



CCTVS (County, City, Towns, Villages, Schools)

Cortland, NY 13045

<http://www.cortland-co.org>

Advisory Board

~ Agenda ~

Eric Mulvihill

Tuesday, April 11, 2017

7:00 PM

Room 304

I. Call to Order

Attendee Name	Present	Absent	Late	Arrived
Co-Chair Sandra Price	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Co-Chair Charles Sudbrink	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

II. Minutes Approval

1. Tuesday, September 13, 2016
2. Tuesday, October 11, 2016
3. Tuesday, March 28, 2017

III. Welcome

1. **Discussion Item (ID # 4452)**
7-7:30 PM Fran Pizzola - Access to Independence to Discuss the Americans with Disabilities Act
2. **Discussion Item (ID # 4453)**
7:30 – 8:00 – Dan Dineen Review of the Cortland County Planning Department

IV. Roundtable Discussion

V. Adjourn



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Advisory Board

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Eric Mulvihill

Tuesday, September 13, 2016

7:00 PM

Main Conference Room

I. Welcome & Introductions

Attendee Name	Title	Status	Arrived
Sandra Price	Co-Chair	Present	
Charles Sudbrink	Co-Chair	Excused	
Eric Mulvihill	Clerk	Present	
Mack Cook	Cortland City Administrator	Present	
Andrew Fuller	Town of Scott	Present	
Fred Forbes	Town of Homer	Present	
Garry VanGorder	Director Industrial Development Agency	Present	
Peggy Mousaw	Budget and Finance Director	Present	
Adam McGivern	City of Cortland	Present	

Discussion Item (ID # 3857)

Overview of 2017 County Budget-Peggy Mousaw

COMMENTS - Current Meeting:

Ms. Mousaw provided an overview of the 2017 budget development process. She said so far the Departments have submitted their requests. She said the retirement rates have been revised to reflect an anticipated savings in retirement costs. Initially the budget requests brought the budget 7.3% over the property tax cap. She has made some reductions and now the Budget committee will begin its work to refine the requests. Ms. Mousaw said among the options this budget season are cutting services, eliminating employees, and raising fees. She said there is a Medicaid reserve that can be used to offset expenses, but this is a one time revenue source. Ms. Mousaw said there has been a good deal of discussion regarding a new jail, she is currently budgeting for the existing facility as there is no consensus at this point on moving forward on construction of a new jail. She said in the Solid Waste budget recycling expenses are up substantially.

Ms. Mousaw said one of the Counties biggest issues is debt. 92% of the constitutional tax limit has been exhausted much of the county borrowing has occurred over the last 10-15 years. Paying down the County radio project has helped with the debt schedule.

Mr. Fuller asked about the OMIG charges for Mental Health. Ms. Mousaw said the charges date back to 2009, an audit and the related fines are based on revised rules and regulations. Cortland County has joined with other counties to fight the fines, there is an appeal process but the County must make payments during the appeal process. Ms. Mousaw said the Federal and State governments are holding counties to different financial standards and regulations than they adhere to. Ms. Price said the County is fighting the State findings and so far the state has agreed to reduce the fine but she said she is not optimistic the fine will be overturned.

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Ms. Mousaw discussed the County's financial obligations to TC3.

Mr. Forbes asked how much the County Insurance is going up and what the charge to employees will be. Ms. Mousaw said the County budgets a 2% increase in the self insurance fund. Mr. Forbes also asked about employee raises in 2017. The group discussed employee retiree insurance costs.

Mr. Cook said when you overlap taxing districts Cortland County is the 6th highest taxed area in the nation. He said local taxing authorities must be conscious about holding the line on or reducing the property tax burden to make the area more attractive for investment. Mr. Cook suggested an alternative to raising taxes is reaching out for more grants to offset the costs of public works projects. Mr. Megivern said many people are leaving the area for communities with lower taxes, he said this area is tough to be competitive in due to the tax burden.

Mr. Vangorder asked if there is any interest by the Legislature in exceeding the property tax cap. Ms. Price said the Legislature does not support exceeding the property tax cap, but is also realistic about having to exceed the cap in the future.

Ms. Mousaw discussed the decline in sales tax collections. Mr. Fuller discussed the State take-over of Medicaid expenses. Ms. Mousaw reviewed the increased costs related to indigent defense.

RESULT: COMPLETED

II. Municipal Feedback

Discussion Item (ID # 3858)

Economic Opportunities and Effect on Property Taxes-Garry VanGorder

COMMENTS - Current Meeting:

Mr. Vangorder said there is a need to identify projects and have resources available to support those projects before seeking grants. When the grants are awarded the County and municipalities need to be ready to move forward with these projects. Mr. Vangorder reviewed a recent audit of the IDA by the New York State Comptroller's office. The audit reviewed PILOT's and other tax incentive used to attract business to Cortland County. The report found the Cortland County IDA manages those incentives well and the incentives have worked to bring business to the County. Mr. Vangorder said many are opposed to tax incentives for business, currently the 11 PILOTS that have been issued generate more taxes than if the PILOTS had not been issued. Mr. Vangorder discussed efforts to rescue industrial properties and encourage redevelopment. He said the County faces a substantial challenge recruiting business because of New York's over-taxed over-regulated environment. He said the County has lost a lot of skilled labor that followed the exodus of jobs in the 1980's and 1990's. Mr. Vangorder said since that time manufacturing has become more automated and requires a higher skill set. He said capital investment does not match employment levels. Ms. Mousaw asked if nanoscience and drone companies are an option for Cortland County. Mr. Vangorder said young engineers don't want to live here, he said there needs to be more done to develop quality housing and to develop a more diverse community that attracts young professionals.

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The group discussed options to partner on development. Mr. Vangorder discussed tourism projects and the proposed multi-use sports complex that is being developed in the town of Cortlandville and the economic impact it could help generate.

RESULT: COMPLETED

III. Municipal Feedback

IV. Adjourn

V. Next Meeting Oct.11th 7PM

Minutes Acceptance: Minutes of Sep 13, 2016 7:00 PM (Minutes Approval)



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Advisory Board

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Eric Mulvihill

Tuesday, October 11, 2016

7:00 PM

Main Conference Room

I. Call to Order/Introductions

Attendee Name	Title	Status	Arrived
Sandra Price	Co-Chair	Present	
Charles Sudbrink	Co-Chair	Present	
Eric Mulvihill	Clerk	Present	
Gordon Wheelock	Legislative District 10	Present	
Brian Tobin	Mayor, Cortland	Present	
Bill McGovern	Mayor, Marathon	Present	
James Morse	Dep. County Highway Superintendent	Present	
Nick Dovi	Dep. Superintendent Streets and Parks, Cortland	Present	
Andy Fuller	Town Councilman, Scott	Present	
Fred Forbes	Supervisor, Town of Homer	Present	

II. Minutes Approval

- Tuesday, June 14, 2016

III. Discussion Items

- Discussion Item (ID # 3922)**

Review of Weights and Measures-Mr. Wes Foley Will Provide an Overview of the Services and Duties of the Weights and Measures Division

COMMENTS - Current Meeting:

Mr. Wes Foley Director of Weights and Measures provided an overview of his department and discussed the history of measurements and the daily responsibilities of his department. His responsibilities include testing the accuracy of commercial scales, agriculture scales, fuel dispensers or any other commercial measurement devices in order to verify accuracy and protect consumer.

Mr. Foley discussed his preparation for Uber car service in the event that it comes to Cortland Count. He discussed his work and investigations to identify high tech scams like credit card skimmers. Currently his office is involved in a state investigation with cement companies and stated quantities. He discussed previous investigations into the stated quantities of bagged mulch.

Mr. McGovern asked what happens if commercial scales are out of compliance. Mr. Foley said the scale is locked out and in some severe cases fines are issued. Mr. McGovern inquired about standards used to certify scales. Mr. Foley explained the national standards and proving process. Mr. McGovern asked who covers cost of testing samples. Mr. Foley said the New York State Department

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of Agriculture and Markets covers the costs. He said his department does generate a small amount of revenue for the County.

Mr. Forbes inquired about weight loss or shrinkage that occurs with some dry products such as mulch or grains, he said the vendor has to account for that loss in the stated product weights. Mr. Forbes asked if there are allowances in the testing protocols that accounts for those weight losses. Mr. Sudbrink discussed the losses associated with other materials such as ice. Mr. Foley said he has been reviewing complaints associated with sales of bagged ice.

Mr. Foley discussed previous efforts to work with gold buyers to verify that consumers are not being cheated. He said ultimately it comes down to the consumers being educated on the value of precious metals.

Mr. McGovern asked about the staffing levels in the Department of Weights and Measures. Mr. Foley replied he is a one person department. He said he does work with municipalities to help them spot inaccuracies in and self report. Mr. Foley discussed his investigation into plastic garbage bags and found shortages of materials and deficient quality.

Mr. Foley reviewed the process used to determine fines. He said the New York State Department of Agriculture and Markets sets the maximum fine and the local committee reviews the fine based on Mr. Foley's recommendations.

RESULT: COMPLETED

2. Discussion Item (ID # 3923)

County Highway Shared Services-Cortland County Highway Superintendent Phil Krey Will Provide an Overview of Current Inter-Municipal Shared Highway Activities. City, Town, Village Leaders Are Urged to Bring Ideas for Further Collaboration

COMMENTS - Current Meeting:

Deputy County Highway Superintendent James Morse discussed current shared service agreements between the County and the various municipalities. Mr. Morse said currently there are two formal contracts for shared services. The County has an agreement with the New York State Department of Transportation for snow and ice removal on 110 miles of State highway. In addition the county has agreements with some towns for plowing as well.

Mr. Morse said inter municipal agreements on highway projects are mostly informal arrangements. He said other counties have greater shared service agreements and Cortland County should consider pursuing additional agreements. Mr. Morse said there is some shared fuel purchasing among the various municipalities. Mr. Sudbrink said he felt the handshake agreements were working well on the local level larger agreements require more expensive equipment. The group discussed concerns regarding the New York State Department of Transportation shared services contract.

Mr. Forbes shared his personal experience with shared services agreements on his farm, by tracking hours he feels it has worked well.

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Mr. McGovern said many times the municipalities don't realize they are involved in shared services that are directly mutually beneficial. Mr. Sudbrink said there is a reluctance to scrutinize these agreements because it can create liability or other issues of inequity. Mr. McGovern discussed the possibility of increasing the sharing of engineering services with the County. Mr. Morse said that would depend on the nature and scope of the project that is being engineered.

Mr. Forbes discussed his frustration with overlapping municipal services, particularly snow removal. Mr. McGovern discussed a similar frustration in the Marathon area.

The meeting adjourned at 7:59 PM

RESULT: COMPLETED

Minutes Acceptance: Minutes of Oct 11, 2016 7:00 PM (Minutes Approval)



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Eric Mulvihill

Tuesday, March 28, 2017

7:00 PM

Main Conference Room

I. Call to Order

Attendee Name	Title	Status
Sandra Price	Co-Chair	Present
Charles Sudbrink	Co-Chair	Present
Kevin Fitch	Town of Scott	Present
William McGovern	Village of Marathon	Present
John Bennett	City of Cortland	Present
Nick Graziano	Cortland Standard	Present
Mack Cook	City of Cortland	Present
Mike Catalano	City Police Department	Present
Mark Helms	Sheriff	Present
Budd Rigg	Undersheriff	Present
Nick Lynch	Cortland County Jail	Present
Nancy Corbin	Cuyler	Present
LouAnne Randall	Cuyler	Present
Gordon Wheelock	Legislative District 10	Present
Luann King	Cincinnatus	Present
Donnell Boyden	Legislative District 8	Present
Harold White	Marathon	Present
Connie White	Marathon	Present
Adam Megivern	City of Cortland	Present
Russell Smith	Cuyler	Present
Andrew Fuller	Scott	Present
Brian Tobin	City of Cortland	Present
Joseph Steinhoff	Legislative District 12	Present
Karen Fuller	Deputy Clerk	Present

II. Minutes Approval

Ms. Price noted the minutes were attached to provide the opportunity for review and will be acted on at the next meeting.

Tuesday, September 13, 2016

Tuesday, October 11, 2016

III. Welcome and Self-Introduction

Ms. Price welcomed all attendees and asked that all introduce themselves.

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IV. Roundtable Discussion

Discussion Item (ID # 4343)

Discussion of the Cortland County Jail

COMMENTS - Current Meeting:

Ms. Price said she would like to use the meeting to provide an opportunity for municipal officials to ask questions and provide their thoughts regarding the proposed jail project. She noted that any questions there may be would be answered by those present and, in the event it is not possible to do so immediately, the County would provide a response as soon as possible. At this time she opened the floor for discussion:

- Kevin Fitch, Town of Scott Supervisor - Supervisor Fitch said this topic has been discussed often at Town Board meetings, particularly with members that are involved with construction. A concern brought up was trying to maintain a building that is so old. Mr. Fitch believes that if looking at square footage it would be better to build the full complex as a Public Safety Building. He asked what the budget line for maintenance of the Sheriff's office and the Jail is. It was noted there is approximately \$200,000 set aside for everyday repair. Mr. Fitch said people look at \$48 million as a large amount, however, when looking at other local projects Dryden's school project is \$42 million. He does not think the cost of the building is too much but that the cost to maintain two buildings if it isn't built as a complex is concerning. Mr. Sudbrink said he believes that rather than shift departments into different areas the current jail and Sheriff's offices should be put back on the tax rolls. Mr. Fitch said if other areas are being rented it would make sense to do. Mr. Sudbrink said if the Social Services department went into the other buildings the County Office Building would lose funding for security.
- Brian Tobin, City of Cortland Mayor - Mayor Tobin reiterated his statement contained in an e-mail that the City will not take a position on the jail as it is up to the County to decide what to do. He spoke of a desire to collaborate in other ways with the County in other areas, noting it is a strong recommendation from the State to do so whenever possible.
- Russell Smith, Town of Cuyler Councilman - Councilman Smith expressed concern with the \$48 million estimate for the jail. He said there are a lot of other expenses and ways for the County to spend funds and it needs to determine how to proceed. Mr. Smith spoke of it appearing that the County is designing before answering the question of how to pay. Mr. Steinhoff said the County had to complete some things and that the only portion funded is the design phase which includes siting, drawings, and final plan bid specifications; at this time there is no final plan. Upon hearing the estimated cost the Committee started looking at ways to cut the cost and have been discussing how to pay for it. It can happen by raising property taxes, sales tax, and other means to obtain revenue. He said eliminating board-outs would return funds to the budget and if built large enough there is also the potential for revenue from boarding for others. Mr. Steinhoff said the County is looking at different ways to cover the cost of the jail. If the County does nothing it is possible that the State Department of Corrections would pull all variances and permission to utilize areas of the jail for inmates that would increase board out costs tremendously, or could close the jail requiring all inmates to be boarded out. Mr. Steinhoff also noted that the \$1.9 million for the design phase has already been budgeted and paid for. Mr. Smith then asked where the Committee is on design, noting he's heard both building new and modifying the existing building and does not understand why you would want drawings if it is not known if the project will be proceeding forward. Ms. Price said at the last Committee meeting the potential option of modifying the existing jail was brought up; she affirmed the \$1.9 million was only for the Design Phase.

- William McGovern, Village of Marathon Mayor - Mayor McGovern said initial discussions estimated the jail cost to be \$38 million, now it is at \$48 million, and he anticipates a final cost could potentially be \$58 million. He is concerned of how to pay for it with everyone having budget difficulties. He inquired about current board out costs, hearing it is \$400,000 annually. Undersheriff Riggs said there is \$400,000 budgeted in 2016 for board outs and that the actual cost was over \$300,000. Mayor McGovern said elimination of board out costs would help to pay down debt service, however, there would be additional expenses for the facility. He noted that although the County is looking at a jail and it is a great deal of money he heard that they are having to rebuild Rikers Island, a much more expansive jail. He does not believe Cortland County is the only one trying to determine how to fund the mandated jails and asked what steps are being taken. Mr. Steinhoff said there is no commitment yet to reduce the number of beds since there is a need for more clear estimates. Although some would like the total complex as initially designed there needs to be consideration of building what can to pay it off quicker and add on in the future. Mayor McGovern said his statements are not complaints as he recognizes all budgets are stressed.
- Connie White, Marathon resident - Ms. White seconded Mayor McGovern's statements. She noted it is not easy to live in upstate New York and is concerned regarding the sales tax. She recalled her father saying he worked hard to get what he had and now has to work hard to keep it. She would like to be able to maintain her lifestyle but is concerned with the cost of the jail.
- Harold White, Marathon resident - Mr. White said he is sure Cortland County is not the only County with this dilemma and asked if the Legislature is working with other counties to put pressure on the State to assist with the mandated burdens. He noted that two State jails in the area closed and wondered if there is any way to utilize unused areas in state facilities. He noted that there would be a cost associated with transporting inmates to court from outside the area if the jail is built at the proposed location. In addition, there may be problems for visitors compared to having the jail in the city. Mr. Boyden said the County is meeting with Tompkins County Legislators and they have expressed an interest in shared services but not in the potential of a shared jail. In addition, there have been discussions with Senator Seward who has said he would help to the best of his ability. Mr. Boyden is making arrangements to meet with the Department of Corrections as well. He said there is a lot of concern regarding the price, however, at some point a new jail will need to be built. The County is looking at bonding. Mayor Tobin said he has spoken to the Sheriff about the possibility of consolidating investigation units.
- John Bennett, City of Cortland Alderman - Alderman Bennett said the City and County both seek appropriate shared services. He agreed with the Mayor that it is not for the City to take a position on the jail and that the Mayor and others are very open to seek shared and/or consolidated services, particularly with the Governor offering incentives.
- Nancy Corbin - Town of Cuyler Councilperson - Councilperson Corbin expressed concern at the proposed location for the Public Safety Complex, noting Cuyler is at the far end of the County. Mr. Steinhoff said as now the Sheriff would have his officers distributed throughout the County on patrol, however, there are times when large events occur that require multiple officers there could be a brief delay. Mr. Sudbrink said he had expressed concerns regarding coverage in Cincinnatus and had spoken to the fire department about a potential satellite office; he would like to see more presence in the eastern portion of the County.
- Kevin Fitch - Supervisor Fitch spoke of a 2007 Cortland Standard article that stated the study showed the jail should have 140 beds and asked what number is being considered. Mr. Sudbrink said the current proposal is for 148-160 beds. Although the media has been writing articles indicating there would not be a need to increase the number of beds in jails it is not the case for Cortland County at this time. Supervisor Fitch asked if there was an estimate for 20 years out. Undersheriff Rigg said the projections for 20-30 years out are included in the report available on the website. He said if the need for housing exceeds the current proposal another pod could be

built to provide 48 additional beds. He said that there are some Legislators that would like to build it larger to provide revenue; when looking at the design it was taken into consideration that the current jail can house 110 but due to housing regulations often it does not allow all to remain on location. There is a recommendation to allow 20 percent flexibility in housing for classification needs, which is why the 148-160 was a good starting point.

- Sandy Price - Legislator/Co-Chair CCTVS - Ms. Price said the general consensus is that the Legislature knows what it needs but is trying to find out how to build it without breaking the taxpayer. Mr. Fitch spoke of the County having paid off funds for the communication project in order to save interest. It was noted \$324,000 was used to pay off the Motorola bill but that the bonding debt service will continue until 2022.
- Kevin Fitch - Supervisor Fitch spoke of sales tax revenue, noting that it is close to the time for discussions on a new agreement. He stressed how important it is to municipalities to have the revenue. He noted obligations made regarding the communication systems. Mr. Steinhoff noted there is no obligation to share sales tax with municipalities; what is being considered to cover the cost of a jail is to increase sales tax .5% and raising property taxes. At the end of the year the County will already be looking at a deficit when going into 2018. Mr. Steinhoff has received calls from the municipalities he represents and said he does not want to see the project reduced but it is difficult. It was noted to add an additional pod would be \$7.8 million. Mr. Fitch said the 2007 study to use the parking lot for the jail looked at a potential cost of \$30 million. If it were possible to relieve some debt in areas like the landfill; he noted discussions have occurred regarding ash for trash, ash for cover, and flow control, but when it comes to a vote nobody is approving it. Mr. Steinhoff said the ash for trash was one way to help the landfill be more profitable and it was thought the jail could be paid for through savings at the landfill and recycling, which would be \$800,000-\$900,000. Mr. Fitch noted that the workers compensation now has municipalities paying \$300,000 for its administration. He suggested the county to look at all departments for things that are not required that could potentially pay for those that are. Mr. Sudbrink said the majority of the Board is trying to do the right thing but feel more comfortable about raising taxes than voting on a controversial topic. Mr. Steinhoff noted people come to meetings when against an item and rarely for support.
- Mr. Smith - Mr. Smith appreciated Mr. Sudbrink's comments and that all are concerned about taxes. He cannot see taxes continue to go up and up. Mr. Steinhoff said the County's proposal for .5% sales tax would come to \$.50 per \$100 and is a more fair tax than from property taxes. Mr. Smith said his concern is property tax.
- Andrew Fuller, Town of Scott Councilperson - Mr. Fuller said the County needs to bring in more factories and businesses to help support the community.
- Gordon Wheelock, County Legislator - Mr. Wheelock said that there are currently three staff members regularly working on maintenance of the current jail. He believed the estimated maintenance costs provided by Sheriff Helms and Undersheriff Rigg were accurate and stressed that the Buildings and Grounds hired two new staff members and there are a total of three who are having to perform jail maintenance at least three days a week. He said he is favor of the jail but only if it is built with the extra pod, which would increase the cost to \$50 million. There are ways to pay for it without raising taxes significantly. The way to help pay is to board inmates, particularly since Cortland is centrally located. He has spoken to Federal Marshalls who have indicated they would be able to board in individuals for less than thirty days at a time, which provides income and other counties could utilize the jail as well for board outs. He has spoken to Mr. Parker about building on top of the current site. This could be done, however, would require boarding out everyone at a large cost to the county for two years. In addition, it would require approximately twenty more staff to be able to adequately oversee inmates at the state regulatory level due to the manner it would be built. If it is not built without the additional pod he will not support building the jail. Mr. Sudbrink asked if that meant he would vote no if it was designed for 200 beds; Mr. Wheelock said without the additional pod he would vote no.

- Mr. White - Mr. White said Delaware County has built a new jail and suggested visiting it to determine what is positive and/or negative with the design. Ms. Price said there are also plans to visit the Chenango County jail.
 - Ms. King - Ms. King said her constituents voted for a person to work on their behalf and expressed appreciation for this. She recognizes the County is not mandated to share sales tax revenue and she is grateful that it does. She said the towns and communities all work towards the sales tax. She recognizes a jail is needed and it is a difficult task the County faces and said all will “buck up” and face the hard choices.
- Ms. White - Ms. White invited everyone to attend the Marathon Maple Festival this coming weekend. Ms. White expressed concern on being concerned when hearing about a meeting between the Treasurer, Budget and Finance Officer, and others that said the County is \$38 million in debt and already \$4 million behind for the 2018 budget. She believes this information should be shared with the County residents.
- Mr. Sudbrink - Mr. Sudbrink reiterated that he believes things are being done backwards. The City and Tompkins County are willing to discuss shared services or consolidation; if working with Tompkins County the site on Route 13 is good, if working with the City then the current site is better. He said the County doesn’t know anything yet; until we know of potential partners are it cannot be done. He said the industry in the County cannot be status quo. Ms. Price said it would mean not providing all the services it does now.
- Mr. Steinhoff - Mr. Steinhoff wanted to clarify that he is in favor of sharing sales tax with the municipalities and his previous comment was to only state what the law states. He also noted some other municipalities retain 75% of the sales tax.

Next meeting - Items to be considered

- Emergency Planning
- Grant Opportunities
- CNY Regional Planning Board Presentations
- Discussion of Disability Access in Public Buildings (ADA)

(Mr. Tobin has met with Frances Pizzola regarding this and will be obtaining additional information following the state budget of what can be done.)

RESULT:	COMPLETED
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V. Adjournment

On motion the meeting adjourned at 8:00 p.m.