

**CORTLANDVILLE TOWN BOARD
AGENDA
January 16, 2019 - 5:00 P.M.**

Pledge Allegiance to the Flag

A. CALL THE MEETING TO ORDER

B. APPROVE MINUTES

B-1 Town Board Minutes of January 2, 2019

C. PURCHASE ORDERS

D. AUTHORIZATION TO PAY THE BILLS

E. PRIVILEGE OF THE FLOOR

F. REPORTS

F-1 Receive & file the Cortland County SPCA Monthly Report of November & December 2018

F-2 Receive & file the Town Clerk's Monthly Report of December 2018

F-3 Receive & file the Town Justice Monthly Report of December 2018 submitted by Judge Casullo & Judge LeFevre

F-4 Receive & file the following Annual Review of all Town of Cortlandville Department Records & Documents for the year 2018:

a.) Town Clerk & Tax Collector audited by Town Board Member Doug Withey on January 7, 2019

b.) Town Justice audited by Town Board Member Randy Ross on January 11, 2019

c.) Town Highway, Water & Sewer audited by Town Board Member John Proud on January 14, 2019

d.) Town Supervisor audited by Town Board Member Ted Testa on January 15, 2019

F-5 Accept Annual Report of the Town Clerk for 2018

F-6 Receive & file the Supervisor's Monthly Report of December 2018

G. COMMUNICATIONS

G-1 Receive & file the correspondence dated January 11, 2019 & January 15, 2019 from Charter Communications regarding programming

H. OLD BUSINESS

I. NEW BUSINESS

- I-1 Town Clerk
- I-2 Town Attorney
- I-3 CDBG #287HR326-16 Town-wide Housing Rehabilitation Grant Program: and/or CDBG #287SB902-18, Royal Nissan of Cortland:
 - a.) Authorize the Supervisor to sign the Annual Performance Reports of CDBG #287HR236-16 Town-wide Housing Rehabilitation Grant Program (Final Report), & CDBG #287SB902-18 Royal Nissan of Cortland
 - b.) Authorization to pay Voucher #2, receive January 11, 2019 from Thoma Development Consultants, for administrative services provided, in the amount of \$4,901.89 for CDBG #287HR236-16
 - c.) Authorize to pay **Program Income** Voucher #1, received January 15, 2019 from Thoma Development Consultants, in the amount of \$48,859.46 for CDBG #287SB902-18 Royal Nissan of Cortland
- I-4 Receive, file & discuss correspondence dated December 27, 2018 from the Cortland County Sheriff's Office regarding a tour the County Jail
- I-5 Authorization for the Supervisor to sign the extra work order #1 – 2019 Post-Closure Monitoring for South Hill Dump Site dated January 4, 2019 from CHA, & receive & file the South Hill Dump Report dated January 2019
- I-6 Receive & file the 2018 Upstate Revitalization Initiation (URI) Grant application for Gutches Lumber Sports Complex, phase 2, dated October 3, 2018, received January 11, 2019
- I-7 Refer the following Aquifer Protection Permit applications (Solar Projects) to the Town & County Planning Boards for their review & recommendations, also request that town Planning Board be Lead Agency:
 - a.) Route 13 Solar
 - b.) Lime Hollow Solar
 - c.) Cortland-Virgil Road Solar
 - d.) McLean Solar 2
 - e.) East River Road Solar

- I-8 Receive & file the correspondence dated January 7, 2019 from NYS Unified Court System regarding the Town Court Audit of 2018
- I-9 Authorize the Supervisor to balance the 2018 Budget
- I-10 Set Fee Schedule for Gutchess Lumber Sports Complex use of fields
- I-11 Authorize the Highway Superintendent to purchase a new International Truck with plow package. This is in Highway budget for 2019
- I-12 Accept, with regret, the resignation of Ted Testa as Deputy Supervisor effective January 16, 2019
- I-13 Appoint Town Board Member John Proud as Deputy Supervisor, effective January 16, 2019
- I-14 Resolution to go out to bid for the installation of 350' of 24" ductile iron piping to increase chlorine contact time at the Terrace Road Well, bids will be opened at 10:00 a.m. on February 1, 2019, and accepted bid will be awarded at the Town Board meeting on February 6, 2019, at 5:00 p.m.

J. ADJOURN

F-1

Town of Cortlandville-Including Village of McGraw
Monthly Report • Nov Dec 2018

Dogs Impounded	5
Citizen	1
CCSD	1
SPCA	3
OS	0

Dispositions	5
Redeemed	4
Adopted	1
Euthanized	
DOA	
Still at Shelter	
Transferred	

Complaints This Month	19
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YTD: 144

- Dog Control:
 - Dog at Large 7
 - Unlicensed 1
 - Unvaccinated
 - Bite Case 1
 - Harass/Barking/Loud 1
 - Police Assist to hold dog after accident 1
- Animal Cruelty:
 - Dog/Cat Abandonment 1
 - Dog/Cat Abuse
 - Dog/Cat Neglect 3
 - Dog/Cat Sick or Injured 3
 - Loose Farm Animal 1
 - Animal Neglect
 - Inappropriate Shelter
- Dispositions:
 - Compliance Order 2
 - No Violation 1
 - Completed 5
 - Unable to Locate 3
 - Animal Picked Up 7
 - Returned to Owner
 - Pending Investigation 1
 - Charges/Arrest

Tickets Issued:		
Ticket #	App Date	Offense
166	12/19/2018	DAL
167	12/19/2018	DAL

Tickets Issued:	2	Tickets Issued YTD:	18
Dogs Impounded this month:	5	Dogs Impounded YTD:	26
Cats Impounded this month:	7	Cats Impounded YTD:	58
Citizen Assist:	2	Citizen Assist YTD:	6

G-1



January 11, 2019

Dear Municipal Official:

Charter Communications, locally known as Spectrum, is happy to report that we have reached an agreement with Tribune Broadcasting to provide WGN America and multiple local ABC, CBS, FOX and CW, and digital multicast channel affiliate stations to our customers. We are pleased to have reached a fair agreement and appreciate your support and patience.

If you have any questions about the above matter, please feel free to contact me at 585-340-8188 or via email at lauren.kelly@charter.com.

Sincerely,

A handwritten signature in black ink that reads "Lauren E. Kelly". The signature is written in a cursive, flowing style.

Lauren E. Kelly
Director, Government Affairs – Finger Lakes
Charter Communications

G-1



January 15, 2019

Dear Municipal Official:

Charter Communications, locally known as Spectrum, is making its customers aware that **effective on or after February 15, 2019**, the following changes will occur on the channel lineup serving your community.

The **Spectrum TV Silver** package will no longer include Cinemax and its related channels. Cinemax and its related channels will be available for subscription as an a la carte service only. The monthly a la carte subscription rate will be reduced from \$15.00 to \$9.99.

The **Spectrum TV Gold** package will no longer include Cinemax, EPIX or their related channels. These services will be available for subscription as a la carte services only. The monthly a la carte subscription rates for Cinemax, EPIX and their related channels will each be reduced from \$15.00 to the following rates: Cinemax - \$9.99, EPIX - \$5.99.

Pricing for monthly a la carte TMC subscription service will be reduced from \$15.00 to \$9.99.

If customers would like to subscribe to any of these a la carte services which are now available outside of a package, they can visit www.spectrum.com/getchannels. To view a current Spectrum channel lineup visit www.spectrum.com/channels. To view a current Spectrum rate card visit www.spectrum.com/ratecard. For questions call 1-855-70-Spectrum. Customers may downgrade or disconnect service without charge within 30 days of receipt of this notice.

If you have any questions or concerns please feel free to contact me at 585-340-8188 or via email at lauren.kelly@charter.com.

Sincerely,

A handwritten signature in black ink that reads "Lauren E. Kelly". The signature is written in a cursive style with a large, stylized initial "L".

Lauren E. Kelly
Director, Government Affairs – Finger Lakes
Charter Communications

RECEIVED JAN 03 2019

Mark E. Helms
Sheriff

Budd W. Rigg
Undersheriff

Joyce L. Smith
Confidential Secretary

County of Cortland
Office of the
SHERIFF

Public Safety Building * 54 Greenbush Street
Cortland, New York 13045
Phone: (607) 758-5599 Fax: (607) 753-6649



EMERGENCY
DIAL 911

December 27, 2018

Town of Cortlandville
Richard Tupper, Town Supervisor
3577 Terrace Road
Cortland, NY 13045

Dear Supervisor:

In an attempt to better inform the public of Cortland County regarding the current jail issues, I would like to invite you and the members of the Cortlandville Town Board to come and take a tour of the Cortland County Jail. In order to make the tours as accommodating as possible, I would ask that you contact me in advance to schedule an appointment for the tour. Unfortunately the tours will be restricted to town board members only. If you or any of your town board members are not interested in a tour, but would like me to join one of your town board meetings to answer any questions or concerns you may have regarding the jail, I would be more than happy to attend. I look forward to seeing you in the future. If you have any questions or would like to schedule a tour, please contact me by phone at (607)753-5399, or by email at mhelms@cortland-co.org.

Sincerely,

Sheriff Mark E. Helms
Cortland County Sheriff's Office

RECEIVED JAN 11 2019

1-8

State of New York
Unified Court System



25 Beaver Street
New York, N.Y. 10004
(212) 428-2100

Lawrence K. Marks
Chief Administrative Judge

January 7, 2019

Supervisor Richard Tupper
Town of Cortlandville
3577 Terrace Road
Cortland, NY 13045

Dear Supervisor Tupper:

Section 2019-a of the Uniform Justice Court Act requires that town and village justices annually provide their court records and dockets to their respective town and village auditing boards, and that such records then be examined, and that fact be entered into the minutes of the board's proceedings.

The Unified Court System's *Action Plan for the Justice Courts* includes initiatives to improve accountability and controls over Justice Court finances and records. Among the initiatives is increased monitoring of town and village board compliance with Section 2019-a.

Accordingly, I am requesting that you provide a copy of the audit of your local court's records for fiscal year ending December 31, 2018 and a copy of your board resolution acknowledging that the required examination was conducted. Please email the report and the resolution to jcasazza@nycourts.gov or mail to Joan Casazza, Internal Control Liaison, NYS Office of Court Administration, 2500 Pond View, Suite LL01, Castleton-on-Hudson, NY 12033. Please respond by March 1, 2019.

If you have any questions, please contact Joan Casazza at (518) 238-4303 or at the email listed above. Thank you for your cooperation.

Very truly yours,

A handwritten signature in black ink, appearing to read "Lawrence K. Marks". The signature is written in a cursive style with a large, looping initial "L".

/smw

c: George Danyluk, CIA
Joan Casazza, CIA

RECEIVED JAN 15 2018

1-10

Gutchess Lumber Sports Complex – Rates

Revised 8-19-18

Proposed 8-2-18

CRSC - \$50/hour/field

Cap of \$250/day/field*

Energy Charge - \$50.00/hour/field

No spectator fee

Supervision - \$15.00/hour if not CRSC employee

*Discussion on rates for multiple year bids (ie: NYSPHSAA or NYSWYSA)

Local/County organizations - \$75/hour/field

Multiple day/weekend commitments - \$50/hour/field

Energy Charge - \$50/hour/field

Supervision - \$15.00/hour

Outside organizations, not using CRSC - \$150/hour/field

Multiple day/weekend commitments - \$125/hour/field

Energy Charge - \$50/hour/field

Supervision - \$15.00/hour