

Cortland Standard Printing Co.

PO Box 5548

Cortland, NY 13045

Statement

Invoice #	Run Dates	Total Amount	Invoice Sent Count	Notice Text	First Name	Last Name
346ce7cb	May 10, 2021	74.38	3	ESTOPPEL NOTICE The Bond Resolutions, a summary of which is published herewith, have been adopted on the 16th day of May, 2021.	Laura	Morak
16d6b2db	May 18, 2021	6.91	4	Legal Notice There will be Public Hearings before the Mayor and the Common Council on Tuesday, May 18, 2021 via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
a7917af1	May 20, 2021	37.39	3	Legal NoticeCity of Cortland Planning Commission meeting agendaThere will be a Meeting/ Public Hearing of the City of Cortland Planning Commission on Monday, May 24, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
6706e806	June 09, 2021	36.12	2	Legal NoticeZBA agendaThere will be a regular meeting/Public Hearing of the Zoning Board of Appeals for the City of Cortland on Monday, June 14, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
664bb940	June 14, 2021	29.76	3	There will be Public Hearings before the Mayor and the Common Council on Tuesday, June 15, 2021 via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
794ffe5f	June 21, 2021	37.83	2	NOTICE OF PUBLIC HEARINGREPLACEMENT OF THE WATER MAIN BENEATH CLINTON AVENUEThe City of Cortland Comm	Devon	Rainbow
dad1dc44	June 23, 2021	43.19	3	There will be a Regular meeting/Public Hearing of the City of Cortland Planning Commission on Monday June 28, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
116067b8	July 07, 2021	36.94	1	A meeting of the Historic and/or Architectural Review Board will be held on Tuesday, July 13, 2021 40 Main St, second floor	Devon	Rainbow
6db64597	July 07, 2021	31.58	1	There will be a regular meeting/Public Hearing of the Zoning Board of Appeals on Monday, July 12, 2021 at 5:30 pm 3rd floor	Devon	Rainbow
bf266519	July 13, 2021, July 14, 2021, July 15, 2021, July 16, 2021, July 17, 2021	142.67	3	Deputy Superintendent The City of Cortland Department of Public Works is currently accepting applications for a Deputy Superintendent of Public Works	Shannon	Landers
bfd8e5be	July 17, 2021	31.36	2	There will be a Public Hearing before the Mayor and the Common Council on Tuesday, July 20, 2021 in the Common Council Chamber	Devon	Rainbow
cf7e382d	July 21, 2021	38.49	3	There will be a Meeting/ Public Hearing of the City of Cortland Planning Commission on Monday July 26, 2021 at 5:15 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
450c028e	July 29, 2021	31.36	2	Legal NoticeThere will be a Public Hearing before the Mayor and the Common Council on Tuesday, August 3, 2021 in the Common Council Chamber	Devon	Rainbow
2476666d	August 05, 2021	71.23	4	There will be a regular meeting/Public Hearing of the City of Cortland Zoning Board of Appeals on Monday, August 9th, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
bd20b5ef	August 19, 2021	19.36	4	Planning Commission meeting agenda There will be a Meeting/ Public Hearing of the City of Cortland Planning Commission on Monday, August 23, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
1c27bc44	September 06, 2021	14.05	3	There will be a Public Hearing before the Mayor and the Common Council on Tuesday, September 7, 2021 in the Common Council Chamber	Devon	Rainbow
db5beacb	September 09, 2021	11.45	4	There will be a regular meeting/Public Hearing of the Zoning Board of Appeals on Monday, September 13th, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
8672e416	September 22, 2021	15.48	2	NOTICE OF PUBLIC HEARING REPLACEMENT OF THE WATER MAIN BENEATH North Greenbush and Washington Street The City of Cortland Comm	The Nicole	Bennett
7751fb25	September 23, 2021	25.49	3	There will be a Regular meeting/Public Hearing of the City of Cortland Planning Commission on Monday September 27, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
4349de86	September 29, 2021	9.24	4	Legal Notice There will be a Public Hearing before the Mayor and the Common Council on Tuesday, October 5, 2021 Via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
9f042453	October 14, 2021	13.60	3	There will be a regular meeting/Public Hearing of the Zoning Board of Appeals on Monday, October 18th, 2021 at 5:30 pm via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
352b2fbc	October 18, 2021	7.96	3	There will be a Public Hearing before the Mayor and the Common Council on Tuesday, October 19, 2021 Via ZOOM (ID # 830 583 8308)	Devon	Rainbow
80b99577	October 21, 2021	13.00	4	Planning Commission meeting agendaThere will be a Meeting/ Public Hearing of the City of Cortland Planning Commission on Monday, October 25, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
8b339c33	October 23, 2021	39.98	3	ESTOPPEL NOTICE The Bond Resolution, a summary of which is published herewith, has been adopted on the 19th day of October, 2021.	Nicole	Bennett
52354148	November 04, 2021	8.63	3	There will be a regular meeting/Public Hearing of the Zoning Board of Appeals on Monday, November 8th, 2021 at 5:30 pm via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
acaa36a3	November 13, 2021	6.75	2	Legal NoticeThere will be a Public Hearing before the Mayor and the Common Council on Tuesday, November 16, 2021 Via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
1297e67d	November 18, 2021	7.96	2	Legal NoticePlanning Commission meeting agendaThere will be a Meeting/ Public Hearing of the City of Cortland Planning Commission on Monday, November 22, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
f079d0a8	November 29, 2021	6.75	2	Legal Notice There will be a Public Hearing before the Mayor and the Common Council on Tuesday, December 7, 2021 Via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
c7ac19ca	November 29, 2021, November 30, 2021, December 01, 2021	72.42	2	Public NoticeCITY OF CORTLANDRequest for ProposalsThe City of Cortland is seeking proposals from qualified firms or individuals to provide printing services for the City of Cortland	Nicole	Bennett
333e0a6e	December 09, 2021	13.55	2	Legal Notice ZBA agenda There will be a regular meeting/Public Hearing of the Zoning Board of Appeals on Monday, December 13, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
d33066a6	December 15, 2021	196.97	4	LEGAL NOTICENOTICE TO BIDDERS The Code Enforcement Officer of the City of Cortland, New York is seeking sealed bids for the purchase of 2021 City of Cortland Standard Printing Co. invoices	Devon	Rainbow
dda77d75	December 18, 2021	6.75	2	Legal Notice There will be a Public Hearing before the Mayor and the Common Council on Tuesday, December 21, 2021 Via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow
c98f3c4d	December 23, 2021	5.47	2	Legal NoticeThere will be a Meeting/ Public Hearing of the City of Cortland Planning Commission on Monday December 27, 2021 at 5:30 PM via ZOOM (Meeting ID # 830 583 8308)	Devon	Rainbow

1,144.07



TO: Mayor Steve, Members of the Common Council
FROM: Chief Friedman
DATE: August 24, 2022
RE: Agenda Items for September 6, 2022 - UPDATED

Agenda Item: Transfer of Volunteer Firefighters LOSAP Program

WHEREAS, The City of Cortland has established a Length of Service Awards program (LOSAP) for volunteer members of the Cortland Fire Department; and,

WHEREAS, a Service Award Program is a simple, pension-like program which is intended to provide financial incentive for individuals to become and/or continue to be active emergency services volunteers; and,

WHEREAS, the Common Council of the City of Cortland wishes to transfer the current Service Award Program for the active emergency services volunteers of the Cortland Fire Department; and,

WHEREAS, said transfer desire has been reviewed and ratified by the Fire Commission of the City of Cortland at their August 11, 2022 regular meeting,

NOW, THEREFORE BE IT RESOLVED, THAT

The City of Cortland Common Council elects Penflex Actuarial Services, LLC to provide administrative and actuarial services for the Service Award Program. Additionally, the Council elects RBC Wealth Management to provide investment and custodial services for the Service Award Program. The Council hereby authorizes Mayor Scott Steve to execute the necessary transfer of Service Award Program information to Penflex Actuarial Services, LLC, and RBC Wealth Management and execute a service agreement documenting the transfer.

Supporting information:

The City of Cortland has had a Length of Service Awards Program (LOSAP) since the early 1990's. It serves as a recruitment and retention tool. A modest \$480 is contributed to each member that meets annual eligibility requirements which include training, responses and other

activities. In 2019 the management group for the program (Acensus) stated they would no longer be providing the service. This prompted an entire re-evaluation of the program. Working with McNeil and Company (ESIP) we developed a new list of eligible members, both new and old, It has now come to the point of assigning new administrative and actuarial services to manage the fiscal components of the program. Contributions are made annually which are already budgeted and members receive their specific monetary entitlement at retirement age (65).

Agenda Item: Surplus of Fire Department equipment:

WHEREAS, The City of Cortland Fire Department acquires equipment to provide service to the residents of Cortland, AND

WHEREAS, Said equipment has an estimated useful life that depends on recognized standards, frequency of use, and various levels of condition AND,

WHEREAS, At the end of serviceable life and functional need to the Fire Department and City, equipment is removed from service and required to be advertised appropriately for surplus, AND

WHEREAS, The sale of surplus equipment will generate income that can be reinvested to assist in offsetting future purchases of equipment needed by the department, NOW THEREFORE BE IT

RESOLVED, That the City of Cortland Common Council authorizing the following equipment currently in possession and used by the Fire Department as surplus and authorize the Fire Chief to advertise said equipment in appropriate manner as surplus and available for sale, AND

FURTHER RESOLVED, That the City of Cortland Common Council authorize any revenue generated from the sale of this surplus equipment be transferred into the Fire Department Budget line (A3410-540700 –Equipment Repair) for future use by the fire department.

ITEM #	YEAR	DESCRIPTION	VIN #	INVENTORY #
1	2009	Ford Pickup F250	1FTSW21YX9EB28866	FU0901

Supporting information:

This vehicle was the primary staff pickup used for all details. The purchase of the 2022 Chevy pickup, which we received earlier this year, is its replacement. This acquisition and surplus continues our apparatus and staff vehicle replacement plan.

Agenda Item: Surplus of Fire Department Fire Alarm Boxes:

WHEREAS, The City of Cortland operated a Fire Alarm Notification System, known primarily as the “Gamewell System” for many years until it was deemed no longer needed and decommissioned through Council Resolution, AND

WHEREAS, Equipment for the system has been removed and has been deemed surplus by the Fire Chief, AND

WHEREAS, Certain components have a historical value to the Cortland Fire Department and its members with little fiscal value, NOW THEREFORE BE IT

RESOLVED, That the City of Cortland Common Council authorizes the Fire Alarm Gamewell System equipment currently in possession of the Fire Department as surplus and authorize the Fire Chief to advertise said equipment in appropriate manner as surplus and available for sale, AND

FURTHER RESOLVED, That the City of Cortland Common Council authorizes the Fire Chief to offer to Fire Department members the opportunity to purchase the Gamewell Fire Alarm Boxes for a cost of \$75 each until December 31, 2022 and then advertise any remaining items publicly, AND

FURTHER RESOLVED, any revenue generated from the sale of this surplus equipment be transferred into the Fire Department Budget line (A3410-540700 –Equipment Repair) for future use by the fire department.

Supporting information:

The Fire Alarm System was decommissioned a number of years ago. The equipment has been in storage and needs to be liquidated. Much interest for the Fire Alarm Boxes has been expressed by department members. The historical value is for some irreplaceable. There is minimal value to this equipment. The intent to offer the gamewell boxes to members first and then to the public shows a commitment to the history of the city and department.

Jurisdiction: City of Cortland

Jurisdictional Class: Competitive

Adopted:

Revised:

WASTEWATER TREATMENT PLANT MAINTENANCE COORDINATOR

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for the coordination and scheduling of maintenance activities and oversight of a computerized maintenance management system (CMMS) at a wastewater treatment facility. The incumbent implements a preventive maintenance program for plant equipment and machinery and performs skilled repairs. The incumbent also performs general wastewater operations as needed. The work is performed under the direct supervision of the Deputy Chief Wastewater Treatment Plant Operator and the general supervision of the Chief Wastewater Treatment Plant Operator with leeway allowed for the exercise of independent judgment in planning and carrying out the details of the work. Does related work as required.

TYPICAL WORK ACTIVITIES:

Coordinates and schedules maintenance activities and assigns work orders to make best use of available staff resources;

Maintains and operates a computerized maintenance management System (CMMS);

Performs maintenance, repairs and installation of process equipment at the wastewater treatment plant;

Tracks and maintains parts and supply inventory;

Performs laboratory and operator duties as required by Deputy Chief Wastewater Treatment Plant Operator or the Chief Wastewater Treatment Plant Operator including regular scheduled weekends;

Performs electrical repairs commensurate with training.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles and practices involved in the operation and maintenance of a wastewater treatment plant;

Good knowledge of federal, state and local laws and regulations applicable to a wastewater treatment plant;

Working knowledge of computerized maintenance management systems.

Working knowledge of the tools, equipment and terminology used in the maintenance and repair of wastewater treatment systems;

Working knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal;
Skill in the operation and repair of pumps, valves and related mechanical and electrical equipment;
Ability to make routine laboratory and field tests for control of plant operations;
Ability to analyze and organize data and prepare records and reports;
Ability to understand and follow oral and written instructions;
Mechanical aptitude;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Possession of a high school diploma or high school equivalency diploma (GED) AND one year of experience in the use of CMMS in a wastewater treatment plant.

Possession of a Grade 2A or higher Wastewater Treatment Plant Operator certificate issued by the New York State Department of Environmental Conservation and retain said license for the duration of employment.

SPECIAL REQUIREMENT: Possession of an operator's license issued by the NYS Department of Motor Vehicles. The incumbent must obtain a CDL Class B license within one year of the date of appointment and retain said license for the duration of employment.