

STEBEN COUNTY AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE

*Wednesday, January 6, 2016
10:00 a.m.
Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair K. Michael Hanna, Vice Chair Dan C. Farrand
 John V. Malter Robert V. Nichols

STAFF: Jack K. Wheeler Mitch Alger Amy Dlugos
 Eric Rose Andy Morse Shawn Corey

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando
 Randolph J. Weaver

OTHERS: Carrie Bartlett, Cornell Cooperative Extension
 Jeff Parker, Soil & Water Conservation District
 Jamie Johnson, Executive Director, Steuben County Industrial Development Agency
 Jill Staats, Steuben County Industrial Development Agency
 Mary Perham
 Jeff Smith, *The Leader*

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:00 a.m. and welcomed the new members of the committee.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 2, 2015, MEETING MADE BY MR. FARRAND. SECONDED BY MR. MALTER. MOTION CARRIES 4-0-1. (MR. HANNA ABSTAINED AS HE WAS NOT PRESENT AT THAT MEETING)

III. DEPARTMENTAL REQUESTS

A. Planning

1. **Coffee Cart Contract Renewal** – Mrs. Dlugos informed the committee that we have not done an RFP for this in a number of years. The current contractor has only been in place for one year and has made a substantial commitment with the purchase of equipment. She requested the committee waive the RFP process and extend the contract for one year. Mr. Wheeler explained the coffee cart has changed hands a number of times in recent years. We will need to do an RFP next year.

MOTION: WAIVING THE RFP PROCESS AND EXTENDING THE CONTRACT FOR THE COFFEE CART FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Agricultural Plan** – Mr. Hauryski asked what are the next steps? Mrs. Dlugos replied our plan was officially approved at the State level. She has met with the Finger Lakes Land Trust regarding farmland protection. We will continue working with our agricultural districts and will also continue our Farm-City Day activities. Additionally, we will be working with the municipalities to make sure zoning laws are agriculture friendly.

B. County Manager

1. **Old Hospital Lease** – Mr. Wheeler informed the committee that we lease the Old Hospital Building to ProAction. Their current lease expires December 31, 2017. ProAction is in the process of applying for a grant, however, one of the stipulations is that they need to have a lease through 2019. He requested authorization to extend their current lease through the end of 2019.

MOTION: AUTHORIZING THE COUNTY MANAGER TO EXTEND THE LEASE OF THE OLD HOSPITAL BUILDING TO PROACTION THROUGH DECEMBER 31, 2019 MADE BY MR. NICHOLS. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

IV. OUTSIDE AGENCIES

A. Steuben County Soil & Water Conservation District

1. **Southern Tier Agricultural Industry Enhancement Program** – Mr. Parker informed the committee this is a new program created by the Governor and administered by the New York State Department of Agriculture and Markets. The purpose of this program is to assist farm operators with implementing an approved farm business or environmental plan that will increase farm production, enhance profitability and/or increase environmental compatibility of the farm operation. Projects may be awarded in Chautauqua, Cattaraugus, Allegany, Steuben, Schuyler, Tompkins, Chemung, Tioga, Broome, Chenango and Delaware counties. Mr. Parker stated this will be a very intensive application process. Applications will be submitted to the Soil & Water Conservation District Office. We will accept the applications, review them for completeness and send to Agriculture and Markets.

Mr. Parker stated the first sign-up will begin January 19, 2016 and run through the end of March. There will be another sign-up period in June and another two sign-up periods next year. The Governor has made \$4.5 million available to Steuben County and Soil & Water will receive 10 percent of what is awarded for administrative costs. He stated that his office has already had 35 calls. Mr. Parker stated he will be submitting another article to the paper to advertise this program. There are a possible 380 farms that could meet the eligibility requirements to participate in this program.

2. **Activity Update** – Mr. Parker distributed his January report for review. They have completed 34 projects under the District Rock Program totaling \$205,916. The district submitted two agricultural grants; one for a manure storage facility and the other for cover barnyards/silage leachate and milkhouse waste systems. One grant was awarded total State funding of \$450,000 for a manure storage facility. Mr. Parker announced the Upper Susquehanna Coalition has received the Environmental Excellence Award for conducting Emergency Stream Intervention training to DOT, Army Corps of Engineers and other districts and municipalities.

3. **Funding** – Mr. Parker distributed a handout showing the funding that is brought into Steuben County. For every \$1 that the County allocates to us, we are bringing in \$4 - \$6. In 2015, a total of \$1.139 million in funding was brought into the County.

4. **Environmental Protection Fund** – Mr. Parker requested the County's support in seeking to restore FL-LOPWA (Finger Lakes-Lake Ontario Water Protection Alliance) funding within the Environmental Protection Fund (EPF) from \$1.75 million to \$2.3 million. This would bring us back to our past funded level of fiscal year 2008-2009. He stated that Steuben County receives \$67,000 annually and that is used for lake monitoring, streambank/road ditch stabilization and critical area seeding or hydro-seeding.

MOTION: MEMORIALIZING THE GOVERNOR AND THE NEW YORK STATE LEGISLATURE TO RESTORING FL-LOWPA (FINGER LAKES-LAKE ONTARIO WATER PROTECTION ALLIANCE) FUNDING BACK TO \$2.3 MILLION MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

5. **Award** – Mr. Parker announced that the Steuben County Soil & Water Conservation District received the New York State Soil & Water Conservation Diversity Award. Mr. Farrand commented we will be

sending this to the National Soil & Water Conservation Association for their recommendation for national recognition.

B. Steuben County Industrial Development Agency

1. **Southern Tier Agricultural Industry Enhancement Program** – Mr. Johnson stated the Industrial Development Agency can definitely play a role in this. He would encourage farmers with any projects that get approved to come to us and we could help them structure business plans and look into funding opportunities.

2. **Agricultural Plan** – Mr. Johnson informed the committee that they continue to work on the economic development portion of that plan. We are meeting with prospective developers for a food enterprise center.

3. **Annual Report** – Mr. Johnson distributed his 2015 annual report.

4. **Upstate Revitalization Initiative** – Mr. Johnson announced our region won \$117 million this year and there will be an additional \$100 million allocated each of the next four years. This year 100 projects were awarded funding. In Steuben County, this includes \$3.5 million for the Corning Hospital site, \$400,000 for Ice Energy, \$350,000 to rebuild the pier in Urbana and \$150,000 for TTA to develop a wheel press shop.

Mr. Johnson commented of the total award allocation, \$70 million is unallocated for the region for this year. We will know by the end of the month how the State will accept applications and how we can take advantage of that unallocated funding. We are looking to see if we can apply for that funding to increase the allocations we have already received.

5. **Phillips** – Mr. Johnson informed the committee that work is ongoing behind Phillips for the environmental cleanup. Once that is completed and signed off by the Department of Environmental Conservation, that facility will go on the market. They hope to have it on the market by June, and we will continue to monitor this.

6. **Kraft-Heinz** – Mr. Johnson reported that they continue to be engaged with corporate and they are putting together a due diligence package which should be ready by the middle of January. This will contain detailed information regarding the workforce, needs of the facility, etc.

7. **Corning Hotel** – Mr. Johnson stated they are working with Department of Environmental Conservation. If construction starts next year, then they will still be able to secure their funding.

Mr. Weaver asked will the Urbana Waterfront project be at a standstill if you do not receive additional funding? Mr. Johnson replied there has been debate on whether a new pier needs to be built or if they can just reconstruct around the steel infrastructure. The original cost estimate of \$800,000 was based on the demolition of the old pier and construction of a new pier. We are waiting for a determination from the engineers. If it is determined that we can rebuild, then that would reduce the cost of the project substantially.

V. OTHER BUSINESS

A. *Setting 2016 Meeting Schedule* – The committee agreed to continue to hold monthly meetings on the first Wednesday of each month at 10:00 a.m.

B. *Changing the Date of the February Meeting* - Due to the NYSAC Conference, the committee agreed to change the date of the February meeting to Wednesday, February 10th at 10:00 a.m.

C. *Goals* – Ms. Lattimer stated that with regard to goals for the committee, we will be looking at economic development. We will need to set some more concrete goals to pursue. Mr. Wheeler stated his office would work with the committee as some of the goals for his office address that as well.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR CORPORATION MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. FARRAND. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

****PLEASE NOTE CHANGE****Wednesday, January 10, 2016****PLEASE NOTE CHANGE****
10:00 a.m.

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, January 27, 2016.**

STEBEN COUNTY AGRICULTURE, INDUSTRY & PLANNING COMMITTEE

Wednesday, February 10, 2016

10:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	K. Michael Hanna, Vice Chair	John V. Malter	Robert V. Nichols
STAFF:	Jack K. Wheeler Alan Reed	Mitch Alger Eleanor Silliman	Amy Dlugos
LEGISLATORS:	Joseph J. Hauryski	Carol A. Ferratella	Randolph J. Weaver
ABSENT:	Robin K. Lattimer, Chair	Dan C. Farrand	
OTHERS:	Mary Perham Jeff Smith, <i>The Leader</i>		

I. CALL TO ORDER

Mr. Hanna called the meeting to order at 10:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 6, 2016, MEETING MADE BY MR. NICHOLS. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Planning

1. **Authorizing Public Hearing** – Mrs. Dlugos requested authorization to hold a public hearing on land submitted for inclusion in certified agricultural districts during the 2016 annual thirty-day period.

MOTION: AUTHORIZING THE PUBLIC HEARING ON LAND SUBMITTED FOR INCLUSIOIN IN CERTIFIED AGRICULTURAL DISTRICTS DURING THE 2016 ANNUAL THIRTY-DAY PERIOD MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.
Resolution Required.

B. County Manager

1. **Lease Agreement – Magee House** – Mr. Wheeler requested authorization to renew their lease with the Historical Society for the Magee House. The amount remains the same at \$7,655 per year and is a two-year extension.

MOTION: AUTHORIZING THE COUNTY MANAGER TO EXTEND THE LEASE FOR TWO YEARS WITH THE HISTORICAL SOCIETY FOR THE MAGEE HOUSE FOR AN ANNUAL COST OF \$7,655 MADE BY MR. NICHOLS. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Appointments to Marsh Ditch Watershed District Board of Directors** – Mr. Wheeler informed the committee that he has received the recommendations from the Soil & Water Conservation District for appointments to the Marsh Ditch Watershed Protection District Board of Directors. They are recommending the reappointments of Gary Mahany, John Merry and Jeremy Hurlburt for a four-year term.

MOTION: RECOMMENDING THE APPOINTMENT OF GARY MAHANY, JOHN MERRY AND JEREMY HURLBURT FOR A FOUR-YEAR TERM ON THE MARSH DITCH WATERSHED PROTECTION DISTRICT BOARD OF DIRECTORS MADE BY MR. NICHOLS. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

3. **Hornell Courthouse** – Mr. Hauryski stated that after speaking with Mr. Van Etten, they have decided to schedule a tour of the Hornell Courthouse for members of the AIP and AdHoc Office Space Committee. This will give the committees a better picture of the space that is available. The tour will most likely be scheduled in March.

C. Historian

1. **Presentation of Nominees to Hall of Fame**

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: PRESENTATION OF NAMES OF PERSONS SELECTED FOR INDUCTION INTO THE STEUBEN COUNTY HALL OF FAME AND CONFIRMATION BY THE STEUBEN COUNTY LEGISLATURE MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, March 2, 2016
10:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, February 24, 2016.**

STEBEN COUNTY AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE

Wednesday, March 2, 2016

10:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair Dan C. Farrand John V. Malter
Robert V. Nichols

STAFF: Jack K. Wheeler Mitch Alger Amy Dlugos
Alan Reed Andy Morse

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando

ABSENT: K. Michael Hanna, Vice Chair

OTHERS: Tom Tomsa, Executive Director, Cornell Cooperative Extension
Larkin Podsiedlik, Cornell Cooperative Extension
Mary Perham
Jeff Smith, *The Leader*

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:00 a.m. and asked Mr. Tomsa to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 10, 2016, MEETING MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Planning

1. **Approving the Addition of Agricultural Lands to Certified Agricultural Districts** – Mrs.

Dlugos requested a resolution to add parcels to various agricultural districts. This year we have 40 new properties with about 2,600 acres.

MOTION: APPROVING THE ADDITION OF AGRICULTURAL LANDS TO CERTIFIED AGRICULTURAL DISTRICTS MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. *Resolution Required.*

2. **Contract** – Mrs. Dlugos requested authorization to enter into a contract with the Institute for Human Services for the Mobility Management Program. She explained in the past New York State Department of Transportation (NYSDOT) contracted directly with the Institute, however, now the money comes through the County. The overall goal of Mobility Management is to get people to the services they need transportation to. The Institute for Human Services does the transportation scheduling for the Department of Social Services drivers, volunteer drivers and also engages in marketing of the public transportation system. Additionally, they provide training on how to use the public transportation system and are also looking at unmet needs.

Mr. Reed commented the Institute for Human Services is uniquely positioned to award the contract. The question is does this fall under the standard process of an RFP or is there a significant basis to make them a sole source

provider. At this point, he does not know if Purchasing has had an opportunity to review this. They were the program provider under the State program and it logically follows that they would be in a sole source position. He asked that the committee approve the contract conditionally upon review of the Law Departments as to their designation as a sole source.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO ENTER INTO A CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES TO PROVIDE THE MOBILITY MANAGEMENT PROGRAM, CONTINGENT UPON LAW DEPARTMENT'S REVIEW OF THEIR BEING DESIGNATED AS A SOLE SOURCE FOR THIS SERVICE MADE BY MR. MALTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Buildings & Grounds

1. **Request to Solicit Bids for Roof Replacement at Bath Courthouse** – Mr. Wheeler stated this item will be held until April.

2. **Request to Solicit Bids for Parking Lot Sealing, Striping and Crack Sealing** – Mr. Wheeler requested authorization for the Superintendent of Buildings and Grounds, along with the Purchasing Director, to solicit bids for parking lot sealing, striping and crack sealing at the County Office Building Complex, the Public Safety Building and 911 Building. He also requested authorization to bid an option for the Corning and Hornell locations.

MOTION: AUTHORIZING THE SUPERINTENDENT OF BUILDINGS AND GROUNDS IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR PARKING LOT SEALING, STRIPING AND CRACK SEALING AT THE COUNTY OFFICE BUILDING COMPLEX, THE PUBLIC SAFETY BUILDING AND 911 BUILDING, WITH AN OPTION FOR THE CORNING AND HORNELL LOCATIONS MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. OUTSIDE AGENCIES

A. Cornell Cooperative Extension

1. **2017 Budget Presentation** – Mr. Tomsa informed the committee that we are two months into the year and our Board develops the budget in June. In the meantime, he can provide the committee with an activities update. He reminded the committee that he will be retiring this spring. He introduced Larkin Podsiedlik who will become the Executive Director effective May 1, 2016. She currently is the director of the Eat Smart NY program and FMAP.

Mr. Tomsa provided the committee with a brief update on their local foods initiative, specifically relating to season extension and the development of the new Steuben County Farm Markets and Farm to Table Initiative. He stated that currently in Steuben County we have three winter farmers markets and nine summer markets. He stated that they held the 7th annual Steuben County Local Foods Festival on February 12, 2016. This event has been credited with connecting producers with customers and increasing sales. Our extension office collaborated with the Tompkins extension office and now provides a “Meat Suite” website which connects producers with consumers in an effort to expand the local freezer trade. Along with that, we opened the Corning “Meat Locker”. This is a walk in freezer with shelves which is located at 55 Ferris Street in Corning. The public can rent bins to store local raised meat in bulk in the locker. Finally, the Southern Tier Outdoor Show will be celebrating its tenth year October 8th – 9th, 2016. Last year’s attendance was the largest to date.

Mr. Hauryski stated that he would like to commend Mr. Tomsa as he has brought Cornell Cooperative Extension from the traditional to something that is more diverse and, he thinks, in vogue with what is going on today. Congratulations to you and your staff for that effort.

Ms. Lattimer commented she has been a member of this committee for four years and it is great to see Cooperative Extension become an active player in the farm to table initiative. Mr. Wheeler stated Mr. Tomsa

really has been the key in keeping the resources local as well. He has done a fantastic job and we get a lot for our investment.

Ms. Lattimer stated as a board member, she echoes the comments made today. It is amazing what you and your staff have done.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR CORPORATION MADE BY MR. MALTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COUNTY MANAGER TO CONTRACT WITH SUSAN M. PAYNE, COMMUNITY AND ECONOMIC DEVELOPMENT CONSULTANT TO MODERATE A STRATEGIC PLANNING SESSION AND DEVELOP A REPORT FOR A TOTAL COST OF \$4,850 MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

**Wednesday, April 6, 2016
10:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, March 30, 2016.**

STEBEN COUNTY AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE

Wednesday, April 6, 2016

10:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair K. Michael Hanna, Vice Chair John V. Malter
Robert V. Nichols

STAFF: Jack Wheeler Mitchell Alger Amy Dlugos
Eric Rose Andy Morse Shawn Corey

LEGISLATORS: Carol A. Ferratella

ABSENT: Dan C. Farrand

OTHERS: Mary Perham
Brian Hildreth, Executive Director, Southern Tier Library System
Carol Berry, Director, Dormann Library
Joanne Sheehan, Treasurer, Dormann Library
Karen Scott, Director, Prattsburgh Library
Pauline Emery, Director, Southeast Steuben Library (Corning)
Justin Zeh, Director, Avoca Library

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:00 a.m. and asked Mr. Nichols to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 2, 2016, MEETING MADE BY MR. NICHOLS. SECONDED BY MR. MALTER. MOTION CARRIES 3-0-1. (MR. HANNA ABSTAINED AS HE WAS NOT IN ATTENDANCE AT THE MARCH MEETING)

III. DEPARTMENT REQUESTS

A. Buildings & Grounds

1. **Bid Award** – Mr. Rose informed the committee they put out to bid the purchase and installation of a hydraulic vertical platform lift system in the link between the **County Office Building and the Courthouse**. He recommended awarding to the low bidder, Kolt Access and Lifts for \$19,550.

MOTION: AWARDING THE BID FOR THE PURCHASE AND INSTALLATION OF A HYDRAULIC VERTICAL PLATFORM LIFT SYSTEM TO THE LOW BIDDER, KOLT ACCESS AND LIFTS FOR A TOTAL PRICE OF \$19,550 MADE BY MR. NICHOLS. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Planning

1. **Courthouse Roof Replacement Project Environmental Review** – Mrs. Dlugos stated that the Courthouse is on the National Register of Historic Places; therefore, we will need to do an environmental review for the roof replacement project. She requested authorization to begin the environmental review process, naming Steuben County as the lead agency, and directing her as the individual to complete all necessary forms.

MOTION: AUTHORIZING AN ENVIRONMENTAL REVIEW ON THE COURTHOUSE ROOF REPLACEMENT PROJECT, WITH STEUBEN COUNTY AS THE LEAD AGENCY AND DIRECTING THE PLANNING DIRECTOR TO BE THE INDIVIDUAL RESPONSIBLE FOR COMPLETING ALL NECESSARY FORMS MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Mobility Management Services RFP** – Mrs. Dlugos requested authorization to issue an RFP for mobility management services. After reviewing with the Law Department, it was determined that they did not have enough justification to designate the current contract a sole source vendor.

MOTION: AUTHORIZING THE PLANNING DIRECTOR, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A REQUEST FOR PROPOSALS FOR MOBILITY MANAGEMENT SERVICES MADE BY MR. NICHOLS. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. OUTSIDE AGENCIES

A. Southern Tier Library System

1. **2017 Budget Presentation** – Mr. Hildreth thanked the committee for allowing him and members of the libraries to come and make their presentation. He introduced Pauline Emery, Director of the Southeast Steuben Library in Corning; Karen Scott, Director of the Prattsburgh Library; Justin Zeh, Director of the Avoca Library; and Carol Berry, Director of the Dormann Library.

Mr. Hildreth stated the mission of the Southern Tier Library System is to provide support to libraries in Allegany, Schuyler, Steuben, Chemung and Yates Counties. We also provide IT support to the public libraries. There are 17 public libraries located in Steuben County. Those libraries provide 500,000 library materials. Through Steuben County aid, these libraries will borrow and lend materials throughout a five-county area to provide access to more than 1.6 million materials.

Mr. Hildreth informed the committee that they have been working on their broadband infrastructure. We will spend \$1 million to connect all of the libraries to the Southern Tier Network. We are primarily an internet service provider for the libraries and are building fiber rings out from the Southern Tier Network to each of the library sites. The biggest impact is that residents will have access to internet connectivity available in 15 of the 17 libraries in Steuben County by the end of 2017.

Ms. Emery stated she is the Director of the Corning Library. She thanked the Legislature for their support, which allows them to fund this progressive project. This project will have a major impact on communities throughout Steuben County. Many libraries partner with BOCES and we provide both GED and English as a Second Language classes at our library. We also are focusing on technology this year with broadband. Additionally, we continue to believe in the idea of early school readiness and we travel to area child care centers and schools.

Ms. Scott stated she is the Director of the Prattsburgh Library. We are a small library and we need to be the hub in our community. We provide computers for research. We have various daily and monthly activities including Scrabble Club or open game club on Tuesday and Chess Club on Thursday. We also have a preschool reading readiness program. Our summer reading program has increased over the last two years.

Ms. Berry stated she is the Director of the Dormann Library and introduced their Treasurer, Joann Sheehan. Ms. Sheehan informed the committee that they have 13,700 card holders. There were 69,000 visits by patrons in 2015 and 64,000 books and other items were borrowed. She stated they have 40 computers and a wireless network that is available to the public. Our computers were used 24,000 times and we also generated 50,000 visits to our website. We processed 12,800 inter-library loan requests. Our programs are a huge part of our library and we had 348 programs with 4,100 people attending. Of those programs, 50 were for children and 1,000 people attended those. Ms. Sheehan stated their Empire Room is utilized by many groups for meetings. We also partner with BOCES and they rent space from us, which does provide an additional stream of revenue. Thank you for all of your support.

Mr. Zeh stated he is the Director of the Avoca Library. We are very small and a hub for our community. Many of our patrons do not have computers at their homes. We have a large community of home-schoolers and they use our library and materials to supplement their curriculums, in addition to enhancing their socialization. Thank you for your continued support.

Mr. Hildreth stated it is wonderful to hear of all of the activities that are taking place in our libraries. We really are cultural institutions within the communities. For the five-county area, we are publicly funded by \$6.4 million, which is only \$200,000 more than the last publicly funded school district, Whitesville, which has \$6.6 million in expenditures. Library funding represents 1 percent or less of the property taxes across the region. Public libraries have been providing services since the 1850's and provide communities with a huge return on investment. The average library budget in Steuben County is \$50,000 when you take out the three major libraries. These libraries are doing amazing work and the Southern Tier Library System is here to provide that support. They really make a difference in the economic, social, cultural and educational improvements in the County.

Mr. Nichols commented he really likes the library system and they are great for the senior citizens because this is one of the few things that will be free for them to use. Mr. Hildreth stated Baby Boomers are our highest users followed by parents with young children.

Ms. Lattimer commented we have stayed at a funding level of \$100,000 for quite a few years. If we had more disposable dollars, we would be able to put more money into this. There is always discussion, but never any extra funds. We do recognize the value to the communities. Mr. Wheeler commented with the tax cap we are able to levy approximately \$200,000 or 0.3 percent. We try to support increases to our outside agencies when we can. Mr. Hildreth stated that he appreciates the support and partnership.

MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, May 4, 2016
10:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, April 27, 2016.**

STEBEN COUNTY AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE

Wednesday, May 4, 2016

10:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair K. Michael Hanna, Vice Chair Dan C. Farrand
 John V. Malter

STAFF: Jack Wheeler Mitchell Alger Amy Dlugos
 Shawn Corey Andy Morse

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando

ABSENT: Robert V. Nichols

OTHERS: James C. Johnson, Executive Director, SCIDA
 Jill Staats, Business and Community Development Specialist, SCIDA
 Connie Sullivan-Blum, Executive Director, ARTS of the Southern Finger Lakes
 Mary Perham

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:00 a.m. and asked Mr. Farrand to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 6, 2016, MEETING MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Buildings & Grounds

1. **Award Bid for Seal Coating** – Mr. Wheeler informed the committee they bid a total of eight sealing/stripping projects. They received 9 responses. He recommended awarding to the low bidder, ECO Seal out of Rochester, NY for a total price of \$24,540.

MOTION: AWARDING THE BID FOR SEAL COATING AND STRIPING OF COUNTY PARKING LOTS TO THE LOW BIDDER, ECO SEAL OUT OF ROCHESTER, NY FOR A TOTAL PRICE OF \$24,540 MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Award RFP for Architectural Services** – Mr. Wheeler informed the committee that they put out an RFP for architectural services relative to courthouse pillar repairs, brick pointing and the roof project. He recommended awarding to Hunt Engineers.

MOTION: AWARDING THE BID FOR ARCHITECTURAL SERVICES RELATIVE TO REPAIRS TO THE BATH COURTHOUSE TO HUNT ENGINEERS MADE BY MR. FARRAND. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Planning

1. **Courthouse Roof Replacement Environmental Review** – Mrs. Dlugos reported that originally we had determined under SEQRA that because the Bath Courthouse is a historical site, it would be classified as a

Type I action. However, after further review with the Law Department and a SEQRA consultant, it has been determined that this can now be classified as a Type II action as it is considered maintenance, and therefore, no further review would be required. Mr. Corey commented under a Type II classification, we do not need to follow NYS Historic Preservation Office recommendations. Mr. Wheeler commented we do get reimbursement from the State courts for any improvements to the court facilities. We will be looking at NYS Historic Preservation Office feedback in moving forward.

MOTION: DESIGNATING BATH COURTHOUSE ROOF REPLACEMENT AS A TYPE II ACTION UNDER THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT MADE BY MR. MALTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Commencing the Review Period for Agricultural District No. 7** – Mrs. Dlugos requested authorization to commence the eight-year review for Agricultural District No. 7. This district is located in Dansville, Fremont, Hornell, Hornellsville, Hartsville, Howard and Canisteo.

MOTION: COMMENCING THE EIGHT-YEAR REVIEW OF AGRICULTURAL DISTRICT NO. 7 LOCATED IN THE TOWNS OF DANSVILLE, FREMONT, HORNELL, HORNELLSVILLE, HARTSVILLE, HOWARD AND CANISTEO MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

IV. OUTSIDE AGENCIES

A. The ARTS of the Southern Finger Lakes

1. **2017 Budget Presentation** – Ms. Sullivan-Blum thanked the committee for last year’s appropriation of \$35,700. She provided a PowerPoint presentation of their activities over the past year. She informed the committee that they do make grants available to artists in the community. We also provide direct services to artists and the public. Ms. Sullivan-Blum stated one of their new initiatives is Points of Interest, which is a driving trail of architecturally significant sites and natural beauty. They currently have two trails. For 2017 the outlook is very positive. We anticipate our services and programs will continue to grow. The funding we receive from the County is very integral to our success.

B. Steuben County Industrial Development Agency

1. **Activities Report**

a. *Kraft* – Mr. Johnson stated the process is still ongoing.

b. *Corning Hospital* – They are in discussions for redevelopment. The site work is going on for the Corning Community College facility. Construction for that facility will start almost simultaneously with the demolition of the hospital.

c. *Urbana Waterfront* – The town has assessed proposals from engineering firms with regard to the engineering of the pier. They did accept and recently signed a State grant letter for \$410,000. These funds will assist with the pier development.

d. *Transit Manufacturing Cluster* – Mr. Johnson announced that SCIDA and the Hornell Industrial Development Agency have partnered to bring in a third party consultant to look at a transit manufacturing cluster. This has been identified as the number one growth opportunity and we see a lot of opportunities. The four areas that the consultant has been tasked with are workforce development, community development, supply chain and working with the IDAs to develop a URI application to leverage funding.

e. *Wayland Business Park* – The area by the 390 interchange has water, sewer and has been certified. We have had several showings of this property.

f. *Cohocton Wind Project* – Mr. Johnson informed the committee that Sun Energy has filed for Chapter 11 bankruptcy. They are current with the PILOT payments and reporting. However, there

are lease holders that have not received payment. Our only recovery is to terminate the PILOT, but then it would become taxable property. We need to wait and see what happens and we are monitoring this.

g. Manufacturing Automation Systems – This is a business located in Corning and they are in the process of purchasing the Lindley-Presho School. This firm wants to expand from an engineering firm to an automation firm. They are coordinating with Corning Community College to see if this could be considered a new Start Up NY Project. Manufacturing Automation Systems has fifteen employees and are projecting one new employee per year for the next ten years.

h. Small Businesses – Mr. Johnson stated that Ms. Staats has been meeting with businesses in Wayland, Bath and Addison. She is gathering information and sharing the resources that are available to them. We need to determine our role in working with small businesses. Demand for technology is an issue with regard to marketing, social media, as well as transitional planning. We believe our role will be more of a facilitator and referral source.

i. Upstate Revitalization Initiative (URI) and Consolidated Funding Application (CFA) – Mr. Johnson informed the committee that the rules for these programs are changing almost daily. The CFA is opening up sometime this month and will close at the end of July. Smaller projects should apply for CFA's.

j. Phillips – The physical cleanup is done. They have to go through a period of monitoring test wells. Once that is complete, then they can submit their final report to the NYS Department of Environmental Conservation, and they will then issue a certificate of completion. He expects that to be done by the end of the year, and then the building would be able to be put on the market.

k. Days Inn – Mr. Johnson stated they ended up rebidding the entire project. Bids are expected to be back within the next ten days. Once the bids are in, we will have a much clearer picture of what the cost impact will be.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR CORPORATION MADE BY MR. MALTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. MALTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by Amanda L. Chapman, Deputy Clerk, Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Wednesday, June 1, 2016

10:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, May 25, 2016.

Mr. Maio asked is there other work that is also being done? Mr. Wheeler replied yes. We will be replacing the footers for the pillars as well as some of the marble. Additionally, we also need to repoint some of the bricks. The roof is one of the first projects that we are doing.

MOTION: AUTHORIZING THE SUPERINTENDENT OF BUILDINGS AND GROUNDS, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR THE ROOF REPLACEMENT ON THE BATH COURTHOUSE MADE BY MR. NICHOLS. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Planning

1. **Awarding Mobility Management Contract** – Mrs. Dlugos informed the committee that they put out a request for proposals for mobility management services. They received two proposals from VMC and the Institute for Human Services. After extensive review with Mr. Alger and Mr. Morse, she is recommending awarding to the Institute for Human Services. They have had a successfully history of providing these services. This will be a two-year contract, renewable for four additional two-year periods. The total contract amount is \$380,000.

MOTION: AWARDING THE REQUEST FOR PROPOSALS FOR MOBILITY MANAGEMENT SERVICES TO THE INSTITUTE FOR HUMAN SERVICES AND AUTHORIZING THE PLANNING DIRECTOR TO ENTER INTO A TWO-YEAR CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES TO PROVIDE THESE SERVICES FOR A TOTAL COST OF \$380,000 MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Community Development Block Grant Consolidated Funding Application** – Mrs. Dlugos informed the committee that she had received a request from The Woodlands Community, Inc. (formerly known as Green Acres Trailer Court). They are putting together a consolidated funding application and had asked the Town of Hornellsville to be their sponsor, however, the town declined. They are now asking the County to sponsor them. This is a community of 90 homes. The residents purchased the trailer park and formed a not-for-profit corporation. There are many infrastructure upgrades that need to be done, and they are applying for CFA funding to upgrade their water and sewer. The overall cost for upgrades to the water, sewer and electric is \$2.8 million. Mrs. Dlugos stated the County would be the lead agency and Woodlands has hired Labella to prepare their application.

Mr. Malter asked what would be the County's responsibility? Mrs. Dlugos replied if the grant is awarded, we would be the administrator of the funds. We would pass through funds and monitor. The County would also receive administrative fees. Mrs. Dlugos stated we would need to hold a public hearing and prepare a resolution authorizing the application of funds.

MOTION: AUTHORIZING A PUBLIC HEARING AND A RESOLUTION RELATIVE TO A COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED FUNDING APPLICATION FOR THE WOODLANDS COMMUNITY, INC. MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Transit Funding Grant Award Acceptance** – Mrs. Dlugos informed the committee that she had applied for this funding 18 months ago. We have been awarded \$1,065,560. This funding will be used to purchase three replacement buses, Mobility Management funding and research funding to assess the public transit routes in the County. She stated 90 percent is State and Federal Funding and the remaining 10 percent is the in-kind match that will be provided by the Institute for Human Services and First Transit.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO ACCEPT A TRANSIT FUNDING GRANT AWARD IN THE AMOUNT OF \$1,065,560 MADE BY MR. NICHOLS. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

IV. OUTSIDE AGENCIES

A. Finger Lakes Tourism Alliance

1. **2017 Budget Presentation** – Ms. Kimble presented a PowerPoint presentation outlining their 2015 activities as well providing their outlook for 2017. She announced in four years, we will be celebrating our 100th birthday. This is very exciting as we may be the oldest destination marketing association in the nation. Demand for their travel guide has increased. We have printed 150,000 and have included coupons as well as an updated region map. We have a 72 percent conversion rate. Ms. Kimble stated in 2017 they will continue to work on cooperative projects as well as regional projects. One cooperative project that has already begun is a promotion targeting the tri-state area of New York City, northern New Jersey, Pennsylvania and the Washington, D.C. area. We have already received inquiries for travel guides and have seen an increase in social media activity. With regard to regional projects, they continue to work to secure a National Heritage Area designation for the Finger Lakes tourism region. Congressman Reed and Senator Gillibrand have both signed on to support legislation for this designation. Hopefully we will see an original bill signed into Legislation so we can conduct a feasibility study. She stated this year she does not expect to request an increase in funding.

B. Steuben County Soil & Water Conservation District

1. **Activities Update** – Mr. Parker stated we did have some damage in Avoca and the northeast portion of Cohocton from storms this past week. Mainly the damage was road ditch erosion, plugged culverts and bridge debris. There does not appear to be enough damage for a federal declaration.

Mr. Parker reviewed his activities report. To-date, ten landowners and thirteen towns are on the Streambank Stabilization Program, totaling \$262,463 for this year. Staff has been working on numerous programs. The district submitted 43 applications totaling over \$3 million under the Southern Tier Agricultural Industry Enhancement Program. To-date there has been no announcement from the Governor on the award. Once the announcement is made, the District will be working with the landowners to develop contracts for the funding. The next round of applications will begin July 11, 2016. Mr. Parker stated they have secured a contribution agreement with NRCS (National Resources Conservation Services) totaling \$60,000 with a cost share of 75/25. Our staff assists NRCS on implementing their conservation programs. To-date there are 250 active contracts totaling \$6 million for EQIP (Environmental Quality Incentive Program), CSP (Conservation Stewardship Program), WHIP (Wildlife Habitat Incentive Program) and CBWI (Chesapeake Bay Watershed Initiative); and 33 permanent and 30 year WRP (Wetland Reserve Program) easements.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Wednesday, July 6, 2016

10:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, June 29, 2016.

IV. OUTSIDE AGENCIES

A. Finger Lakes Wine Country

1. **2017 Budget Presentation** – Ms. Poland thanked the committee very much for what you do for us. Without your support, our tourism industry would not be as strong and vibrant. She stated that she mailed out invitations to her annual picnic, which will be held on Thursday, July 14th, 2016 at 5:30 p.m.

Ms. Poland commented Finger Lakes Wine Country is a tourism marketing association for the Finger Lakes Region encompassing Steuben, Chemung, Schuyler and Yates counties. For the past three years, we have asked for a budget of \$105,000. For every dollar you contribute, Corning Enterprises matches that amount. That means we receive funding from Steuben County totaling \$210,000 annually. The benefits to Steuben County include digital marketing, twelve social media features and consumer lead shares. You also get access to media relations, which is the most important thing that we do. Our 2017 request remains the same at \$105,000. We are very efficient with what we do, as 30 percent of our budget is administrative and 70 percent is program.

Ms. Poland stated she applauds the decision to hire Jake Buganski as the Executive Director of the Steuben County Conference & Visitors' Bureau. He is phenomenal. Kudos to you for finding him and bringing him on board.

Ms. Poland stated this past spring we conducted a visitor profile. The last market analysis was done back in 1998 which was when Finger Lakes Wine Country was developed. We are finding that we are doing a good job of bringing the 45 – 65 year olds with significant disposable money to the region. Also, 81 percent of visitors have visited the area five or more times. This is unheard of in the tourism industry and the number one reason for this is word of mouth advertising. One of the things we want to work on is getting more, and better, front line customer service.

Mr. Farrand asked how are the room tax numbers looking? Mr. Wheeler replied they are okay. We are hoping to have the same general pot of money to work with. Ms. Poland commented that room tax collections in 2015 were \$985,000 and we are trending that they will be 3 – 5 percent higher for 2016.

MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Wednesday, August 3, 2016

10:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, July 27, 2016.

STEBEN COUNTY AGRICULTURE, INDUSTRY & PLANNING COMMITTEE

Wednesday, August 3, 2016

10:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath NY 14810*

****MINUTES****

COMMITTEE:	Robin K. Lattimer, Chair John V. Malter	K. Michael Hanna, Vice Chair Robert V. Nichols	Dan C. Farrand
STAFF:	Jack K. Wheeler Eric Rose	Mitchell Alger Alan Reed	Amy Dlugos
LEGISLATORS:	Joseph J. Hauryski	Carol A. Ferratella	Hilda T. Lando
OTHERS:	Mary Perham Jake Buganski, Executive Director, Steuben County Conference & Visitors' Bureau Larkin Podsiedlik, Executive Director, Cornell Cooperative Extension		

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:00 a.m. and asked Mr. Rose to lead the Pledge of Allegiance.

Ms. Lattimer stated that she has received many comments from people visiting the County Office Building, and they have been very pleased with how the building looks. Good job! Mr. Rose stated thank you. He will pass that on to his staff.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 6, 2016, MEETING MADE BY MR. FARRAND. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. OTHER

A. **Economic Development** – Mr. Hauryski stated that Mr. Wheeler will be sending out information regarding the final action plan to support economic development. This action plan is the final product of the work our consultant, Susan Payne, did. He stated that he would like this committee to concentrate on page six of the report, which is the recommended action plan for the county. There are ten points that are spelled out. We often are spending taxpayer dollars and doing studies and we get the reports, which end up on the bookshelf. He is totally opposed to that methodology. Mr. Hauryski stated he is challenging Mr. Wheeler, Mr. Alger and the AIP Committee to look at what we can do to get ourselves in a position to have more of an impact on economic development in the county. We need to start thinking outside of the box. He stated one of the topics of great concern is workforce development. He has suggested Mr. Wheeler facilitate a meeting with school guidance counselors, BOCES and school superintendents. Mr. Wheeler will be looking into this. This is an example of what he would like to see us do more of. One other aspect is that he felt the Chairman's Meeting went well. He would like us to not let the negativity get out in front of us. There are a lot of good things going on and we need to promote the good. There is a lot we can do.

Mrs. Lando announced the hotel in Corning is going to start building and this will help with economic development. Also, the Corning City Council approved a private-public partnership with the City of Corning Housing Strategy Committee, Arbor Development and Three Rivers to help with the city's housing strategy, which will branch into economic development.

IV. DEPARTMENTAL REQUESTS

A. Planning

1. **Setting Public Hearing on Agricultural District No. 7** – Mrs. Dlugos requested authorization to set the Public Hearing for the eight-year review of Agricultural No. 7. This district encompasses land in Wayland, Cohocton, Fremont, Hartsville and Hornellsville.

MOTION: AUTHORIZING A PUBLIC HEARING ON THE EIGHT-YEAR REVIEW OF AGRICULTURAL DISTRICT NO. 7 MADE BY MR. NICHOLS. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Commencing Review of Agricultural District No. 2** – Mrs. Dlugos requested authorization to commence the eight-year review of Agricultural District No. 2 which encompasses the east side of Keuka Lake, Bath and Bradford.

MOTION: COMMENCING THE EIGHT-YEAR REVIEW OF AGRICULTURAL DISTRICT NO. 2 MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Setting Public Hearing for the CDBG Well and Septic Program** – Mrs. Dlugos requested authorization to set the Public Hearing for the Community Development Block Grant Well and Septic Program, and requested authorization to apply for grant funds of \$198,000.

Mr. Farrand asked is there a way for people on welfare who are behind on taxes or on land contracts to be eligible for this program? Mrs. Dlugos replied applicants need to be the homeowner with a deed. She stated that she can look to see if there are any other programs available. Ms. Lattimer suggested looking at housing programs such as Bishop Sheen, and ProAction also has a program. Mr. Farrand commented he does not think the town supervisors or town clerks know about the well and septic program. He suggested providing brochures on this program to the town clerks. Ms. Lattimer asked how many households were assisted last year? Mrs. Dlugos replied 20.

MOTION: AUTHORIZING A PUBLIC HEARING ON THE COMMUNITY DEVELOPMENT BLOCK GRANT WELL AND SEPTIC PROGRAM AND AUTHORIZING THE PLANNING DIRECTOR TO SUBMIT AN APPLICATION TO RECEIVE GRANT FUNDS IN THE AMOUNT OF \$198,000 MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **Transportation Study** – Mrs. Dlugos requested authorization to enter into an agreement with Southern Tier Central to work on the transportation study. This study will analyze how to better coordinate with the human service agencies and workforce. This study will be done over two years and the match will be provided by the Institute for Human Services. The \$53,000 for this study will be funded in part, with money we received from the Appalachian Development Transportation Assistance Program. We expect the study to be completed by December 31, 2017.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO CONTRACT WITH SOUTHERN TIER CENTRAL REGIONAL PLANNING AND DEVELOPMENT BOARD TO COMPLETE A TRANSPORTATION STUDY FOR A TOTAL COST OF \$53,000 WHICH CONSISTS OF STATE AND FEDERAL FUNDING, AND AN IN-KIND MATCH THROUGH THE INSTITUTE FOR HUMAN SERVICES MADE BY MR. HANNA. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Agricultural and Farmland Protection Board – School Field Trips** – Mrs. Dlugos informed the committee that this year they did not have a farm willing to host farm-city day. She has been working with Ms. Podsiedlik of Cornell Cooperative Extension to schedule some school field trips for second graders. Ms.

Podsiedlik stated we would like to hold these field trips during the first three weeks of October. There are four farms in the County who will be participating. We do have the Karr Farm which will host farm-city day in 2017.

Ms. Podsiedlik reminded the committee that the Steuben County Fair will be held August 16th – 21st. She encouraged everyone to look at the 4-H and agricultural displays.

B. County Manager

1. **Wind Farms** – Mr. Wheeler stated that we have received letters from Eight Point Wind, LLC and Canisteo Wind Energy, LLC relative to a certificate of environmental compatibility and public need pursuant to Article 10 for construction of a wind energy project in Steuben County. Article 10 is a process by which the State creates a local siting review board for the wind project. The representatives are appointed by the Senate, Assembly and the Governor. As County Manager, he is required to submit the names of four individuals for each project. No action is required by the committee at this time. Of the four names submitted for each project, two will be appointed to each project. He asked the committee to think about members in the community who might be interested. The only restriction is that the individuals cannot hold public office, should not have financial interest in the project, no elected officials, and should be neutral in their opinion of windfarms.

Mr. Wheeler stated the Eight Point Wind Project will be in the towns of Canisteo, Greenwood, Hartsville, Hornellsville, Jasper, Troupsburg and West Union. The Canisteo Wind Project will be in the towns of Cameron, Canisteo, Greenwood, Hornellsville, Jasper, Troupsburg and West Union.

IV. OUTSIDE AGENCIES

A. Steuben County Conference & Visitors' Bureau

1. **2017 Budget Presentation** – Mr. Buganski, Executive Director, presented a PowerPoint presentation outlining the 2016 mid-year update and 2017 budget request. He stated their mission is to aggressively promote the visitor industry year round and thereby stimulate economic growth. Activities during the first six months of the year included hosting nearly 1,500 visitors for the Glass Art Society's annual convention which took place in June; reorganized the CVB website to prioritize glass and fine arts, as well as to improve usability; and hosted a series of tourism town halls to garner feedback in advance of their board retreat and strategic planning session. They also created several pilot tours that will be offered during the Wineglass Marathon. Our goal is to create these tours to enhance participant experience and eventually if they become popular, turn that over to a private sector tour company. We also have connected with AirBnB to pursue the collection of occupancy tax on vacation rentals. AirBnB is one of the largest vacation rental vendors. If we were to sign an agreement with them, the occupancy tax collection would be part of the transaction. We are just in the first steps of discussing this possibly. Mr. Wheeler commented the collection of occupancy tax on vacation rentals is a very controversial issue.

Mr. Buganski stated in 2015, tourism in Steuben County generated \$128,887,000. Without tourism, each household in the county would have had to pay an additional \$393 in taxes to maintain the current level of public services. Tourism sustained 2,256 jobs within the county generating \$24 million in employment and tax income. The average occupancy tax collected from 2011 – 2015 was \$913,190 with the average budget for CVB for that same time period being \$700,000. The average return on investment for that same period is \$147 for every dollar invested. Mr. Buganski requested a total budget of \$785,555.75, which includes a supplement request of \$35,000 for a special program. They have identified a need for customer service/hospitality training and orientation for front-line staff. Several of our regional stakeholders have expressed an interest in sharing the cost of such a program. The source of this budget would be the 2015 occupancy tax surplus, assuming that the reserve fund balance is stable.

Mr. Buganski stated that the average U.S. destination marketing organization budget is \$3.39 million. Looking ahead, we need to look at collaborating with our neighboring counties of Schuyler, Chemung and Yates. He is proposing a five year timeline for exploring this collaboration. To start, we would explore the logistics of condensing or combining our regional tourism websites and/or collateral materials. If everyone is in agreement, then the second year we would actually condense or combine those resources. The third year we would explore

the possibility of sharing staff and other resources to streamline operations and attract funding. Year four would center around creating a centrally-housed regional tourism cooperative with satellite county offices. The final year, again, if everything else has fallen into place, we would look to merge organizations or continue to work as a cooperative.

Ms. Lattimer stated we have received budget requests from Finger Lakes Tourism for \$18,500 which is flat; Arts of the Southern Finger Lakes for \$36,700 which is an increase of \$1,000 and Cornell Cooperative Extension for \$375,000 which is an increase of \$10,000. Mr. Wheeler commented Cornell Cooperative Extension is a General Fund allocation. The others are funded by room tax. The reserve gives you the flexibility to consider some of these special requests. In the past we have funded special projects.

MOTION: TO ADJOURN MADE BY MR. MALTER. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Wednesday, September 7, 2016

10:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, August 31, 2016.

STEBEN COUNTY AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE

Wednesday, September 7, 2016

10:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair K. Michael Hanna, Vice Chair John V. Malter

STAFF: Jack K. Wheeler Mitchell Alger Jennifer Prossick
Eric Rose Matt Sousa Andy Morse

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Kelly H. Fitzpatrick
Hilda T. Lando

ABSENT: Dan C. Farrand Robert V. Nichols

OTHERS: James C. Johnson, Executive Director, Steuben County Industrial Development Agency
Jill Staats, Steuben County Industrial Development Agency
Larkin Podsiedlik, Executive Director, Cornell Cooperative Extension
Mary Perham

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:00 a.m. and asked Ms. Fitzpatrick to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 3, 2016, MEETING MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS

A. Planning

1. **Modifying and Adopting Agricultural District No. Seven As a Result of Eight-Year Review**

– Mr. Sousa requested the committee modify and adopt Agricultural District No. Seven as a result of the eight-year review. This district is within the towns of Dansville, Fremont, Hornell, Hornellsville, Hartsville, Howard and Canisteo.

MOTION: MODIFYING AND ADOPTING AGRICULTURAL DISTRICT NO. SEVEN AS A RESULT OF THE EIGHT-YEAR REVIEW MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. *Resolution Required.*

B. Buildings & Grounds

1. **Bid Award for Courthouse/Clerk's Roof** – Mr. Rose informed the committee they received two

bids for the roof replacement of the Courthouse and Clerk's/Surrogates Building from A. W. Farrell and Weathermaster. He recommended awarding to the low bidder, A. W. Farrell for a total cost of \$433,000. This includes the replacement of the roof on the Courthouse, the Clerk's/Surrogates Building, fixing the drain on the County Office Building and fixing the Cupola on the Courthouse.

Mr. Wheeler stated we have \$350,000 in the capital project for the Courthouse, however, we had also wanted to get a quote for the Clerk's/Surrogates Building. He recommended doing all the projects and to transfer \$83,000 from the Building Repairs and Renovations to the capital project.

MOTION: AWARDING THE BID FOR THE COURTHOUSE/CLERK'S ROOF REPLACEMENT TO THE LOW BIDDER, A. W. FARRELL, FOR A TOTAL COST OF \$433,000 AND AUTHORIZING A TRANSFER OF \$83,000 FROM THE BUILDING REPAIRS AND RENOVATIONS RESERVE TO THE CAPITAL PROJECT ENTITLED STEEL ROOFS FOR COURTHOUSE MADE BY MR. MALTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

Mr. Wheeler also recommended the committee declare the roof replacement project a maintenance activity, Type II under SEQR.

MOTION: DECLARING THE COURTHOUSE/CLERK'S ROOF REPLACEMENT PROJECT A TYPE II MAINTENANCE ACTIVITY FOR SEQR PURPOSES MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Bid Award for Boiler Repairs at Old Health Care Facility** – Mr. Rose stated they received one bid from K and E Fabricating Company, Inc. They will be replacing the internal parts on one of the boilers. He recommended awarding for a total cost of \$18,746.

MOTION: AWARDING THE BID FOR BOILER REPAIRS AT THE OLD HEALTH CARE FACILITY TO K AND E FABRICATING COMPANY, INC. FOR A TOTAL COST OF \$18,746 MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

IV. OUTSIDE AGENCIES

A. Steuben County Industrial Development Agency

1. Activities Update

- a. *Urbana Hotel* – The Urbana Hotel opened at the beginning of the summer.
- b. *Manufacturing Automation Systems (MAS)* – They are purchasing the old Lindley-Presho School and are working on rezoning. This is primarily an engineering firm and they want to bring their manufacturing in-house and anticipate adding six new employees.
- c. *Southern Tier Provisions* – They have submitted a consolidated funding application for the expansion of their cooler and retail showroom area.
- d. *Corning Hospital* – The redevelopment of the Corning Hospital site is consuming a significant amount of time. The State did issue a \$6 million incentive for the project. However, the Department of Health called and we will have to pay prevailing wage for this project. Additionally, the Governor had arbitrarily set a goal regarding minority- and woman-owned business enterprise (MWBE) requirements. This is presenting a very big issue for this project as we are required to meet a goal of 35 percent. Under the Governor's goals, if you cannot hit the percent, then you have to go through a waiver process which takes 12 – 18 months, and additionally, they cut your State assistance by the amount you are unable to meet the established goal. On this particular project, this has increased the project costs by \$600,000 and is hurting our local contractors. We are seeing a \$1.3 million cost increase due to prevailing wage and MWBE.
- e. *Corning Hotel Project* – We have secured additional funding from Empire State Development and Senator O'Mara. Currently, they are in the process of tying up loose ends and it is anticipated that the contractors will be onsite within the next couple of weeks.

f. *Alstom* – Alstom has a contract with Amtrak to build next generation trains. This sets up the Hornell site to be the world leader in this new technology. We have partnered with the Hornell Industrial Development Agency and have a consultant to facilitate the \$35 million URI. They will be looking at an infrastructure upgrade, supply chain development and workforce development. We will be looking to develop a supply chain center of excellence in Hornell and are working with the current supply chain in Europe to supply Hornell. We also will be working with educational institutions. Alstom will need 200 more engineers within the next few months, in addition to 300 – 400 more employees to work production.

g. *Kraft* – The process is still ongoing.

h. *Wind Development* – There are three projects looking to take place within the County; Baron, Canisteo Wind and Eight Point. These companies are working through the Article 10 process and if all goes through, we will see a total of 300 megawatts, which equates to \$1.5 million in new tax revenue to various communities. There is a concern about the distance between Hornell and Bath. The turbines for these projects will be larger; 100 feet taller and generate 4 megawatts per tower.

i. *New York State Economic Development Conference* – Mr. Johnson informed the committee they will be hosting this event October 18th and October 19th at the Radisson in Corning. This is a huge honor to be able to host.

j. *I-86 Corridor* – They are looking at development opportunities, specifically in Painted Post and Erwin. One area of focus has been on the Workforce Development Subcommittee. They published a report that showed 30 percent of the labor pool within the area will retire within the next 5 – 10 years. That equates to 7,000 employees that we will need to replace. Those numbers do not take into account growth. This is a huge issue. We have presented our findings to CSS Workforce and have requested Corning Community College take a more proactive approach in managing this workforce issue. Mr. Wheeler commented this is a logical fit for CSS Workforce, and they have a new director, Dan Porter. Mr. Hauryski commented he met with Mr. Porter this morning and he was very impressed. Mr. Porter has a lot to do to turn things around. Mr. Johnson commented this is a national problem.

k. *Empire State Development* – Mr. Johnson stated they recently hosted an individual representing the Marketing Strategy Division of Empire State Development. This is the first time that they have looked at tourism as a major industry sector.

l. *Keuka Lake Waterfront* – Work continues on this project.

m. *Philips* – There has been an amendment to the Brownfield application. They are now in the Public Hearing period. The hope is to have the building on the market during the first quarter of next year.

n. *Cohocton Wind Project* – Sun Energy has filed Chapter 11 Bankruptcy and is undergoing reorganization. They are current on their PILOTS with us and at this point, business is as usual.

V. OTHER BUSINESS

A. *Cooperative Extension* – Ms. Podsiedlik informed the committee that the County Fair went very well and we had many 4-H participants. This year we were able to send numerous 4-H exhibits to the State Fair. The Outdoor Show will be held October 8th and October 9th. Farm-City Day will be held the first week in October for the various school districts. She also informed the committee that they have posted a calendar of upcoming events.

MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Wednesday, October 5, 2016

10:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, September 28, 2016.

STEUBEN COUNTY AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE

Wednesday, 5, 2016

10:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MEETING CANCELLED****