



The City of Cortland Common Council Minutes  
Council Meeting No. 3 of 2022

**February 1, 2022**

6:00 p.m.

Cortland Waste Water Treatment Facility, 251 Port Watson Street  
and via Zoom

**Public Hearing**

A Public Hearing was opened at 6:05 p.m. regarding proposed revisions to the City Ethics Policy. No one was present to speak. The public hearing was closed at 6:06 p.m.

**Call to Order and Roll Call**

Mayor Steve called the meeting to order at 6:06 p.m., and 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 Silence/Reflection**

**Privilege of the Floor**

No one was present to speak.

**Mayor's Report**

Mayor Steve said pre-planning activity was ongoing for the Parker School project. He noted that that an outbuilding at the Water Works was torn down last week and thanked DPW Superintendent Nic Dovi for the quick and safe work.

**Ward Reports**

- Ward 1: Council Member Schutt said that several garbage concerns were called to his attention and are being resolved this week.
- Ward 2: Council Member Silliman said she had conversations with the fire chief and code officer. She encouraged residents to contact her at her home telephone number.
- Ward 3: Council Member Pennello complimented the quick cleanup of the Water Works building demolition. She said that she has received phone calls regarding zoning issues which she will be focusing on.
- Ward 4: Council Member Lane had a call from a York Street resident about a street light that had gone out. She noted the light was fixed that day. She said she sent out a monthly email to fourth ward residents at the end of January.
- Ward 5: Council Member Thompson said there had been a fire on Owego Street and that all residents made it out safely. He said the fire department's quick response saved the property. He noted that he had also helped a resident resolve a complaint.
- Ward 6: Council Member Carpenter said that the new sports bar on the corner of Main Street and Tompkins Street was a good addition to downtown. He thanked the Mayor and Corporation Counsel for their help in addressing properties not being maintained well by absentee landlords, and thanked the administration for its proactive approach.
- Ward 7: Council Member Beckwith noted that resolutions on the agenda relating to clean up of property at 43-45-47 Cleveland Street were of particular interest to seventh ward residents.
- Ward 8: Council Member Michales thanked Battalion Chief Reynolds for coordinating the fire department's distribution of 900 COVID-19 test kits. He noted flood plain issues along Kellogg Road and thanked DPW Superintendent Dovi for working through these issues. He said that as Acting Mayor, he is continuing to work with the Mayor to learn more about city issues and to bring them to the Common Council's attention.

### **Finance Report**

The Mayor said that preliminary audit reports estimate there to be approximately \$250,000 in unspent funds from 2021. He indicated that he is continuing to look for an interim director of administration and finance.

### **Approval of the Minutes**

The minutes of January 18, 2022 were approved.

Motioned by: Council Member Beckwith

Seconded by: Council Member Michales

Approved: Ayes – 8  
Nays – 0

### **Resolution No. 21 of 2022**

### **Extinguishing City Tax Liens, Interest, Penalties and Other Charges on Real Property Located at 43-45-47 Cleveland Street**

RESOLVED:

1. That in accordance with Local Law No. 6 of 2014, City Charter Article III, Section C3-9(L), the Common Council finds that good cause exists to compromise the Lien in accordance with an agreement between the City and CCIDA; and
2. The payment to the City of funds recovered after a sale of the Property, if any, is sufficient consideration to the City under the circumstances; and
3. Neither this Resolution nor the associated Agreement is intended to constitute a grant of title or gift, or otherwise provide the City with any tangible interest in the Property, other than as specifically stated above; and
4. In the event CCIDA does not acquire the Property in accordance with the terms and conditions of the Agreement then (i) the Lien shall not be extinguished, (ii) this Resolution shall be a nullity, and (iii) the City shall have all rights of enforcement of said Lien; and
5. This Resolution shall be effective once certified by the Cortland City Clerk.

AND, BE IT FURTHER RESOLVED:

1. That the Mayor, upon review and approval by the City Corporation Counsel or designee, is hereby authorized and directed to sign an agreement with the CCIDA regarding 43-45-47 Cleveland Street (Tax Parcel ID: 87.37-02-06.000); and
2. That Mayor, upon review and approval by the City Corporation Counsel or designee, is hereby authorized and directed execute any and all agreements with the CCIDA allowing the City's access to the Property and indemnifies the CCIDA for any resultant activities thereon, including remedial site cleanup efforts as may be necessary.

Motioned by: Council Member Carpenter

Seconded by: Council Member Beckwith

Discussion: The Mayor explained that the resolution released a tax lien and authorized the city to enter into an agreement with the Cortland County Industrial Development Agency (CCIDA), which along with the next agenda item would enable remedial environmental work to be done. Council Member Silliman asked whether the CCIDA would be responsible for financial aspects of any clean up. The Mayor acknowledged this to be the case. The Mayor also noted that if the CCIDA sells the property, CCIDA would be made whole first.

Approved: Ayes – 8  
Nays – 0

Agenda Item No. 2 (Authorize Agreement with the Cortland County Industrial Development Agency for Lien Release on Real Property Located at 43-45-47 Cleveland Street) was pulled from the agenda as its objectives were satisfied by the previous agenda item.

**Resolution No. 22 of 2022                      Accept Proposal to Conduct Quality Assurance Project Plan (QAPP) and Health and Safety Plan (HASP) for Real Property Located at 43-45-47 Cleveland Street**

RESOLVED, that the Common Council does hereby authorize the Mayor to enter into an agreement with C&S to complete a QAPP and HASP.

Motioned by: Council Member Pennello

Seconded by: Council Member Lane

Approved: Ayes – 8  
Nays – 0

**Resolution No. 23 of 2022 FEMA Assistance to Firefighters Grant Program SAFER Hiring Grant**

RESOLVED, that the city of Cortland Common Council authorizes the Fire Chief to apply for and, if awarded, accept a SAFER Hiring Grant for four career firefighters in the amount \$1,223,292.14, and authorizes the Mayor to sign the award if offered.

Motioned by: Council Member Thompson

Seconded by: Council Member Carpenter

Discussion: Council Member Schutt said he met with the fire department to discuss this issue. As many as eight fire fighters will be eligible to retire by the end of this grant, and that the grant could pay retired firefighters to help fill the staffing gap caused by potential retirements. Council Member Carpenter noted that there would be savings attributable to hiring through the grant. Council Member Thompson said he wanted to acknowledge that the city cannot force firefighters to retire, but that a number a=of voluntary retirements is possible. Mr. Thompson added that applying for this grant constituted good planning.

Approved: Ayes – 8  
Nays – 0

**Resolution No. 24 of 2022 FEMA Assistance to Firefighters Grant Program SAFER Recruitment and Retention Grant**

RESOLVED, that the city of Cortland Common Council authorizes the Fire Chief to apply for and, if awarded, accept a SAFER recruitment and retention grant in the amount \$536,920, and authorizes the Mayor to sign the award if offered.

Motioned by: Council Member Pennello

Seconded by: Council Member Carpenter

Approved: Ayes – 8  
Nays – 0

**Resolution No. 25 of 2022 111 Port Watson Street Lien Release**

RESOLVED, that the City of Cortland releases its lien against the Property for the Mortgage dated November 13, 2001, made by Cortland Community Services Corporation to the City of Cortland in the principal sum of One Hundred Thousand Dollars and 00/100 (\$100,000.00), recorded on November 27,

2001 in the Office of the Cortland County Clerk as Instrument No. 2001-6019, and further authorizes Mayor Scott Steve to sign a Discharge of Mortgage for the same.

Motioned by: Council Member Pennello

Seconded by: Council Member Schutt

Discussion: The Mayor explained that the county has acquired this property but the city has not yet discharged the mortgage. Council Member Lane indicated that the county intended to renovate and use the facility for county-provided mental health services. Council Member Thompson stated that it was helpful for council members and the public to understand the proposed use of the property and whether it would become taxable or no-taxable property.

Approved: Ayes – 8

Nays – 0

Agenda Item No. 7 (Adopt Ethics Policy) was tabled to the February 15, 2022 Common Council meeting by a vote of 8-0 on motion of Council Member Beckwith, seconded by Council Member Carpenter.

**Resolution No. 26 of 2022                      Authorize RFP and Contract for Independent Auditing Services**

RESOLVED, that the Common Council does hereby authorize the Mayor to issue an RFP for independent auditing services and to enter into a contract for such services.

Motioned by: Council Member Pennello

Seconded by: Council Member Thompson

Approved: Ayes – 8

Nays – 0

**Resolution No. 27 of 2022                      Authorize School Resource Officer Memorandum of Understanding with the Cortland City School District**

RESOLVED, that the Common Council does hereby affirm that the Cortland City Police Department may create part-time police officer positions and enter into the Memorandum of Understanding with the Cortland City School District, thus maintaining the School Resource position and hiring an additional full-time police officer for the Patrol Division.

Motioned by: Council Member Silliman

Seconded by: Council Member Lane

Discussion: The Mayor clarified that current School Resource Officer (SRO) Reingoudt would continue to serve the school district on a full-time basis. The memorandum of Understanding (MOU) provides for an additional part-time SRO to be hired at no cost to the city, while also adding a full-time patrol officer. Council Member carpenter said he had served in 2007 on the committee which selected Officer Reingoudt as the SRO and that it was an excellent decision. Council Member Lane said she worked at the high school for 25 years and that Officer Reingoudt made an impact on many

students who didn’t connect with other school staff. Council Member Silliman said that in her experience SROs were valuable and helped students who were struggling.

Approved: Ayes – 8  
Nays – 0

**Resolution No. 28 of 2022                      Alternate Truck Routes and Formal Signage**

RESOLVED, that the Common Council authorizes the Mayor to send a letter to the DOT Acting Regional Traffic Safety & Mobility Engineer outlining the issues above and requesting consideration to direct through traffic around the city utilizing existing infrastructure.

Motioned by: Council Member Lane

Seconded by: Council Member Beckwith

Discussion: Mayor Steve said the intent of this effort is to avoid truck traffic on Port Watson Street and Tompkins Street. Council Member Beckwith noted the impact of truck traffic through the city on the Clinton Avenue and Main Street projects. Council Member Michales said this was a step in the right direction and cited propane trucks as an example of the dangers of truck traffic through the city. Council member Lane noted that truck traffic on Tompkins Street creates a noise problem and said she hopes the letter to DOT has an impact.

Approved: Ayes – 8  
Nays – 0

**Resolution No. 29 of 2022                      Accept and Recognize Donations to Cortland Youth Bureau**

RESOLVED, that the Common Council accepts the donations listed below, and appropriates funds to the Cortland Youth Bureau operating budget accounts outlined below.

| <u>Donor</u>              | <u>Amount</u> | <u>Project/Event</u> | <u>Budget Line</u> |
|---------------------------|---------------|----------------------|--------------------|
| Cayuga Medical Associates | \$150.50      | Movie Under Stars    | A-7140.5405        |

Motioned by: Council Member Beckwith

Seconded by: Council Member Silliman

Discussion: The Mayor thanked the donor and complimented the Youth Bureau on its efforts to receive and make use of donations.

Approved: Ayes – 8  
Nays – 0

**Discussion Items**

**i. Scheduling a first public hearing for 2022 Community Development Block Grants for Feb. 15, 2022 meeting**

A public hearing was approved by a vote of 8-0 on motion of Council Member Beckwith and seconded by Council Member Carpenter.

**ii. Scheduling a second public hearing for the City’s 2019 CDBG Income Property Program for Feb. 15, 2022 meeting**

A public hearing was approved by a vote of 8-0 on motion of Council Member Pennello and seconded by Council Member Thompson.

**iii. Redistricting committee**

The Mayor said the county has met to assign a committee which will meet weekly to conduct redistricting plans based on the 2020 census and to look ahead to the 2030 census. The county would like a representative from the city of Cortland. The Mayor asked if any council members would like to serve. There being none, the Mayor said he will represent the city. The Mayor acknowledged that the city adopted a new redistricting plan in 2021, and asked that the council consider revisiting the issue after the county’s redistricting plan is finalized. He noted that there may be ways to maintain the current number of city council members while also better aligning city wards to county legislative districts.

**iv. Records Access Policy draft (FOIL)**

A public hearing was approved by a vote of 8-0 on motion of Council Member Carpenter and seconded by Council Member Beckwith.

**Adjournment**

The meeting was adjourned at 7:00 p.m. on motion of Council Member Beckwith, seconded by Council Member Carpenter, and approved by a vote of 8-0.

**I, ANDREW T. JEWETT, CITY CLERK FOR THE CITY OF CORTLAND, NEW YORK, DO HEREBY CERTIFY THAT SAID RESOLUTIONS WERE ADOPTED BY THE COMMON COUNCIL AT A REGULAR MEETING OF THE COMMON COUNCIL OF THE CITY OF CORTLAND, HELD ON THE 1<sup>ST</sup> DAY IN FEBRUARY, 2022. I FURTHER CERTIFY THE FOREGOING RESOLUTIONS WERE PRESENTED TO THE MAYOR IN THE TIME REQUIRED FOR HIS CONCURRENCE IN ADOPTION OR REJECTION BY VETO POWER.**

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**ANDREW T. JEWETT, CITY CLERK**

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**SCOTT STEVE, MAYOR**