



CITY OF CORTLAND COMMON COUNCIL MEETING

FEBRUARY 7, 2023 - 6:00 PM

MINUTES

MEETING LOCATION
CITY HALL
25 COURT STREET
CORTLAND, NY 13045

ZOOM MEETING ROOM
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

CONTACT
ANDY JEWETT, CITY CLERK
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RESOLUTIONS ADOPTED

- Resolution No. 25 Adopt Local Law No. 4 Relating to Environmental Advisory Committee Terms of Office
- Resolution No. 26 Appoint Environmental Advisory Committee Members and Reestablish Terms of Office
- Resolution No. 27 Adopt Local Law No. 5 Relating to Fire Commission Terms of Office
- Resolution No. 28 Appoint Fire Commission Members and Reestablish Terms of Office
- Resolution No. 29 Adopt Local Law No. 6 Relating to Historic Commission Terms of Office
- Resolution No. 30 Appoint Historic Commission Members and Reestablish Terms of Office
- Resolution No. 31 Adopt Local Law No. 7 Relating to Landscape Planning & Design Committee Terms of Office
- Resolution No. 32 Appoint Landscape Planning & Design Committee Members and Reestablish Terms of Office
- Resolution No. 33 Adopt Local Law No. 8 Relating to Board of Public Works Terms of Office
- Resolution No. 34 Appoint Board of Public Works Members and Reestablish Terms of Office
- Resolution No. 35 Adopt Local Law No. 9 Relating to Wastewater Treatment Board Terms of Office
- Resolution No. 36 Appoint Wastewater Treatment Board Members and Reestablish Terms of Office
- Resolution No. 37 Adopt Local Law No. 10 Relating to Youth Bureau Commission Terms of Office
- Resolution No. 38 Appoint Youth Bureau Commission Members and Reestablish Terms of Office
- Resolution No. 39 Adopt Local Law No. 11 Relating to the Title of the City's Part-Time Judge
- Resolution No. 40 Approve Special Event Permit and Sound Device Permit for the Corn Ducky Derby



**CITY OF CORTLAND
COMMON COUNCIL
MEETING MINUTES**

FEBRUARY 7, 2023

- Resolution No. 41 Authorize Agreement with Country Acres Pet Services & Animal Shelter
- Resolution No. 42 Authorize Agreement with the Cortland County Convention & Visitor's Bureau for Promotional Services
- Resolution No. 43 Authorize Agreement with C&S Companies to Conduct a Storm Water Study
- Resolution No. 44 Authorize Request for Proposals for the Development of the Former Parker School Building
- Resolution No. 45 Declare Police Vehicles as Surplus and Send to Auction



CITY OF CORTLAND COMMON COUNCIL MEETING

FEBRUARY 7, 2023 – 6:00 PM

MINUTES

PUBLIC HEARINGS

Public Hearing No. 1

Proposed Local Law No. 4 Relating to Environmental Advisory Committee Terms of Office

A public hearing was opened at 6:00 p.m. on proposed Local Law No. 4. There being no one present to speak, the public hearing was closed at 6:01 p.m.

Public Hearing No. 2

Proposed Local Law No. 5 Relating to Fire Commission Terms of Office

A public hearing was opened at 6:01 p.m. on proposed Local Law No. 5. There being no one present to speak, the public hearing was closed at 6:01 p.m.

Public Hearing No. 3

Proposed Local Law No. 6 Relating to Historic Commission Terms of Office

A public hearing was opened at 6:02 p.m. on proposed Local Law No. 6. There being no one present to speak, the public hearing was closed at 6:02 p.m.

Public Hearing No. 4

Proposed Local Law No. 7 Relating to Landscape Planning & Design Committee Terms of Office

A public hearing was opened at 6:02 p.m. on proposed Local Law No. 7. There being no one present to speak, the public hearing was closed at 6:03 p.m.

Public Hearing No. 5

Proposed Local Law No. 8 Relating to Board of Public Works Terms of Office

A public hearing was opened at 6:03 p.m. on proposed Local Law No. 8. There being no one present to speak, the public hearing was closed at 6:03 p.m.

Public Hearing No. 6

Proposed Local Law No. 9 Relating to Wastewater Treatment Terms of Office

A public hearing was opened at 6:04 p.m. on proposed Local Law No. 9. There being no one present to speak, the public hearing was closed at 6:04 p.m.

Public Hearing No. 7

Proposed Local Law No. 10 Relating to Youth Bureau Commission Terms of Office

A public hearing was opened at 6:04 p.m. on proposed Local Law No. 10. There being no one present to speak, the public hearing was closed at 6:05 p.m.

Public Hearing No. 8

Proposed Local Law No. 11 Relating to the Title of the City's Part-Time Judge

A public hearing was opened at 6:05 p.m. on proposed Local Law No. 11. There being no one present to speak, the public hearing was closed at 6:05 p.m.

CALL TO ORDER – ROLL CALL

Mayor Steve called the meeting to order at 6:06 p.m., and the City Clerk 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.

FINANCE REPORTS

The following financial reports were provided to Council members and posted publicly on the City's website:

- 2022 Budget Transfers & Encumbrances
- ARP Funding Update
- Capital/Grant Projects
- Monthly Financial Report

A motion to receive and file the reports was made by Council Member Beckwith, seconded by Council Member Carpenter and approved by a vote of 8-0.

MAYOR'S REPORT

Mayor Steve recognized Fire Chief Friedman who introduced two new firefighters, Andrew Niver and Nate Stockton. The new firefighters were hired with approval of the Council to fill positions which will become vacant in the first quarter of the year due to retirements.

The Mayor provided a summary of a recent New York Conference of Mayor's (NYCOM) conference and meetings he had with the Governor and Lt. Governor.

The Mayor advised the Council that discussions are being held on contracts for crossing guards and firefighters. The Trash and Recycling Ad Hoc Committee met recently to discuss additional communications to residents about the trash and recycling program. He also noted that the state Office of Cannabis Management has become work and that there are cannabis related issues which need to be discussed.

WARD REPORTS

- Ward 1: Council Member Schutt said he attended a meeting of the Cortland County Tavern & Restaurant Association which supports small businesses in the community.
- Ward 2: Council Member Silliman said she is grateful for the City's Department of Public Works (DPW), Fire Department and Police Department employees who worked through the recent extreme cold temperatures. She noted that February is Black History Month and acknowledged the recent death of Tyre Nichols in Memphis. She encouraged City residents to work within their sphere of influence to address inequities and effect change. Mayor Steve. Silliman conveyed concerns about 2 hour parking limits in the Groton Ave. parking lot and the effect on events held at the Elks Lodge. She also noted that a boiler broke at the Wastewater Treatment facility and thanked Superintendent Bruce Adams for his attention to making improvements.
- Ward 2: Council Member Pennello said she attended her first Board of Public Works meeting as liaison to DPW. She said there has been a significant amount of trash on Groton Ave. which the Codes Office is addressing. Mayor Steve. Pennello also noted that NYSEG is making upgrades on George St.
- Ward 4: Council Member Lane posed a question of whether the railroad tracks on Tompkins St. which are no longer used can be removed as they cause a significant amount of noise. She attended the recent swearing in of the new firefighters and a Board of Public Works meeting. Mayor Steve. Lane recognized and thanked City Hall employees Susan Whitsett, Gwen McMahon, Cheryl Doolittle, Connie Sorrells, Kathy Milliron, Giovanna Lisi and Laura Morak for the essential work they do.
- Ward 5: Council Member Thompson echoed Council Member Silliman's comments about identifying injustice. Mr. Thompson thanked DPW for tree trimming, and thanked the Mayor and Codes Office for taking care of a decades old eyesore in the ward.
- Ward 6: Council Member Carpenter said that residents are happy with the new trash and recycling totes and encouraged people to put the totes away.
- Ward 8: Council Member Michales said that some residents want to trade their large totes for the smaller size. He said he attended the new firefighters' swearing in. He received a call expressing concern about parking near the Elks Lodge, but noted that the lot will be reconfigured to provide additional parking spaces. Mr. Michales thanked DPW for filling potholes on William St.

Mayor Steve noted that Al Ricottelli, Deputy Superintendent of DPW will be leaving, thanked him and said he will be missed. The Mayor also said that Main St. construction work will begin early due to mild weather.

APPROVAL OF THE MINUTES

The minutes of the January 17, 2023 meeting were approved on motion of Council Member Silliman, seconded by Council Member Carpenter and approved by a vote of 8-0.

RESOLUTIONS

Resolution No. 25 Adopt Local Law No. 4 Relating to Environmental Advisory Committee Terms of Office

RESOLVED, the Common Council does hereby adopt a local law to amend §10-3 of the Administrative Code to stagger current three-year terms of office for the Environmental Advisory Committee, set the number of members at seven (7), and authorize reestablishment of terms; AND BE IT FURTHER

RESOLVED, that said local law shall read as follows:

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. 4 OF THE YEAR 2023**

“AMENDMENT OF CHAPTER 10 RELATING TO ENVIRONMENTAL ADVISORY COMMITTEE MEMBERSHIP”

Be it enacted by the Common Council of the City of Cortland as follows:

Section 1. Enactment and Title.

§10-2. Establishment.

The City of Cortland Environmental Advisory Committee was established by resolution of the Common Council on December 1, 2009.

§10-3. Composition; Quorum; Vacancies; Residency; Dismissal for Cause.

- A. The Committee shall consist of seven (7) regular members appointed by the Mayor, with confirmation by the Common Council. The Mayor shall serve as a Committee member ex officio. Committee members shall serve without compensation, except the Common Council may authorize compensation for expenses.
- B. The term of office of each Committee member shall be three (3) years. Terms of office shall be staggered over a three (3) year period in a manner that not less than two (2), nor more than three (3) members' terms expire in the same year. Terms shall begin the first day of January and shall end the last day of December. When a vacancy occurs during an unexpired term of office, the Mayor shall appoint a replacement member who shall serve until the completion of the unexpired term.
- C. The Common Council may, by resolution, reestablish the terms of an existing board such that the appointment of members shall be for terms so fixed that three (3) members shall be appointed for three (3) year terms, two (2) members for two (2) year terms, and two (2) members for one year terms. At the expiration of each member's reestablished term, the subsequent member shall be appointed for a full three (3) year term.
- D. The regular members of the Committee may elect one of their own as Chairperson pro tempore.
- E. A majority of regular Committee members shall constitute a quorum.
- F. Committee members shall be City residents, and every effort will be made to ensure representation by a broad cross-section of the community. Nonresidents with special expertise may serve as advisers to the Committee.
- G. Committee members may be dismissed for cause by affirmative action of the Common Council.

Section 2. Separability.

If any part of provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3. Findings.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4 Effective Date.

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Motioned by: Council Member Lane

Seconded by: Council Member Schutt

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

Nays – 0

Resolution No. 26 Appoint Environmental Advisory Committee Members and Reestablish Terms of Office

RESOLVED, that the Common Council does hereby reestablish the terms of office of Environmental Advisory Committee members in accordance with §10-3 of the City Administrative Code; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby confirm Mayor Steve’s reappointment of the following individuals to the Environmental Advisory Committee for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
Margaret Starr	12/31/2023
Donald Chu	12/31/2024
Diane S. Chu	12/31/2024
John Busch	12/31/2025
Dr. Jeremy Jimenez	12/31/2025
Steven Broyles	12/31/2025

AND BE IT FURTHER

RESOLVED, that upon the expiration of the terms designated above, subsequent appointments to the Environmental Advisory Committee shall be for full three-year terms of office as provided for in §10-3 of the Administrative Code.

Motioned by: Council Member Schutt

Seconded by: Council Member Beckwith

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

Nays – 0

Resolution No. 27 Adopt Local Law No. 5 Relating to Fire Commission Terms of Office

RESOLVED, the Common Council does hereby adopt a local law to amend § C13-3 of the City Charter to change the current three-year terms of office for the Fire Commission to staggered five-year terms and authorize reestablishment of terms; AND BE IT FURTHER

RESOLVED, that said local law shall read as follows:

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. 5 OF THE YEAR 2023
“AMENDMENT OF ARTICLE XIII RELATING TO FIRE COMMISSION TERMS OF OFFICE”**

Be it enacted by the Common Council of the City of Cortland as follows:

Section 1. Enactment and Title.

§C13-3. Fire Commission; Membership; Appointment; Term.

- A. There shall be a Fire Commission consisting of five (5) members, all of whom shall be appointed by the Mayor with confirmation by the Common Council, and shall be qualified electors of the City of Cortland.
- B. One (1) Commissioner shall receive the concurrence of the Board of Engineers of the Fire Department prior to confirmation by the Common Council, and shall be a volunteer fire fighter.
- C. One (1) Commissioner, not a City employee, shall receive concurrence of the Paid Fire Fighters Association prior to confirmation of the Common Council.
- D. The Commissioners shall serve with no compensation, except the Common Council may authorize compensation for expenses.
- E. The Fire Commission shall, at the beginning of each year, elect one of its members as Chair.
- F. The term of office of each Commissioner shall be five (5) years. Terms of office shall be staggered over a five (5) year period. Terms shall begin the first day of January and shall end the last day of December.
- G. When a vacancy occurs during an unexpired term of office, the Mayor shall appoint a replacement member who shall serve until the completion of the unexpired term.
- H. The Common Council may, by resolution, reestablish the terms of an existing board such that the appointment of members shall be for terms so fixed that one member's term shall expire at the end of the year in which such appointment is made. The remaining members' terms shall be so fixed that one member's term shall expire at the end of each year thereafter. At the expiration of each member's reestablished term, the subsequent appointment shall be for a full five (5) year term.

§C13-4. Powers and Duties of the Fire Commission.

The Fire Commission shall have the powers and duties to:

- A. Submit to the Mayor the names of at least three (3) qualified candidates, if there are three qualified candidates on the list of names reviewed and evaluated pursuant to § C4-3C for the position of Fire Chief.
- B. Assist the Fire Chief, when requested, with regard to promotions, discipline and other personnel matters.
- C. Review the estimates of revenues, proposed expenditures, and capital programs of the Fire Department, and make recommendations to the Mayor and Capital Program Committee, respectively.
- D. Review all complaints by citizens and, with the Fire Chief, devise solutions to valid problems in departmental operations.
- E. Advise the Fire Chief on the administration and operations of the Department as the Fire Chief or the Mayor may request, or as the Commission may deem necessary.

Section 2. Separability.

If any part of provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3. Findings.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4 Effective Date.

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Motioned by: Council Member Pennello

Seconded by: Council Member Carpenter

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

Resolution No. 28 Appoint Fire Commission Members and Reestablish Terms of Office

RESOLVED, that the Common Council does hereby reestablish the terms of office of Fire Commission members in accordance with §C13-3 of the City Charter; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby confirm Mayor Steve’s reappointment of the following individuals to the Fire Commission for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
Bonnie Heath	12/31/2023
Paul Quinlan	12/31/2024
Chris Hotchkiss	12/31/2025
William (Bill) Starr	12/31/2026
Dale Saddlemire	12/31/2027

AND BE IT FURTHER

RESOLVED, that upon the expiration of the terms designated above, subsequent appointments to the Fire Commission shall be for full five-year terms of office as provided for in §C13-3 of the City Charter.

Motioned by: Council Member Schutt

Seconded by: Council Member Beckwith

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

Resolution No. 29 Adopt Local Law No. 6 Relating to Historic Commission Terms of Office

RESOLVED, the Common Council does hereby adopt a local law to amend §300-51 of the City Administrative Code to stagger current three-year terms of office for the Historic Commission and authorize reestablishment of terms; AND BE IT FURTHER

RESOLVED, that said local law shall read as follows:

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. 6 OF THE YEAR 2023
“AMENDMENT OF CHAPTER 300 RELATING TO HISTORIC COMMISSION TERMS OF OFFICE”**

Be it enacted by the Common Council of the City of Cortland as follows:

Section 1. Enactment and Title.

§300-51. Establishment of Historic Commission.

- A. Establishment. The Historic Commission is hereby established as the primary administrators of this article. The Historic Commission shall consist of seven (7) members, who shall be appointed by the Mayor, subject to the approval of the Common Council. The Commission shall, at the beginning of each year, elect one of its members as chairperson. The Commissioners shall serve without compensation, except the Council may authorize compensation for expenses.
- B. Terms.
- (1) The term of office of each Commissioner shall be three (3) years. Terms of office shall be staggered over a three (3) year period in a manner that not less than two (2) nor more than three (3) members' terms expire in the same year. Terms shall begin the first day of January and shall end the last day of December.
 - (2) When a vacancy occurs during an unexpired term of office, the Mayor shall appoint a replacement member who shall serve until the completion of the unexpired term.
 - (3) The Common Council may by resolution reestablish the terms of an existing board such that the appointment of members shall be for terms so fixed that three (3) members shall be appointed for three(3) year terms, two (2) members for two (2) year terms, and two (2) members for one (1) year terms. At the expiration of each member's reestablished term, the subsequent member shall be appointed for a full three (3) year term.
- C. Membership.
- (1) The membership of the Historic Commission must fulfill the following qualifications, to the extent practicable:
 - a. One professional in the related fields of architecture, historical preservation, or urban design;
 - b. One resident and/or owner of property within the City that is either a designated historic landmark or located within a designated Historic District on the National or State Historic Registers; and
 - c. One resident with a known interest in the preservation of historical sites within the City.
 - (2) Each member of the Commission shall participate annually in a continuing education course to be approved by the Mayor upon the recommendation of the Commission.
 - (3) The Chair and Vice Chair of the Commission shall be elected each year by and from the members of the Commission.
- D. Meetings.
- (1) The Commission shall schedule regular review meetings on a monthly basis and notice all public hearings in accordance with New York State General City Law and the Codified Ordinances of the City of Cortland.
 - (2) The City Clerk or designee shall be the secretary to the Commission and shall take the minutes. The Historic Commission may hold additional meetings at the call of the Chairperson. The Chairperson may cancel any meeting.
- E. Powers and Duties. It shall be the duty of the Historic Commission to exercise aesthetic judgment and maintain the desirable character of landmarks and historic districts, prevent construction, reconstruction, alteration or demolition out of harmony with existing buildings insofar as style, materials, line and detail are concerned. The intent of such duty is to prevent degradation of property, safeguard public health, prevent fire, promote safety, and preserve local architectural character. In addition to the aforementioned powers, the Historic Commission shall have the power to:

- (1) Employ professional consultants, secretaries, clerks or other such personnel as may be necessary to assist the Commission in carrying out its duties, provided that such expenses are authorized by the Common Counsel with the approval of the Mayor or designee;
- (2) Adopt rules and regulations as necessary to carry out the duties of the Commission;
- (3) Designate identified structures or resources as landmarks and historic districts;
- (4) Adopt criteria for the identification of significant historic, architectural, and cultural landmarks and for the delineation of historic districts, subject to approval of City Council;
- (5) Conduct surveys of significant historic, architectural, and cultural landmarks and historic districts within the City;
- (6) Formulate recommendations for consideration of the Common Council concerning the preparation of maps, brochures and historical markers for selected historic and/or architectural sites and buildings;
- (7) Increase public awareness of the value of historic, cultural and architectural preservation by developing and participating in public education programs;
- (8) Advise owners of historic buildings on methods of preservation and restoration;
- (9) Cooperate with and advise the Common Council and other municipal boards and agencies in matters involving historic and/or architectural sites and buildings; and
- (10) Approve, approve with conditions, or disapprove of applications for certificates of appropriateness pursuant to this article.

Section 2. Separability.

If any part of provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3. Findings.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4 Effective Date.

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Motioned by: Council Member Schutt

Seconded by: Council Member Carpenter

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

Resolution No. 30 Appoint Historic Commission Members and Reestablish Terms of Office

RESOLVED, that the Common Council does hereby reestablish the terms of office of Historic Commission members in accordance with §300-51 of the City Administrative Code; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby confirm Mayor Steve’s reappointment of the following

individuals to the Historic Commission for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
Linda Kline	12/31/2023
Christine Barnes	12/31/2023
Karina Murphy	12/31/2024
Dan Dineen	12/31/2024
Kate O’Connell (Historian)	12/31/2025
Richard Stock	12/31/2025

AND BE IT FURTHER

RESOLVED, that upon the expiration of the terms designated above, subsequent appointments to the Historic Commission shall be for full three-year terms of office as provided for in §300-51 of the City Administrative Code.

Motioned by: Council Member Schutt

Seconded by: Council Member Michales

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

Resolution No. 31 Adopt Local Law No. 7 Relating to Landscape Planning & Design Committee Terms of Office

RESOLVED, the Common Council does hereby adopt a local law to amend §5-28.1 of the City Charter to set staggered three-year terms of office for the Landscape Planning & Design Committee and authorize reestablishment of terms; AND BE IT FURTHER

RESOLVED, that said local law shall read as follows:

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. 7 OF THE YEAR 2023**

“AMENDMENT OF CHAPTER 10 RELATING TO LANDSCAPE AND DESIGN COMMISSION TERMS OF OFFICE”

Be it enacted by the Common Council of the City of Cortland as follows:

Section 1. Enactment and Title.

§5-28.1. Members; Terms; Compensation; Chair.

- A. There shall be a Landscape and Design Commission consisting of seven (7) members who shall be appointed by the Mayor with confirmation by the Common Council. The term of office of each Commissioner shall be three (3) years. The Commissioners shall serve without compensation, except the Council may authorize compensation for expenses. The Landscape and Design Commission shall, at the beginning of each year, elect one of its members as Chairperson.
- B. Terms of office shall be staggered over a three (3) year period in a manner that not less than two (2) nor more than three (3) members’ terms shall expire in the same year. Terms shall begin the first day of January and shall end the last day of December.
- C. When a vacancy occurs during an unexpired term of office, the Mayor shall appoint a replacement member who shall serve until the completion of the unexpired term.
- D. The Common Council may by resolution reestablish the terms of an existing board such that the appointment of members shall be for terms so fixed that three (3) members shall be appointed for three (3) year terms,

two (2) members for two (2) year terms, and two (2) members for one (1) year terms. At the expiration of each member's reestablished term, the subsequent member shall be appointed for a full three (3) year term.

§5-28.2. Powers and Duties.

The Landscape and Design Commission shall have the following powers and duties:

- A. To study, investigate, counsel, develop and oversee a written plan for the care, preservation, pruning, planting and/or replanting of trees and shrubs in parks, along streets, and in other public areas, which shall be considered the Comprehensive City Tree Plan.
- B. To advise the Common Council or any other body, department, official or agency having jurisdiction with respect to any subject of the Comprehensive City Tree Plan or to any policy or procedure relating thereto, to the end that the Comprehensive City Tree Plan shall serve as a guide for public policies, procedures and actions relating to the subjects thereto.
- C. To collect information on tree species and location.
- D. To develop and maintain a list of desirable and undesirable trees for planting along streets.
- E. To study and consider the implementation of and all proposed amendments to the Tree Ordinance of the City (See Ch. 273, Trees and Shrubs.) and to submit, prior to the adoption of the Tree Ordinance or any amendment thereto by the Common Council, a definite recommendation thereon.
- F. To act on any matter on which the Landscape and Design Commission is required or authorized to act by provisions of this article or any ordinance of the City or any general law or any action of the Common Council.
- G. To educate the public and increase public awareness as to the appropriate and proper manner of planting, maintenance, pruning and care of trees and shrubs.
- H. To create and maintain an environment that preserves and enhances the public appearance, character and traditions of our neighborhoods and our City.
- I. To promote the concept of beautification to citizens, government officials, and leaders of commercial, religious and private organizations, including the recognition of efforts to enhance the appearance of our City.
- J. To fund such beautification projects from monies appropriated by the City government, donated from private and commercial sources and other fundraising projects as may be approved by the City.
- K. To develop beautification projects or activities within the City.

Section 2. Separability.

If any part of provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3. Findings.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4 Effective Date.

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Motioned by: Council Member Pennello

Seconded by: Council Member Schutt

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

Nays – 0

Resolution No. 32 Appoint Landscape Planning & Design Committee Members and Reestablish Terms of Office

RESOLVED, that the Common Council does hereby reestablish the terms of office of Landscape Planning & Design Committee members in accordance with §5-28.1 of the City Charter; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby confirm Mayor Steve’s reappointment of the following individuals to the Landscape Planning & Design Committee for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
Michael Dexter	12/31/2023
Diane Batzing	12/31/2023
Anne Doyle	12/31/2024
Paul Paradine	12/31/2024
Theresa Quail	12/31/2025
Melinda Shimizu	12/31/2025

AND BE IT FURTHER

RESOLVED, that upon the expiration of the terms designated above, subsequent appointments to the Landscape Planning & Design Committee shall be for full three-year terms of office as provided for in §5-28.1 of the City Charter.

Motioned by: Council Member Schutt

Seconded by: Council Member Beckwith

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

Nays – 0

Resolution No. 33 Adopt Local Law No. 8 Relating to Board of Public Works Terms of Office

RESOLVED, the Common Council does hereby adopt a local law to amend § C11-3 of the City Charter to set three-year staggered terms of office for the Board of Public Works and authorize reestablishment of terms; AND BE IT FURTHER

RESOLVED, that said local law shall read as follows:

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. 8 OF THE YEAR 2023
“AMENDMENT OF ARTICLE XI RELATING TO BOARD OF PUBLIC WORKS TERMS OF OFFICE”**

Be it enacted by the Common Council of the City of Cortland as follows:

Section 1. Enactment and Title.

§C11-3. Board of Public Works; Membership; Terms; Chair.

- A. The membership of the Board of Public Works shall hereafter consist of seven (7) members who shall be appointed by the Mayor with confirmation by the Common Council. The members shall serve three (3) year terms with no compensation, except the Common Council may authorize compensation for expenses. The Board of Public Works shall, at the beginning of each year, elect one of its members as Chair.
- B. Terms of office shall be staggered over a three (3) year period in a manner that not less than two (2) nor more than three (3) members' terms shall expire in the same year. Terms shall begin the first day of January and shall end the last day of December.
- C. When a vacancy occurs during an unexpired term of office, the Mayor shall appoint a replacement member who shall serve until the completion of the unexpired term.
- D. The Common Council may by resolution reestablish the terms of an existing board such that the appointment of members shall be for terms so fixed that three members shall be appointed for three (3) year terms, two (2) members for two (2) year terms, and two (2) members for one (1) year terms. At the expiration of each member's reestablished term, the subsequent member shall be appointed for a full three (3) year term.

§C11-4. Powers and Duties of the Board of Public Works.

The Board of Public Works shall:

- A. Submit to the Mayor the names of at least three (3) qualified candidates, if there are three (3) qualified candidates on the list of names reviewed and evaluated pursuant to § C4-3C for the position of Superintendent.
- B. Assist the Superintendent when requested in any personnel or disciplinary action.
- C. Review the estimates of revenues and proposed expenditures and capital program of the Department of Public Works and make recommendations to the Mayor and Capital Program Committee, respectively.
- D. Review all complaints by citizens and, with the Superintendent, devise solutions to valid problems in departmental operations.
- E. Advise the Superintendent on the administration and operations of the Department as they or the Mayor may request or as the Commission deems necessary.
- F. Adjudicate grievances presented by any user aggrieved by their water bill. The Board shall have power to affirm or modify the water charge, must state its reasons for its decisions in writing, and shall order that a refund be paid to the grievant if its decision involves modification of the water bill.
- G. Review and resolve, if possible, any operational problems within the Department, and any complaints by citizens, with the assistance of the Director of Administration and Finance.
- H. Counsel the Department on the administration and operations of the Department as the Mayor or the Director of Administration and Finance may request, or as the Board deems necessary.
- I. Review the information provided by the Director of Administration and Finance relating to personnel matters, and make recommendations for the resolution of problems relating to such matters.
- J. Review the proposed Water Department annual budget and proposed water usage rates as presented by the Mayor and the Common Council, and advise the Common Council on any recommended amendments to the proposed budget or water rates.

Section 2. Separability.

If any part of provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3. Findings.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4 Effective Date.

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Motioned by: Council Member Pennello

Seconded by: Council Member Lane

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

Resolution No. 34 Appoint Board of Public Works Members and Reestablish Terms of Office

RESOLVED, that the Common Council does hereby reestablish the terms of office of Board of Public Works members in accordance with §C11-3 of the City Charter; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby confirm Mayor Steve’s reappointment of the following individuals to the Board of Public Works for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
Keith VanGorder	12/31/2023
Patrick O’Mara	12/31/2023
William (Bill) Stark	12/31/2024
Mike Urtz	12/31/2024
William (Mike) Doughty	12/31/2025
Mary Lou Bordwell	12/31/2025

AND BE IT FURTHER

RESOLVED, that upon the expiration of the terms designated above, subsequent appointments to the Board of Public Works shall be for full three-year terms of office as provided for in §C11-3 of the City Charter.

Motioned by: Council Member Thompson

Seconded by: Council Member Michales

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

Resolution No. 35 Adopt Local Law No. 9 Relating to Wastewater Treatment Board Terms of Office

RESOLVED, the Common Council does hereby adopt a local law to amend § C17-3 of the City Charter to change terms of office for the Wastewater Treatment Board from three years to staggered five-year terms and authorize

reestablishment of terms; AND BE IT FURTHER

RESOLVED, that said local law shall read as follows:

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. 9 OF THE YEAR 2023**

“AMENDMENT OF ARTICLE XVII RELATING TO WASTEWATER TREATMENT BOARD TERMS OF OFFICE”

Be it enacted by the Common Council of the City of Cortland as follows:

Section 1. Enactment and Title.

§C17-3. Wastewater Treatment Board; Membership; Appointment; Term.

- A. There shall be a Wastewater Treatment Board consisting of five (5) members appointed by the Mayor with confirmation by the Common Council. Board members shall be qualified electors of the City of Cortland. The Wastewater Treatment Board shall, at the beginning of each year, elect one of its members as chairperson. Board members shall serve without compensation, except the Council may authorize compensation for expenses.
- B. The term of office of each Board member shall be five (5) years. Terms of office shall be staggered over a five (5) year period. Terms shall begin the first day of January and shall end the last day of December.
- C. When a vacancy occurs during an unexpired term of office, the Mayor shall appoint a replacement member who shall serve until the completion of the unexpired term.
- D. The Common Council may by resolution reestablish the terms of an existing board such that the appointment of members shall be for terms so fixed that one member's term shall expire at the end of the year in which such appointment is made. The remaining members' terms shall be so fixed that one (1) member's term shall expire at the end of each year thereafter. At the expiration of each member's reestablished term, the subsequent member shall be appointed for a full five (5) year term.

§C17-4. Ex Officio Members of Wastewater Treatment Board.

In addition to the membership provided for in § C17-3, the Wastewater Treatment Board shall consist of one (1) ex officio member from each municipality as shall have intermunicipal wastewater treatment agreements with the City of Cortland. Selection procedures and length of terms shall be determined by each municipality who has such agreement with the City. These ex officio members may participate in all discussions concerning the Department of Wastewater Treatment, but they shall not vote in any matters before the Wastewater Treatment Board, and their presence or absence shall not be a factor in determining the existence of a quorum.

§C17-5. Powers and Duties of Wastewater Treatment Board.

The Wastewater Treatment Board shall have the powers and duties to:

- A. Submit to the Mayor the names of at least three (3) qualified candidates, if there are three (3) qualified candidates on the list of names reviewed and evaluated pursuant to § C4-3C for the position of Superintendent of Wastewater.
- B. Be advised of all appointments of subordinate personnel made by the Superintendent of Wastewater and review, at their request or as the Board may deem necessary, disciplinary matters.
- C. Review the estimates of revenues and proposed expenditures and capital program of the Department and make recommendations to the Mayor and Capital Program Committee, respectively.

- D. Adjudicate grievances presented by any user aggrieved by their sewer charge. The Board shall have the power to affirm or modify the sewer charge, must state its reasons for its decisions in writing and shall order that a refund be paid to the grievant if its decision involves modification of the sewer charge.
- E. Review all complaints by citizens and, with the Superintendent of Wastewater, devise solutions to valid problems in Department operations.
- F. Counsel the Superintendent of Wastewater on the administration and operations of the Department as they or the Mayor may request or as the Board deems necessary.

Section 2. Separability.

If any part of provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3. Findings.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4 Effective Date.

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Motioned by: Council Member Schutt

Seconded by: Council Member Carpenter

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

Resolution No. 36 Appoint Wastewater Treatment Board Members and Reestablish Terms of Office

RESOLVED, that the Common Council does hereby reestablish the terms of office of Wastewater Treatment Board members in accordance with §C17-3 of the City Charter; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby confirm Mayor Steve’s reappointment of the following individuals to the Wastewater Treatment Board for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
John Troy	12/31/2023
William Starr	12/31/2024
Steven Broyles	12/31/2025
Diann Potter	12/31/2026
Carrie Kane	12/31/2027

AND BE IT FURTHER

RESOLVED, that upon the expiration of the terms designated above, subsequent appointments to the Wastewater Treatment Board shall be for full five-year terms of office as provided for in §C17-3 of the City Charter.

- D. Review all complaints by citizens and, with the Director, devise solutions to valid problems in departmental operations.
- E. Advise the Director on the administration and operations of the Department as they or the Mayor may request, or as the Commission may deem necessary.

Section 2. Separability.

If any part of provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3. Findings.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4 Effective Date.

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Motioned by: Council Member Lane

Seconded by: Council Member Thompson

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

Resolution No. 38 Appoint Youth Bureau Commission Members and Reestablish Terms of Office

RESOLVED, that the Common Council does hereby reestablish the terms of office of Youth Bureau Commission members in accordance with §C14-3 of the City Charter; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby confirm Mayor Steve’s reappointment of the following individuals to the Youth Bureau Commission for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
Kristina Gambitta	12/31/2023
Allison Veintimilla	12/31/2023
Christella Yonta	12/31/2023
ReBecca Smith	12/31/2024
Laurie Hogan	12/31/2024

AND BE IT FURTHER

RESOLVED, that the Common Council does hereby confirm Mayor Steve’s appointment of the following individuals to the Youth Bureau Commission for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
Janice Meyers	12/31/2024
Susan Jewett, PA-C	12/31/2025
Andrew Pierce	12/31/2025

AND BE IT FURTHER

RESOLVED, that upon the expiration of the terms designated above, subsequent appointments to the Youth Bureau Commission shall be for full five-year terms of office as provided for in §C14-3 of the City Charter.

Motioned by: Council Member Beckwith

Seconded by: Council Member Carpenter

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

Resolution No. 39 Adopt Local Law No. 11 Relating to the Title of the City’s Part-Time Judge

RESOLVED, the Common Council does hereby adopt a local law to amend §C5-3 of the City Charter to change the title of the part-time position of “Acting City Judge” to “Part-time City Court Judge” of the City of Cortland;
AND BE IT FURTHER

RESOLVED, that said local law shall read as follows:

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. 11 OF THE YEAR 2023
“AMENDMENT OF ARTICLE V RELATING TO THE MAYOR’S APPOINTMENT OF A
PART-TIME CITY COURT JUDGE”**

Be it enacted by the Common Council of the City of Cortland as follows:

Section 1. Enactment and Title.

§C5-3.

- A. There shall be a Part-Time Judge of the City Court appointed by the Mayor with the approval of the Common Council, who shall be a resident elector of the City, and who shall meet the requirements for Judge of a City Court pursuant to New York State law.
- B. The term for which the Part-Time Judge of the City Court is appointed shall be specified and defined pursuant to New York State law.

Section 2. Separability.

If any part of provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Cortland hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3. Findings.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4 Effective Date.

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Motioned by: Council Member Schutt

Seconded by: Council Member Carpenter

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

Resolution No. 40 Approve Special Event Permit and Sound Device Permit for the Corn Ducky Derby

RESOLVED, that the Common Council does hereby approve a Special Event Permit and a Sound Device Permit without fee for the Corn Ducky Derby to be held in Suggett Park on May 6, 2023 from 10:00 a.m. to 2:00 p.m., 2023.

Motioned by: Council Member Schutt

Seconded by: Council Member Lane

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

Resolution No. 41 Authorize Agreement with Country Acres Pet Services & Animal Shelter

RESOLVED, that the Common Council does hereby affirm the authority of Mayor Steve to enter into an agreement for a period ending February 28, 2023 with Country Acres Pet Services and Country Acres Animal Shelter for sheltering services for impounded dogs in consideration of \$200.00 per dog, and for other services for an administrative fee of \$500.00 per contract month; AND BE IT FURTHER

RESOLVED, that the Common Council authorizes Mayor Steve to extend said agreement for any necessary period of time until December 31, 2023.

Motioned by: Council Member Schutt

Seconded by: Council Member Pennello

Discussion: Mayor Steve noted that he signed the agreement in order to comply with state law and had hoped to work out a mutually suitable agreement with the SPCA. Council Member Schutt said that after review of the SPCA's board of directors' membership and the agency's practices and organization, he believes entering into an agreement with Country Acres to be in the best interests of the City and its residents and animals. Council Member Silliman asked about the agreement fees. Mayor Steve responded that the agreement with Country Acres is \$50 less per dog and that the monthly fee in January amounted to \$700.00. These costs continued over a year period will amount to substantially less than the annual cost of \$200,000.00 requested by the SPCA.

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

Resolution No. 42 Authorize Agreement with the Cortland County Convention & Visitor's Bureau for Promotional Services

RESOLVED, that the Common Council does hereby authorize Mayor Steve to execute an agreement with the Cortland County Convention & Visitor's Bureau for promotional services in lieu of the Cortland County Convention & Visitor's Bureau retaining a ten percent (10%) administrative fee to be applied to City funds administered.

Motioned by: Council Member Schutt

Seconded by: Council Member Silliman

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

Resolution No. 43 Authorize Agreement with C&S Companies to Conduct a Storm Water Study

RESOLVED, that the Common Council does hereby authorize Mayor Steve to sign an agreement with C&S Companies tp conduct a storm water study for Hickory Park, Kellogg Road and Forrest Avenue in the amount of \$9,950.00 to be expended from A5110-5415 (Professional Services).

Motioned by: Council Member Carpenter

Seconded by: Council Member Pennello

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

Resolution No. 44 Authorize Request for Proposals for the Development of the Former Parker School Building

RESOLVED, that the Common Council does hereby accept the recommendation of the Parker School ad hoc advisory committee and authorizes Mayor Steve to issue a Request for Proposals (RFP) from persons or entities interested in taking ownership of the building; AND BE IT FURTHER

RESOLVED, that such RFP should include, at a minimum, length of guaranteed ownership, resume and past projects of the proposed owners, proposed reuse of the building, potential business or residential tenants, screening process for business or residential tenants, estimated project cost of investment, potential job creation, and proposed purchase price; AND BE IT FURTHER

RESOLVED, that proposals submitted in response to the RFP shall be reviewed by the Parker School ad hoc advisory committee for the purpose of making further recommendations to Mayor Steve and Common Council.

Motioned by: Council Member Pennello

Seconded by: Council Member Lane

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

Resolution No. 45 Declare Police Vehicles as Surplus and Send to Auction

WHEREAS, the Cortland City Police Department maintains a fleet of vehicles used exclusively for law enforcement purposes; AND

WHEREAS, these vehicles are typically used far more extensively than non-police vehicles, in that some are often driven on a 24/7 schedule and under non-typical driving conditions, while others have been in service for several years; AND

WHEREAS, the Cortland City Police Department routinely seeks to cycle in newer vehicles to replace those that are of no further service to the agency; AND

WHEREAS, the Cortland City Police Department has the six (6) vehicles they wish to declare as surplus; AND

WHEREAS, the Cortland City Police Department believes these vehicles have served their usefulness to the agency and be declared as surplus; AND

WHEREAS, the Cortland City Police Department would like to auction the above noted vehicles on Auctions International and have any proceeds placed back in the department budget for new equipment; NOW, THEREFORE, BE IT

RESOLVED, that the Common Council hereby declares the listed vehicles utilized by the Cortland City Police Department as surplus and grants permission for the agency to sell the vehicles on Auction International, with any proceeds from the sale being placed in the Cortland City Police Department 2023 budget account A3120-520600 (Operating Equipment) to be used for the purchase of new police vehicles and/or equipment.

<u>Vehicle</u>	<u>Miles</u>	<u>Unit</u>
2013 Chevrolet Impala	53,300 miles	Detective Bureau
2012 Chevrolet Mailbu	66,100 miles	Detective Bureau
2007 Ford F250 Econo Van	22,100 miles	TRU Van
2015 Chevrolet Tahoe	111,700 miles	Patrol Division
2017 Chevrolet Equinox	74,800 miles	Chief
2017 Chevrolet Equinox	93,800 miles	Detective Bureau

Motioned by: Council Member Schutt

Seconded by: Council Member Carpenter

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

DISCUSSION ITEMS

Discussion Item No. 1 Director of Administration & Finance Search Update

Milestones leading to screening of candidates have been achieved. Additional milestones leading to hiring of a City Administrator are:

- Qualify candidates, assess qualifications, background reviews In progress
- Conduct virtual interviews with top candidates March 2
- Interview final candidates on site March 16 - 23
- Final review, recommendations to Mayor, negotiations March 24-31
- Council resolution to confirm hiring April 4

Discussion Item No. 2 Property Tax Revaluation

Mayor Steve said that the city assessor had completed approximately 70% of the revaluation before becoming ill and, therefore, revaluation will be completed next year.

Discussion Item No. 3 Ongoing Efforts to Help the City’s Homeless and Those in Need of Mental Health Services

Mayor Steve provided the Council a copy of a letter he sent to the Tompkins County Department of Social Services requesting they stop transporting and housing homeless individuals from Tompkins County in motels and hotels in Cortland. The individuals Tompkins County has sent to Cortland includes a Level II Sex Offender and people charged with violent crimes. Tompkins County’s practice is having impact on the resources of

Cortland's hospital, Police Department, emergency medical services and other agencies. The Mayor said that the City wants to help people in need but that he does not want the City to be another county's dumping ground for people in need. The Mayor said that the issues of homelessness and mental health are global crisis's which need collaborative action at the federal, state and local levels, and that the City of Cortland and County of Cortland's agencies are working together to help those locally. Council Member Thompson said he applauds the Mayor for addressing the issue.

ADJOURNMENT

The meeting was adjourned at 7:17 p.m. on motion of Council Member Carpenter and approved 8-0.