence annually; and
- WHEREAS,** the YWCA Aid to Victims of Violence Program provided services to over 240 Domestic Violence clients and their children in 2011; and
- WHEREAS,** New Yorkers rely on the state's outstanding network of domestic violence programs to provide a range of essential services, including, in 2010, residential services to over 15,500 victims, over half of whom were children and providing non-residential services to over 47,000 victims; and statewide and local community partners helped to protect the safety and rights of victims, including the efforts of law enforcement, the courts, civil legal services providers and numerous other professionals who offered support and assistance to victims and their children; and
- WHEREAS,** New York State acknowledges that awareness and education are critical components of prevention and therefore strives to increase the public's knowledge of domestic violence by collaborating on initiatives such as the State's annual "Shine the Light on Domestic Violence" initiative which connects communities across the State by turning New York purple in October, developing new initiatives to reach teens and young adults, distributing informational materials, and continually increasing and enhancing outreach through social media; and
- WHEREAS,** Cortland residents join with all Americans in supporting victims of domestic violence and share the worthy goals of this month-long observance, and likewise support the work of public and private entities that strive to provide the best coordinated response to domestic violence in our community, sending a loud and clear message to abusers that domestic violence is not tolerated in our community;
- THEREFORE,** I, Brian Tobin, Mayor of the City of Cortland by virtue of the authority vested in me do hereby proclaim October 2012 as

Domestic Violence Awareness Month

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of Cortland, New York this 2nd day of October.

Brian Tobin, Mayor of Cortland, New York



**City of Cortland,
New York**

PROCLAMATION

- WHEREAS,** the City of Cortland is committed to ensuring the safety and security of all those living in and visiting our city; and
- WHEREAS,** fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and
- WHEREAS,** home fires killed more than 2,600 people in the United States in 2010, according to the latest research from the nonprofit National Fire Protection Association (NFPA), and fire departments in the United States responded to more than 369,000 home fires; and
- WHEREAS,** residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and
- WHEREAS,** only one-third of Americans have both developed and practiced a home fire escape plan, and
- WHEREAS,** almost three-quarters of Americans do have an escape plan; however, less than half have actually practiced it, and
- WHEREAS,** one-third of Americans households who made one and estimate they thought they would have at least 6 minutes before a fire in their home would become life threatening. The time available is often less, and
- WHEREAS,** working smoke alarms cut the risk of dying in reported home fires in half; and
- WHEREAS,** City of Cortland first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and
- WHEREAS,** City of Cortland residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and
- WHEREAS,** the 2012 Fire Prevention Week theme, "Have Two Ways Out!" effectively serves to remind us to develop and practice a home fire escape plans during Fire Prevention Week and year-round.
- THEREFORE,** I, Brian Tobin Mayor of the City of Cortland do hereby proclaim October 7-13, 2012, as Fire Prevention Week throughout this city, and I urge all the people of Cortland to practice their home fire escape plan during Fire Prevention Week 2012, and to support the many public safety activities and efforts of Cortland's fire and emergency services.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of Cortland, New York this 2nd day of October.

Brian Tobin
Mayor of Cortland, New York



**City of Cortland,
New York
PROCLAMATION**

- WHEREAS,** each year during the month of October, the City of Cortland joins with the Nation in celebrating National Disability Employment Awareness Month, and we take this opportunity to recognize the abilities and accomplishments of workers with disabilities. We acknowledge the efforts made to enhance opportunity and equal employment for individuals with disabilities through legislation such as the Americans with Disabilities Act (ADA); AND
- WHEREAS,** we have made much progress in the 22 years since the signing of the ADA, significant challenges remain given people with disabilities still experience an alarming unemployment rate, one of the highest of any group in the Nation. Fair access to employment is a fundamental right of every American, including the more than 54 million people in the country estimated to be living with disabilities; AND
- WHEREAS,** we grow stronger as a community when each person feels the dignity conferred by having the ability to support themselves and their families through productive work. Our community is dedicated to ensuring that all residents with disabilities can live life fully, with greater opportunities and independence through advocacy, support, and technological advancements and, toward this end, our community continues to take action to promote equal employment for individuals with disabilities; AND
- WHEREAS,** we recognize the need for equal employment opportunities, we must also strengthen and expand the educational opportunities for individuals with disabilities. We need to build a community free of unnecessary barriers, stereotypes, and discrimination, and we must ensure that everyone receives appropriate training to prepare them for future success; AND
- WHEREAS,** local agencies continue to work with community leaders, service providers, employers and citizens with disabilities and their families to expand the range of supports to increase opportunities for employment; AND
- WHEREAS,** it is fitting that our City participates in this month-long observance, whose 2012 theme is "A Strong Workforce is an Inclusive Workforce" as it promotes increased educational and employment opportunities, and increased inclusion into community life for people with disabilities. This month, we rededicate ourselves to fostering an inclusive and diverse work culture that welcomes the skills and talents of all qualified employees;
- THEREFORE,** I, Brian Tobin, Mayor of the City of Cortland, call on all our citizens to celebrate the contributions of individuals with disabilities to our workplaces and community, and to promote the employment of individuals with disabilities to create a better and more inclusive community, one in which every person is rightly recognized for their abilities and accomplishments. Furthermore, I urge employers, as they seek to fill positions, to embrace the richness of our community's diversity by considering the talents of all workers, including workers with disabilities;
- THEREFORE,** I declare that the City of Cortland recognizes October 2012 as

DISABILITY EMPLOYMENT AWARENESS MONTH

IN TESTIMONY WHEREOF, I have hereunto set my hand
and caused to be affixed the Great Seal of Cortland, New York
this 2nd day of October.

Brian Tobin
Mayor of Cortland, New York



CORTLAND YOUTH BUREAU

35 Port Watson Street • Cortland, NY 13045 • (607) 753-3021 • Fax: (607) 753-3023 • www.cortland.org

TO: Mayor Brian Tobin
Members of the City Council
Mack Cook, Director of Administration and Finance
Lori Crompton, Finance Department

FROM: John McNerney, Youth Bureau Director

RE: Wickwire Pool Trust Fund Deposit

DATE: September 24, 2012

As you are fully aware the Wickwire Pool Fundraising committee has been busy seeking donation for the renovation of Wickwire Pool. I would like to ask the common council to accept and recognize the following donations from local business and individuals:

<i>Donation</i>	<i>Amount</i>
<i>Kellogg Auto Supply Co. Inc.</i>	<i>\$300.00</i>
<i>WXHC-FM Eves Broadcasting</i>	<i>\$100.00</i>
<i>Tanner-Ibbotson, Inc.</i>	<i>\$100.00</i>
<i>Thoma Development Consultants</i>	<i>\$100.00</i>
<i>Thomas & Lynn Meldrim</i>	<i>\$200.00</i>
<i>Uncle Louie's Backyard, LLC</i>	<i>\$ 25.00</i>

Total Donations = \$ 825.00

Funds should be deposited into the Wickwire Pool Trust Fund. Attached are copies of the checks for your records. Feel free to contact me with any questions at 753-3021 ext.23.





KELLOGG AUTO SUPPLY CO., INC.

161 MAIN STREET
CORTLAND, NEW YORK 13045
"EMPLOYEE OWNED"

DATE	INVOICE	AMOUNT

50-313
213

008854

THE SUM 300 DOLLARS

PAY AMOUNT _____ DOLLARS

CHECK NO. 8854

TO THE ORDER OF
Wickwire Pool Trust Fund
35 Port Watson St.
Cortland, NY 13045

FIRST NATIONAL BANK of CORTLAND - CORTLAND, NEW YORK

DATE	GROSS AMT.	DISCOUNT	CHECK AMOUNT
9/10/12			300.00

KELLOGG AUTO SUPPLY CO., INC.

Coates

PRESIDENT

TREASURER



WXHC-FM
EVES BROADCASTING INC.
P.O. BOX 386 PH. 607-749-9942
HOMER, NY 13077

EXPLANATION	AMOUNT
Wickwire Pool	

14857

50-351-213

CHECK AMOUNT

UNT One Hundred Dollars DOLLARS

DATE	TO THE ORDER OF	DESCRIPTION	CHECK NUMBER
1/12	Wickwire Pool Trust Fund		14857

\$ 100.00

Security Features
Indicated
Outside on Back

Alliance Bank ^{NA}
Oneida, New York 13421

[Signature]



TANNER-IBBOTSON, INC.
CORTLAND'S LEADING INSURANCE AGENCY
1109 COMMONS AVE. PHONE 756-7531
CORTLAND, NY 13045-9984

KEY BANK OF NEW YORK
HOMER, NY 13077

29-7/213

056886

PAY TO THE ORDER OF Wickwire Pool Trust Fund

Reference 62178
Check Date 09/11/2012

\$ 100.00

ONE HUNDRED AND 00/100 ***** DOLLARS

Wickwire Pool Trust Fund
35 Port Watson St
Cortland NY 13045

TANNER-IBBOTSON, INC.

[Signature]

FOR Wickwire Pool



THOMA DEVELOPMENT CONSULTANTS

DIV. OF THOMA LTD.
34 TOMPKINS STREET
CORTLAND, NY 13045



50-351-213



PAY One Hundred and No/100 Dollars

DATE 9/14/12

AMOUNT \$100.00

TO THE ORDER OF: Wickwire Pool Trust Fund
35 Port Watson Street
Cortland, NY 13045

THOMA DEVELOPMENT CONSULTANTS/DIV. OF THOMA LTD:



[Signature]

AUTHORIZED SIGNATURE

Security Features. Details on back.

Member contribution



UNCLE LOUIE'S BACKYARD, LLC

294 TOMPKINS STREET
CORTLAND, NY 13045

(607) 758-3062

NYS LLQ LIC #052CORTOP2602796252

9209

DATE

8/25/12

29-7-213

PAY TO THE ORDER OF

Wickwire Pool Trust Fund
Twenty five & 00/100

\$ 25 ⁰⁰/₁₀₀

DOLLARS

KeyBank National Association

FOR

Donation

[Signature]

THOMAS A MELDRIM

LYNN V MELDRIM

25 MELVIN AVE
CORTLAND, NY 13045

50351/213

646

DATE

9/9/12

PAY TO THE ORDER OF

Wickwire Pool Trust Fund
Two Hundred & 00/100

\$ 200. ⁰⁰/₁₀₀

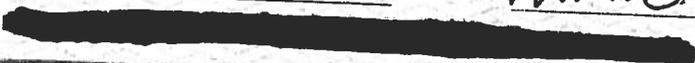
DOLLARS



MEMO

Thomas A. Meldrim

MEMO ACCOUNTING OR SECURITY PURPOSES





CORTLAND POLICE DEPARTMENT

2012 STEP FUNDS



September 17, 2012

TO: Mack Cook, Director of administration & Finance
FROM: Deputy Chief Paul A. Sandy
RE: Request for STEP Funds

Traffic Enforcement :(A3120.104-00 account – Overtime)

We are requesting the Common Council appropriate proceeds just received as reimbursement for overtime in conjunction with the Governor's Traffic Safety Program. The Selective Traffic Enforcement Program (STEP), provides funding to this agency for overtime traffic enforcement programs. The expense of these programs is paid from the department overtime budget, and then reimbursed to the agency upon receipt of a voucher for our expenditures. The replacement of these funds into our overtime account will assist with maintaining the integrity of the line, since these funds are not calculated into our annual budget. This is a customary reimbursement practice identical to STOP DWI Funds, Buckle Up New York (BUNY), and other state special details.

\$5,265.00

State of New York

A

REMITTANCE ADVICE FOR CHECK NO. 00571973

NOTICE: To access remittance information on any one of your NYS payments, visit <https://vendor.sfs.ny.gov>

Agency Code and Description	Tale Inquiry No	Voucher No	Payee Reference/Invoice No	Rel/Inv Date	Payment Amount
DMV02 Governors Traffic Safety	518/474-0902	00000568	STEP 2012 Police-00133	08/28/12	5,265.01

Non-Negotiable

Check Total	\$5,265.00
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GOV'T ENTITIES, VENDORS, NOT-FOR-PROFITS:
Go to <http://www.osc.state.ny.us/pay/index.htm> for Electronic Payments information

DETACH HERE BEFORE CASHING PLEASE CASH WITHIN 180 DAYS

19062398

\$5,265.00

State of New York

DEPARTMENT OF TAXATION AND FINANCE
DIVISION OF THE TREASURY

Check No. 00571973

29-55
213

A

SEPTEMBER 12, 2012 DMV02

KNOW YOUR ENDORSER

Pay to the Order of: CORTLAND CITY OF

\$5,265.00

GENERAL CHECKING ACCOUNT "A"

Thomas P. DiNapoli
State Comptroller

KeyBank N.A.

Thomas H. Mallon
Commissioner, Dept. of Taxation and Finance

CITY OF CORTLAND

Finance Office
25 Court Street
CORTLAND, NY 13045
607-756-7312

RECEIPT

NAME <i>State of NY</i>		ADDRESS	
SOLD BY <i>epm</i>	DATE <i>9/</i>	PH. NO.	
<i>STEP</i>		ACCT. FORWARD	
		<i>5265 -</i>	
<i>A3389</i>			
No. <i>033980</i>	TOTAL	<i>5265 -</i>	

ALL CLAIMS & RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL.

WHEREAS, the Common Council desires to establish a schedule of fees pursuant to Section 100-16 of the Code of the City of Cortland.

NOW, THEREFORE, be it
RESOLVED, that the fee schedule be as follows:

For Inspection of Residential Dwelling Units

Code of the City of Cortland Section 100-11

Code of the City of Cortland Section 100-11 E

Code of the City of Cortland Section 100-16

Dwelling Unit is defined as: A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

1 Dwelling Unit	\$35.00	
2 Dwelling Units	\$70.00	
3 Dwelling Units	\$105.00	
4 Dwelling Units	\$140.00	
5 Dwelling Units	\$175.00	
6 Dwelling Units	\$210.00	
7 Dwelling Units	\$245.00	
8 Dwelling Units	\$280.00	
More than 8 Dwelling Units	\$280.00 + \$50.00 per hour	
Sororities/Fraternities that are recognized by SUNY Cortland	\$100.00	(Note: this is a proposed increase)
Motel/Hotel	\$50.00 + \$25.00 per hour	

Note: This is proposed change in language and fee

Rooming House/Boarding House and Similar Residential Occupancies:

1 Dwelling Unit	\$35.00
2 Dwelling Units	\$70.00
8 or More Bedrooms	\$50.00 + \$25.00 per hour

For Rental Permit

City of Cortland Code of Ordinance Section 102-10

City of Cortland Code of Ordinance Section 102-11

Early Registration	\$60.00
Regular Registration	\$80.00

For Non Residential Fire Inspections (Commercial and Public Assembly Occupancies)

City of Cortland Code of Ordinance Section 100-11

City of Cortland Code of Ordinance Section 100-11 E

City of Cortland Code of Ordinance Section 100-16

Resolution 62 of 2003

Structures up to 999 Square Feet	\$20.00
Structures between 1,000 to 1,999 Square Feet	\$40.00
Structures between 2,000 to 9,999 Square Feet	\$50.00

Structures 10,000 or more Square Feet

Greater of \$100 or \$25 per hour

Occupancies Requiring Operating Permit

\$50.00 in addition to applicable inspection fees.

City of Cortland Code of Ordinance Section 100-10

City of Cortland Code of Ordinance Section 100-10G

City of Cortland Code of Ordinance Section 100-16

Miscellaneous Inspection Fees

City of Cortland Code of Ordinance Section 100-11

Missed Inspection Fee \$50.00

Second and Subsequent reinspection \$25.00

For Plumbing and Heating Licenses and Permits

Rules and Regulations for Plumbing and Drainage in the City of Cortland Section P104

Rules and Regulations for Plumbing and Drainage in the City of Cortland Section 50

Rules and Regulations for Plumbing and Drainage in the City of Cortland Section P109

Rules and Regulations for Plumbing and Drainage in the City of Cortland Section P126

Licenses:

Master Plumbers Exam \$100.00

Type B Exam \$170.00

Issuance of Master \$300.00

Annual Master Renewal \$100.00

Annual Master Inactive \$20.00

Annual Type B Renewal \$80.00

Annual Journeyman Renewal \$40.00

Annual Apprentice Renewal \$20.00

Temporary Master License Fee is based on the cost of the job

*Jobs under \$10,000 \$300.00

*Jobs over \$10,000 \$550.00

Heating License \$450.00

Annual Heating Renewal \$100.00

Magnetic Signs \$10.00

Plumbing Permits:

Single Family Home: New Building or Extending Existing- \$105.00 + Fixture Fee

All other Occupancies: New or Extending Existing- \$150.00 + Fixture Fee

All Structures-Replacement of Existing Fixture- \$45.00 + Fixture Fee

Fixture Fee \$4.00

Heating Permits:

Units Under 150,000 BTU's \$40.00

Units 150,000 - 1,000,000 BTU's \$100.00

Units Over 1,000,000 \$500.00

For Building Permits... Fees Based on Value of Construction

City of Cortland Code of Ordinance Section 100-4

City of Cortland Code of Ordinance Section 100-4K

City of Cortland Code of Ordinance Section 100-16

Value of construction

Up to \$500	\$10.00
\$501 to \$2000	\$40.00
\$2001 to \$5000	\$50.00
\$5001 to \$25000	\$50 plus \$7 for each additional \$1000 over \$5000
\$25001 to \$50000	\$200 plus \$5 for each additional \$1000 over \$25000
Over \$50000	\$500 plus \$4 for each additional \$1000 over \$50000

For Miscellaneous Construction Fees

Inspections outside of normal business hours \$30 per hour*

*Minimum charge two hours in addition to permit fee

Plan Review where no permit requested 50% of permit cost*

*Additional plan required by changes, additions, or revisions to approved plans

\$30 per hour

City of Cortland Code of Ordinance Section 100-4

Refund of Building Permit 50% of fee paid*

*This is only applicable if the permit is not approved and no work has commenced.

Renewal of Building Permit for 6 months \$20 or 10% of permit fee, whichever larger

Certificate of Occupancy or Compliance

City of Cortland Code of Ordinance Section 100-7A

City of Cortland Code of Ordinance Section 100-7D

City of Cortland Code of Ordinance Section 100-7F

City of Cortland Code of Ordinance Section 100-16

Certificate of Occupancy or Compliance \$25 if building permit is in effect

Otherwise:

\$50 for one-two or three family dwellings

\$100 for all others

Temporary CO Fee

1st-valid for 6 months \$25.00

2nd-valid for 6 months \$100.00

3rd-valid for 6 months \$200.00

For Zoning Applications:

City of Cortland Code of Ordinance Section 250

Subdivision Application \$30.00

For Complaint Response Billing

City of Cortland Code of Ordinance Section 100-12

City of Cortland Code of Ordinance Section 100-12B

City of Cortland Code of Ordinance Section 100-16

3 rd separate complaint response in 12 months	\$50.00
4 th separate complaint response in 12 months	\$100.00
5 th separate complaint and subsequent visit in 12 months	\$250.00

and it is further

RESOLVED, that this resolution shall take effect immediately.

DRAFT