



CITY OF CORTLAND COMMON COUNCIL MEETING

SEPTEMBER 19, 2023 | 6:00 PM

MINUTES

MEETING LOCATION

CITY HALL
25 COURT STREET
CORTLAND, NY 13045

STREAMING VIA ZOOM

MEETING ROOM ID:
923 566 4700

[ZOOM LINK](#)

MAYOR

SCOTT STEVE

COUNCIL MEMBERS

WAYNE SCHUTT
KATY SILLIMAN

MARY CLARE PENNELLO

PAT LANE

SETH THOMPSON

BILL CARPENTER

TROY BECKWITH

TOM MICHALES

CITY CLERK

ANDY JEWETT

CORPORATION COUNSEL

A.J. MELDRIM

DIRECTOR OF ADMINISTRATION & FINANCE

LISA HENTY

CONTACT

ANDY JEWETT, CITY CLERK

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RESOLUTIONS

- Resolution No. 155 Accept the 2021 Annual Comprehensive Financial Report
- Resolution No. 156 Accept the 2022 Annual Comprehensive Financial Report
- Resolution No. 157 Amend the 2023 Adopted Budget by \$442,151 to Recognize Revenues Not Appropriated in the Original Budget
- Resolution No. 158 Authorize the Fire Department the Purchase of Self Contained Breathing Apparatus (SCBA)
- Resolution No. 159 Create a Provision in Article VII Parking Standing, and Stopping of City Code of Ordinances Regulating No All Night Parking in Municipal Parking Lots
- Resolution No. 160 Renew Intermunicipal Agreement to Provide Wastewater Treatment Services to Village of Homer



CITY OF CORTLAND COMMON COUNCIL

SEPTEMBER 19, 2023 | 6:00 PM

MEETING MINUTES

CALL TO ORDER | ROLL CALL

Mayor Steve called the meeting to order at 6:03 p.m., and the Corporation Counsel called the roll. The following Common Council members were in attendance:

Wayne Schutt	First Ward Alderperson
Katy Silliman	Second Ward Alderperson
Mary Clare Pennello	Third Ward Alderperson
Patricia Lane	Fourth Ward Alderperson
Seth Thompson	Fifth Ward Alderperson
William Carpenter	Sixth Ward Alderperson
Troy Beckwith	Seventh Ward Alderperson
Thomas Michales	Eighth Ward Alderperson

SALUTE TO THE FLAG

MOMENT OF REFLECTION

PRIVILEGE OF THE FLOOR

Beau Harbin, County Legislator representing LD2 provided information about the 2024 county budget, personnel, and vacancies. He mentioned the sales tax contract between the City and County and asked the Council to consider options moving forward. Mr. Harbin added that the WWI Memorial restoration is complete and the County 911 center construction is in progress.

PRESENTATIONS

Presentation No. 1. Presentation by Cayuga Addiction Recovery Services

Jessica Janssen provided information about the services of Cayuga Addiction Recovery Services (CARS) and their application to New York State Office of Addiction Services and Supports to open and operate an opioid use disorder clinic on Euclid Ave. that would offer methadone treatment. CARS is seeking a letter in support of these services from the City of Cortland, but Ms. Janssen said that the agency does not need such a letter to obtain state approval and would proceed with their services and methadone treatment program at that location even if the City of Cortland does not support it.

Mayor Steve and members of the Council asked questions about why CARS selected the Euclid Ave. site which is in a residential district rather than a business or commercial district, why the City had not been advised of CARS intent to place these treatment services there, and about security and traffic.

CARS indicated they have had discussions with the County, and acknowledged that they should have included the City of Cortland as well. Ms. Janseen said CARS will take steps to move forward with the project with or without Common Council support.

Mayor Steve granted privilege of the floor to Euclid Ave. and are residents to state their questions and concerns. Carlos Ferrer, Kristie Rainbow, Charlotte Wallace and Debbie Gross expressed concerns relating to the impact on the neighborhood and their properties from increased foot and vehicle traffic and littering, as well as concerns about privacy and security.

Several residents said that while addiction treatment services are needed, the location of addiction treatment services are more appropriate in non-residential zoning districts. They also objected to CARS not providing the City or area residents earlier notice of their plans and an opportunity for residents to address their questions and concerns.

Mayor Steve concluded the discussion requesting that CARS, the City and residents meet to discuss activities to mitigate these concerns such as installation of fences for privacy and security.

Presentation No. 2. Presentation of the 2021 and 2022 Final Draft Financial Statements

A presentation of the 2021 and 2022 independent audit of City financials and related findings as made by Duane Shoen and Matthew Ball of the auditing firm Insero & Co. CPAs, LLP. All of the documents relating to the audit were provided to Council members and made available to the public on the City website on September 15, 2023, the day they were received by the City. The documents include:

- Management Comment Letter
- Financial Report 2021
- Financial Report 2022
- Executive Summary

Director of Administration and Finance Lisa Henty offered to meet with councilmembers upon request to further explain and review information.

MAYOR'S REPORT

Mayor Steve discussed the 9/11 Ceremony and praised its success, thanking Police Chief Paul Sandy. He said that the town/gown committee meetings continue and have been productive.

WARD REPORTS

Ward 1: Council Member Schutt also praised the 9/11 Ceremony and remarked that it keeps getting better thanks to the veterans and others who participate. He stated that paving in the ward has been going well and thanked Nic Dovi and DPW, passing along constituent comments of thanks.

Ward 2: Council Member Silliman said she met with Bruce Adams, Wastewater Superintendent. She indicated that the wastewater treatment facility produces more electricity than the plant needs and assists Cayuga Heights, which creates revenue. Ms. Silliman reminded attendees of the meeting on September 28th at Parker School to discuss community perspective. She said that noise complaints in the neighborhood continue and she wants the college to educate students on responsibilities of living off campus before allowed to do so. She expressed her appreciation of the Police Department and Code Enforcement Division's support in regulation of noise and other ordinances.

- Ward 3: Council Member Pennello said she continues to work with the Code Enforcement Division and said that Captain Everett and staff have been great. She said George Street paving is in progress. Ms. Pennello said she and Mayor Steve visited businesses who were recipients of microenterprise grants and that recipients were very appreciative.
- Ward 5: Council Member Thompson said he received concerns from constituents about the methadone treatment plans discussed earlier in the meeting. He also received questions about the leaf and lawn debris pickup schedule.
- Ward 6: Council Member Carpenter expressed his concern about the methadone treatment plan and disappointment that the County was not transparent or forthcoming about their knowledge. He remarked that the two government entities should be working together.
- Ward 7: Council Member Beckwith said he has been receiving calls complaining about the weeds in right of ways along Clinton Ave. Mayor Steve commented that the issue is being addressed.
- Ward 8: Council Member Michales said the Randall Park project moving forward. Fencing is nearly done and asphalt will be laid soon. He also praised the 9/11 ceremony. Mr. Michales noted that he received calls expressing concerns over the proposed methadone clinic.

APPROVAL OF THE MINUTES

The minutes of the September 5, 2023 Council meeting were approved.

Motioned by: Council Member Silliman

Seconded by: Council Member Schutt

Approved: Ayes – 7 [Schutt, Silliman, Pennello, Lane, Carpenter, Beckwith, Michales]
 Nays – 0
 Abstention – 1 [Thompson]

RESOLUTIONS

Resolution No. 155 Accept the 2021 Annual Comprehensive Financial Report

RESOLVED, that the City of Cortland Common Council on this 19th day of September 2023, accept the 2021 Annual Comprehensive Financial Report as presented by Insero & Co.

Motioned by: Council Member Silliman

Seconded by: Council Member Schutt

Approved: Ayes – 8 [Schutt, Silliman, Pennello, Lane, Carpenter, Beckwith, Thompson, Michales]
 Nays – 0

Resolution No. 156 Accept the 2022 Annual Comprehensive Financial Report

RESOLVED, that the City of Cortland Common Council on this 19th day of September 2023, accept the 2022 Annual Comprehensive Financial Report as presented by Insero & Co.

Motioned by: Council Member Pennello

Seconded by: Council Member Schutt

Approved: Ayes – 8 [Schutt, Silliman, Pennello, Lane, Carpenter, Beckwith, Thompson, Michales]
 Nays – 0

Resolution No. 157

Amend the 2023 Adopted Budget by \$442,151 to Recognize Revenues Not Appropriated in the Original Budget

RESOLVED, that the City of Cortland Common Council on this 19th day of September 2023, that the 2023 budget be, and is hereby, amended in the amount of \$442,151 as outlined in the accompanying table; AND BE IT FURTHER

RESOLVED, that the City of Cortland Common Council declare a 2009 AL9700 International Dump Truck (Model/VIN 1HTMZSKL1AJ191419) and the associated attachments and a 1987 Hotsy 981a Hot Water High Pressure Washer (Model/VIN H09656) as surplus property.

Requesting Department	Description	Amount	Category		Action/Explanation
			Source	Fund	
Fire Department	Accept and Appropriate Regional FEMA AFG Grant	\$364,722	Federal	General Fund	Assistance to Firefighters Grant that will provide EMS equipment and training for current staff to be appropriated to a variety of line items including equipment and personnel.
Public Works	Declare two items Surplus	TBD	Local Funds	General Fund	Declare a 2009 AL9700 International Dump Truck and the associated attachments and a 1987 Hotsy 981a Hot Water High Pressure Washer surplus and appropriate revenues received to A5110-540500 toward the purchase of new operating equipment.
Youth Bureau	Donation	\$25	Private Funds	Trust and Agency Fund	A \$25 donation in memory of Bob Isaf for repairs or improvements in Suggett Park and appropriated to TE0-2090.
Youth Bureau	Field Usage Fees	\$2,283	Local Funds	General Fund	Appropriate funding for field usage fees that exceed the original allocation to be appropriated to A7140-540500.
Youth Bureau	Grant Award	\$16,000	Other Gov't.	General Fund	Funding from Cortland County via a state grant to support youth services and programming to be appropriated to A7310-510000.
Water	Department of Health Lead Service Line Replacement Plan	\$59,121	State Funding	Water Fund	Appropriation LSLRP funding received to cover lead line replacements for Pearne St, East Ave, York St, Elm St, and Central Ave. Funds will be appropriated to FX8340-540500.

Motioned by: Council Member Schutt

Seconded by: Council Member Beckwith

Approved: Ayes – 8 [Schutt, Silliman, Pennello, Lane, Carpenter, Beckwith, Thompson, Michales]
Nays – 0

Agenda Item No. 4 Authorize a Letter of Support to OASAS in Favor of Cayuga Addiction Recovery Services (CARS)

Agenda Item No. 4 was tabled.

Motioned by: Council Member Silliman

Seconded by: Council Member Thompson

Approved: Ayes – 8 [Schutt, Silliman, Pennello, Lane, Carpenter, Beckwith, Thompson, Michales]
Nays – 0

Resolution No. 158 Authorize the Fire Department the Purchase of Self Contained Breathing Apparatus (SCBA)

RESOLVED, that the City of Cortland Common Council authorize the Fire Chief to enter into an agreement with Municipal Emergency Services (MES) for the purchase of 83 SCOTT X3 Pro SCBA and appropriate additional equipment needed for the amount of \$632,000 with a FEMA contribution of \$568,800 and a local contribution of \$63,200, which will be divided as predetermined by an MOU with the three fire departments.

Motioned by: Council Member Schutt

Seconded by: Council Member Pennello

Approved: Ayes – 8 [Schutt, Silliman, Pennello, Lane, Carpenter, Beckwith, Thompson, Michales]
Nays – 0

Resolution No. 159 Create a Provision in Article VII Parking Standing, and Stopping of City Code of Ordinances Regulating No All Night Parking in Municipal Parking Lots

RESOLVED, that the City of Cortland Common Council pass a resolution updating Article VII Parking, Standing, and Stopping Section 11-62 All-night parking to read:

The parking of vehicles is hereby prohibited on all highways, roadways, or municipal parking lots within the corporate limits of this City between 3:00 AM and 6:00 AM with the exception of specific signed area within the municipal parking lot designated for Residential Permit Permits. Vehicles issued a current City of Cortland Residential Parking permit may park in a signed residential parking area of a municipal parking lot at any time of the day or night.

Motioned by: Council Member Pennello

Seconded by: Council Member Lane

Approved: Ayes – 7 [Schutt, Silliman, Pennello, Lane, Carpenter, Beckwith, Michales]
Nays – 1 [Thompson]

Resolution No. 160 Renew Intermunicipal Agreement to Provide Wastewater Treatment Services to Village of Homer

RESOLVED, that the Common Council authorizes the Mayor to negotiate a new contract between the City of Cortland and Village of Homer to continue providing wastewater treatment services.

Motioned by: Council Member Silliman

Seconded by: Council Member Carpenter

Approved: Ayes – 8 [Schutt, Silliman, Pennello, Lane, Carpenter, Beckwith, Thompson, Michales]
Nays – 0

DISCUSSION ITEMS

Discussion Item No. 1 Parker School

Mayor Steve provided an update on recent meetings and discussions of the Parker School ad hoc advisory committee. He said that BOCES is a potential partner and that several developers have indicated an interest.

Discussion Item No. 2 Clinton Ave. Project Update

Mayor Steve said the City is in the process of closing Clinton Ave. project grants out. The City administration will be addressing concerns with contractors and engineers who worked on project. DPW will take steps to deal with weeds.

ADJOURNMENT

The meeting was adjourned at 8:28 p.m. on motion of Council Member Schutt.