



**AGENDA**  
**CAYUGA COUNTY LEGISLATURE**  
**Tuesday, May 25, 2021, 6:00PM (VIRTUAL ONLY)**  
**Live Link:** [https://youtu.be/IVHC9Fe\\_Eew](https://youtu.be/IVHC9Fe_Eew)

**CALL TO ORDER:** Hon. Aileen McNabb-Coleman, Chair

**ROLL CALL:** Sheila Smith, Clerk of the Legislature

**PLEDGE OF ALLEGIANCE:**

**MOMENT OF PRAYER:**

**DEATHS:** Our sincere condolences to the families and friends of:

**PUBLIC HEARING:** 6:00PM

- To adopt Local Law No. \_\_\_\_\_ of 2021, A Local Law amending Local Law's 2 of 2018, 1 of 2015, 1 of 2012, 1 of 2009, 5 of 2007 and 3 of 1994, to continue the room tax for three years

**PROCLAMATIONS:**

- National Travel and Tourism Week, May 2 through May 8, 2021
- Emergency Medical Services Week, May 16 through May 22, 2021
- Cayuga County Salutes Owen Searing, Eagle Scout, June 12, 2021
- Senior Citizen's Month in Cayuga County – May 2021
- Senior Nutrition Program Volunteers Day – May 25, 2021
- Maestro Mr. Michael A. Miller Day in Cayuga County – June 9, 2021

**ANNOUNCEMENT OF AWARDS: Senior Citizens of the Year 2021**

- Al Evener – Legislator Tim Lattimore, District 13
- Claude Stoker – Legislator Mark Strong, District 9
- Edwin Hawkins – Legislator Tucker Whitman, District 1
- Nancy Klaben – Legislator Ryan Foley, District 15
- Jon Hutchings – Legislator Mark Strong, District 9

**PRESENTATIONS:**

- Tompkins County Clerk Maureen Reynolds, re: Tompkins County digital
- Drescher & Malecki LLP, re: County Audit

**PRIVILEGE OF THE FLOOR:**

**MINUTES TO APPROVE:** April 27, 2021

**APPOINTMENTS AND RE-APPOINTMENTS:**

**Water & Sewer**

David Schenck, 1185 Great Gully Rd, Union Springs, NY 13160-3146, Term – 5/25/21 to 12/31/21, new appt

**Fire Advisory Board**

Daniel Baldwin, 3331 Baldwin Road, Cato NY, 13033, Term - 1/1/21 to 12/31/21, reappointment

Mark Strong, 2497 Rockefeller Rd., Moravia, NY 13118, Term – 1/1/21 to 12/31/21, reappointment

Steven Orchard, PO Box 116, Cayuga, NY, 13034, Term - 1/1/21 to 12/31/21, reappointment

Denise Cornelius, 60 N. Lewis St, Auburn, NY 13021, Term – 1/1/21 to 12/31/21, reappointment

Larry Dygert, 10484 Jordan Road, PO Box 279, Jordan NY, 13080, Term - 1/1/21 to 12/31/21, reappointment

Pat Merical, 1642 Route 38A, Skaneateles NY, 13152, Term -1/1/21 to 12/31/21, reappointment

Mark Fritz, 10 Button Street, Auburn NY, 13021, Term - 1/1/21 to 12/31/21, reappointment

David James, 2687 Bell Street, PO Box 749, Weedsport NY, 13166, Term - 1/1/21 to 12/31/21, reappointment

Jeff Dygert, 34 Madison Ave., Auburn, NY 13021, Term- 1/1/21 to 12/31/21, reappointment

Douglas LaFave, 1179 Genoa Locke Townline Road, Locke NY, 13092, Term - 1/1/21 to 12/31/21, reappointment

Dale Currier, 3877 Co Rte 57, Oswego, NY 13126, Term – 1/1/21 to 12/31/21, new appointment

Gretchen Haynes, 7803 Weedsport Sennett Rd, Auburn, NY 13021, Term – 1/1/21 to 12/31/21, reappointment

**COMMUNICATIONS AND ANNOUNCEMENTS:** None

**CCC REPORT:** Dr. Durant

**COMMITTEE REPORTS & INDIVIDUAL LEGISLATORS' REPORTS:**

**CHAIRMAN'S REPORT:** Aileen McNabb-Coleman

**CAYUGA COUNTY LEGISLATURE  
RESOLUTIONS 5-25-21**

**WAYS & MEANS:**

5-21-WM-1 Authorize the County Treasurer to pay mortgage tax

**HEALTH & HUMAN SERVICES:**

5-21-HH-1 Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) through the HDC5 program of the Consolidated Appropriations Act

5-21-HH-2 Authorizing the Public Health Director and the Chairman of the Legislature to enter into a lease agreement with ABC Cayuga to house the WIC office/clinic from May 1, 2021 through September 30, 2022

5-21-HH-3 Authorizing the Chairman of the Legislature and the Director of Community Services to Renew the Contract with Huntington Family Center, Inc.

**GOVERNMENT OPERATIONS:**

5-21-GO-1 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign contracts for Poll Worker Grants for the Board of Elections.

5-21-GO-2 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign contracts for SHOEBOX Grant for the Board of Elections.

5-21-GO-3 Authorizes Cayuga County Veterans Services to fill a Part-Time Veteran Services Assistant.

5-21-GO-4 Fixing Day and Notice of Public Hearing on a Local Law Establishing the Cayuga county Ethics Code and Board of Ethics for the County of Cayuga.

5-21-GO-5 Appointing Lindsey Wilkinson as Interim Director of the Veterans Service Agency

**PLANNING:**

5-21-PL-1 Authorizing the execution of documents to establish two summer LWRP Internships through SUNY ESF Landscape Architecture Program, Via the SUNY ESF Office of Research Programs and allocating a total of \$6,000.00 out of two Planning Department LWRP Grant Accounts to fund the seasonal intern stipends

5-21-PL-2 Fixing Day and Notice of Public Hearing on a Local Law Authorizing 12 and 13 year old licensed hunters to hunt with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter pursuant to Environmental Conservation Law Section 11-0935

5-21-PL-3 Adopting Local Law No. \_\_\_ for the year 2021, a local Law amending Local Law No. 2 for 2018, amending Local Law No. 1 for 2015, amending Local Law No.1, for 2012, amending Local Law No. 1 for 2009, amending Local Law No. 5 of 2007 and amending Local Law No. 3 of 1994, to continue the room tax for three years.

**PUBLIC WORKS:**

5-21-PW-1 Authorizing the purchase of a pickup truck with plow for Buildings and Grounds use (2/3 Required)

5-21-PW-2 Fixing day and notice of public hearing pursuant to NY Gen. Mun. Law § 6-d to make appropriations from the Buildings Repair Reserve

5-21-PW-3 Authorizing the Parks & Trails Department to hire a full time Assistant Park Maintenance Supervisor

5-21-PW-4 Authorizing the alteration of Emerson Park parking fees for 2021

5-21-PW-5 Authorizing the purchase of a pickup truck with plow for Parks and Buildings and grounds use (2/3 Required)

5-21-PW-6 Authorization to fill Working Foreperson position in the Highway Department

5-21-PW-7 Authorization to fill Motor Equipment Operator Medium position in the County Highway Department due to the Resignation of a former employee

- 5-21-PW-8 Authorization to accept additional NYS DOT funds & authorize 2021 paving and chipping list #3
- 5-21-PW-9 Authorization for the Highway Department to purchase Highway equipment
- 5-21-PW-10 Authorizing the Creation of a Temporary Leave Bank for a Cayuga County Highway Employee

**JUDICIAL & PUBLIC SAFETY:**

- 5-21-JP-1 Authorization to create and fill the position of 911 Database Analyst in the Cayuga County E-911 Center
- 5-21-JP-2 **(PULLED @ Judicial)** Authorization to fill one vacant Supervising Emergency Services Dispatcher position and unfund a Dispatching Emergency Services Dispatcher due to a promotion.
- 5-21-JP-3 Authorization for the Chair of the Cayuga County Legislature to sign a contract with Motorola for necessary microwave upgrades associated with the new emergency communications system.
- 5-21-JP-4 Authorizing District Attorney to accept a \$242,109 Discovery Reform Grant from the New York State Division of Criminal Justice Services and amending the various budget lines
- 5-21-JP-5 Resolution Authorizing the Cayuga County Sheriff and the Cayuga Community College Office of Public Safety to enter a Memorandum of Understanding for use of the Cayuga County Sheriff's Weapons Range.
- 5-21-JP-6 Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to sign a Memorandum of Agreement (MOA) with the Cayuga County Deputy Sheriff's Police Association (DSPA) authorizing two Administrative Lieutenants to separate from the bargaining unit and form their own.
- 5-21-JP-7 Authorizing the Sheriff's Office to accept funding through the 2020 Operation Stonegarden Grant from the Division of Homeland Security and Emergency Services and amend the 2021 Sheriff's Grants Budget to accept the 2020 funding.
- 5-21-JP-8 Authorizing the Sheriff's Office to accept funding through the 2019 Operation Stonegarden Grant from the Division of Homeland Security and Emergency Services and amend the 2021 Sheriff's Grants Budget to accept the 2019 funding

**LEGISLATURE:**

- 5-21-LEG-1 Fixing Day and Notice of Public Hearing on a Local Law establishing the Office of the Cayuga County Finance Director

**EXECUTIVE SESSION: Re: Discuss Litigation**

**And any other business that may come before the Board**

**ADJOURNMENT:** Tuesday, June 22, 2021 at 6:00PM

**If you have a disability and need accommodations, please call the Clerk of the Legislature's office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.**

RESOLUTION NO. \_\_\_\_\_ 5-25-21

COA LL Fix Est Office of Dir Finance

**Fixing Day and Notice of Public Hearing on a Local Law establishing the Office of the Cayuga County Finance Director**

BY: Cayuga County Legislature

**WHEREAS**, the Cayuga County Legislature recognizes that municipal accounting and finance is and continues to become increasingly complex; and

**WHEREAS**, disparate accounting offices in various departments serves to increase training costs, prevent personnel from acting as backup for one another, and creating redundancies that come at significant expense to the county; and

**WHEREAS**, it is the Cayuga County Legislature’s intent to create better value for the taxpayers by consolidating the oversight of the County’s financial affairs with the efficiencies that will follow;

**WHEREAS**, the Cayuga County Legislature finds that it is in the public interest to create and establish the Office of the Director of Finance; and

**WHEREAS**, there has been duly presented and introduced at a meeting of this County Legislature held on May 25, 2021, a proposed local law entitled:

**“A LOCAL LAW ESTABLISHING THE OFFICE OF THE CAYUGA COUNTY FINANCE DIRECTOR”**

;now, therefore be it

**RESOLVED**, that a public hearing shall be held concerning the proposed local law before the Cayuga County Legislature on Tuesday, June 22, 2021, at 6:00 P.M., at the Chambers of the Cayuga County Legislature, County Office Building, 160 Genesee Street, Auburn, New York, and online at <https://youtu.be/8-ogZrv7M5A>, with the public directed to call 315-294-8051 to comment; and be it further

**RESOLVED**, that the Clerk of the Cayuga County Legislature is hereby directed to give due legal notice of said public hearing as provided by statute.

\_\_\_\_\_  
Aileen McNabb-Coleman (District 6) Paul Pinckney (District 5)

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Elane Daly (District 11)

\_\_\_\_\_  
Tucker Whitman (District 1) Keith Batman (District 7)

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Tricia Kerr (District 12)

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Andrew Dennison (District 2) Hans Pecher (District 8)

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Timothy Lattimore (District 13)

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Benjamin Vitale (District 3) Mark D. Strong (District 9)

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Michael Didio (District 14)

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Christopher Petrus (District 4) Heidi Nightengale (District 10)

\_\_\_\_\_  
Ryan Foley (District 15)

Co. Atty. \_\_\_\_\_

**LOCAL LAW NO.: \_\_\_\_\_ OF 2021**

**A LOCAL LAW ESTABLISHING THE OFFICE OF THE CAYUGA COUNTY  
FINANCE DIRECTOR**

BE IT ENACTED by the County Legislature of Cayuga County, State of New York as follows:

**SECTION 1: LEGISLATIVE FINDINGS AND INTENT:**

Cayuga County is authorized by County Law § 400(4)(a) and the Municipal Home Rule Law § 10(1) to create and establish appointive positions, define their powers and duties, and fix their terms of office, so long as it is not inconsistent with the New York State Constitution or general law. Accordingly, the Cayuga County Legislature hereby finds as follows:

- A. § 550 of the New York State County Law sets forth the duties, obligations, and authority of the County Treasurer.
- B. The New York statutory framework for charge of public funds is becoming increasingly inadequate in the context of present-day complexities of municipal accounting and finance.
- C. The Legislature finds that it is in the public interest to establish the Office of the Cayuga County Director of Finance to oversee and direct the financial affairs of Cayuga County to the extent that the same does not impinge upon the statutory duties, obligations, and authority of the Cayuga County Treasurer.

**SECTION 2: OFFICE OF THE DIRECTOR OF FINANCE**

- A. There is hereby established the Office of the Cayuga County Director of Finance, who shall be responsible for the fiscal affairs of the County and will provide checks and balances on powers and duties retained by the Treasurer; financial analysis and support to the County Administrator and/or the County Legislature, in the planning, creating, implementing, and monitoring of the long-term financial programs, in consultation with the County Treasurer, for the purpose of formulating policy and establishing procedures with Department Heads and senior level staff.
- B. The Director of Finance shall be in the non-competitive class and appointed by the Legislature for a term of three (3) years. In the event that a vacancy occurs prior to the completion of a term of office, the appointment shall be for the remainder of such term.
- C. Qualifications for appointment shall be as set forth in § 3 of the N.Y. Public Officers Law, as well as those established by the Cayuga County Legislature, as the same may be amended from time to time.
- D. The Director of Finance shall have the authority to appoint such deputy directors, who shall serve without bond and at the pleasure of the Director of Finance, and such assistants and employees as may be authorized by the Legislature and shall have the power to remove the same.
- E. The compensation for the Director of Finance shall be set by the Cayuga County Legislature by resolution.
- F. The Director of Finance shall be subject to removal or sanction by the Cayuga County Legislature pursuant to N.Y. Civil Service Law § 75.

- G. All delegation of powers, duties and responsibilities to the Director of Finance shall be subject to Civil Service laws, rules and regulations and such other laws as may be applicable.
- H. Such powers, duties, and responsibilities, by way of illustration and not limitation, may include:
1. Responsible for the separate accounts for each County office and department and maintains the funds of the County as prescribed by law and in accordance with the directives of the Legislature.
  2. Responsible for maintaining the general ledger serving as a central record and control on a number of individual accounts.
  3. Prepares financial reports required by State laws and local rules detailing claims and expenditures.
  4. Prepares monthly financial reports of balances of the appropriation accounts for all departments.
  5. Supervises the maintenance of a large variety of accounts associated with a variety of tax receipts, tax sales, budgets, bails, trust accounts.
  6. Oversees payrolls of officers and employees paid from County funds, or delegates and authorizes an officer or employee of the department, to certify the correctness of payrolls in accordance with the provisions of Civil Service laws.
  7. Manages the recording and investment of cash.
  8. Administers and accounts for court and trust funds.
  9. Administers the County sales tax program, ensuring that all sales tax collected are remitted to and received by the County.
  10. Administers the County Debt Management Program and Policies including the assurance of bonds and notes as approved by the Legislature.
  11. Supervises the keeping of account ledgers by subordinates.
  12. Prepares complex financial and statistical reports.
  13. Supervises the reconciliation of bank balances periodically.
  14. Oversees audits the cash and fiscal records of all county departments and implements fiscal efficiencies in all of the County operations and enterprises.
  15. Oversees records of all bonded indebtedness and other loans and coordinates the sale of all bonds pursuant to the provisions of the Local Finance Law.
  16. Supervises the operations of department personnel and trains new personnel.
  17. Monitors and analyzes capital projects, including cash flow.
  18. Advises the County legislature and/or County Administrator with regard to capital project borrowings, timelines, length and amounts of borrowing and in-house utilization of cash and fund balance.

19. May provide any other related cash flow analysis and/or reports as needed by the County Administrator and/or County Legislature.
20. Coordinates with the Treasurer for the deposit and investment of county funds.
21. Provides fiscal support to Department Heads as needed.

SECTION 3: NO DIVESTITURE OF POWER.

- A. Nothing contained in this Local Law shall operate or be construed to divest the Legislature of Cayuga County of any of its functions, powers, or duties.
- B. Nothing contained in this Local Law shall operate or be construed to divest the Cayuga County Treasurer of any his/her functions, powers, or duties.

SECTION 4: REPEALER.

In the event of a conflict or inconsistency between this Local Law and any previous Local Law or Resolution of the Cayuga County Legislature, the terms of this Local Law shall govern.

SECTION 5: SAVINGS CLAUSE. It is the intent of the Legislature that in the event that any clause, sentence, paragraph, section or part of this Local Law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree or order shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the controversy in which such judgment, decree or order shall have been rendered and that the remainder of this Local Law shall not be affected thereby and shall remain in full force and effect.

SECTION 6: EFFECTIVE DATE. This Local Law shall take effect upon filing with the New York State Secretary of State.