

STEBEN COUNTY AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE

Wednesday, June 1, 2016

10:00 a.m.

*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 Wheeler Mitchell Alger Amy Dlugos
 Andy Morse Shawn Corey

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

OTHERS: Cindy Kimble, President, Finger Lakes Tourism Alliance
 Jeff Parker, District Manager, Steuben County Soil & Water Conservation District
 Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 4, 2016, MEETING MADE BY MR. FARRAND. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Buildings & Grounds

1. **Update on Possible Old HCF Repairs** – Mr. Wheeler informed the committee that they have had issues with one of the boilers. Our lease agreement with Centers is that we are required to pay for utilities and any maintenance that may be required. We do not pay rent. He requested authorization to bid the repairs on the boiler. We have an estimate that the cost will be between \$15,000 - \$20,000. Considering the costs to operate the building, we are still getting a good deal as we pay approximately \$50,000 per year for utilities. When you compare that to paying rent on a square foot cost, we would be looking at a minimum of \$100,000 per year.

Mr. Farrand asked do you know what the Center’s intentions are for the old facility? Mr. Wheeler replied no. What they will do with the facility is more dependent upon our timeframe. Mr. Farrand commented that he does not want to spend money on the boiler if they are just going to tear the building down. Mr. Morse commented they will be replacing the heat exchanger tubes.

MOTION: AUTHORIZING THE SUPERINTENDENT OF BUILDINGS AND GROUNDS, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR THE REPAIR TO THE BOILER AT THE OLD HEALTH CARE FACILITY MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Bath Courthouse Roof Replacement** – Mr. Wheeler requested authorization to solicit bids for the roof replacement on the Bath Courthouse. He distributed pictures that show the current roof. We would like to re-roof with steel sheet metal and that will go over the existing roof.

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.