

STEBEN COUNTY AGRICULTURE, INDUSTRY & PLANNING COMMITTEE

Wednesday, August 1, 2018

9:30 a.m.

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

****MINUTES****

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

STAFF: Jack K. Wheeler Mitchell Alger Amy Dlugos
Jennifer Prossick

LEGISLATORS: Carol A. Ferratella Kelly H. Fitzpatrick Hilda T. Lando
Steven P. Maio

OTHERS: Larkin Podsiedlik, Executive Director, Cornell Cooperative Extension
Brian Hildreth, Executive Director, Southern Tier Library System
Erika Jenns, Engagement Consultant, Southern Tier Library System
Keturah Cappadonia, Outreach Consultant, Southern Tier Library System
Pauline Emery, Director, Southeast Steuben County Library
Phil Trautman, Director, Cohocton Public Library
Candy Wilson, Director, Savona Free Library
Justin Zeh, Director, Avoca and Prattsburgh Free Libraries
Marsha Watson, Director, Hammondsport Public Library
Mary Perham
James Post, *The Leader*

ABSENT: Robert V. Nichols

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 9:30 a.m. and asked Ms. Fitzpatrick to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 9, 2018, MEETING MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Planning

1. **Modifying and Adopting Agricultural District No. 3 as a Result of Eight-Year Review** – Ms. Dlugos requested authorization to modify and adopt Agricultural District No. 3 as a result of the eight-year review. This district includes areas in Prattsburgh, Pulteney, Urbana, Wheeler and Avoca.

MOTION: MODIFYING AND ADOPTING AGRICULTURAL DISTRICT NO. 3 AS A RESULT OF THE EIGHT-YEAR REVIEW MADE BY MR. MALTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Fair Housing Plan** – Mrs. Dlugos informed the committee that they have done an update of the 2006 Fair Housing Plan. When we originally did the plan in 2006, we were not taking advantage of social media

or webpages to promote fair housing. The New York State Office of Community Renewal is informing us that we need to do more to promote fair housing. They are also adding a new annual report specific to fair housing. Since we are a recipient of Community Development Block Grant funds, we are required to affirmatively further fair housing in our communities.

MOTION: REAFFIRMING THE COMMITMENT OF STEUBEN COUNTY TO AFFIRMATIVELY FURTHER FAIR HOUSING BY UPDATING AND ADOPTING A COUNTY FAIR HOUSING PLAN MADE BY MR. HANNA. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Accepting 2018 – 2019 Accelerated Transit Capital Grant** – Mrs. Dlugos informed the committee that the Transit Capital Grant is funding offered every year through New York State Department of Transportation (NYSDOT). This year we applied for \$4,500 which will cover the local cost for providing WiFi on all transit buses. Any funds that are not used are rolled over into future years. This funding may only be used for items that will last ten years.

Mr. Ryan asked how many buses does the County operate? Mrs. Dlugos replied the County operates four buses.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO ACCEPT \$4,500 IN 2018 – 2019 ACCERATED TRANSIT CAPITAL GRANT FUNDS MADE BY MR. MALTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

4. **Accepting Federal 5311 Capital Projects Funding** – Mrs. Dlugos distributed a handout depicting the 2017 – 2018 Federal 5311 Capital Projects Funding. We apply for these funds every two years. She noted that the 2017 Capital funding is for new technology. We had requested funding to install WiFi connections on all buses for the integrated fare system. The WiFi will also allow for the location of buses in real time and provide for rider notification. The riders will also be able to use the WiFi. The total project cost is \$45,000 to outfit all of the buses in the system, including HATS, CTRAN, ARC, etc. The local match is \$4,500 which you had approved in the previous motion.

Mrs. Dlugos stated the total amount of funds awarded is \$953,017 and the total projects cost is \$1,493,687. She requested authorization to accept this funding and appropriate to the various capital projects.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO ACCEPT 2017 – 2018 FEDERAL 5311 CAPITAL PROJECTS FUNDING AND APPROPRIATE TO VARIOUS TRANSIT CAPITAL PROJECTS MADE BY MR. RYAN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

5. **Appalachian Regional Commission Grant Application** – Mrs. Dlugos requested authorization to submit an Appalachian Regional Commission (ARC) Grant Application to conduct a County Housing Demand Analysis Study. She stated with the new housing development occurring in Hornell, a housing study was done to show the need for 240 additional units of housing. A similar study was done in Corning as part of the I-86 Innovation Corridor project. We need to do a housing analysis countywide which would be helpful for certain investments, as they would need to have an independent third party analysis. This would also include an update for the Hornell and Corning areas. Mrs. Dlugos stated this study would look at the rest of the County, concentrating on population and employment areas including Bath, Wayland and Hammondsport. In the end, we would have a countywide housing gap analysis. We would also have recommendations and strategies of how to address those housing gaps. Mrs. Dlugos explained this application would require a 50 percent match. The estimated cost for the study is \$25,000 with the 50 percent match being \$12,500.

Mr. Ryan commented his concern is employment is cyclical and now Hornell is experiencing a big boom. Mrs. Dlugos replied this study ties into the regional economic development process and the strategy for creating

vibrant communities. This also ties in with the workforce study which showed that one of the major issues was having adequate housing.

Mr. Wheeler commented the central part of the county never underwent a housing gap analysis and this could help out with grant applications; for example for the land bank. The study would be worth it. If you approve, this would be budgeted for in the 2019 budget as a line item.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO SUBMIT AN APPLICATION FOR APPALACHIAN REGIONAL COMMISSION GRANT FUNDS TO CONDUCT A COUNTYWIDE HOUSING DEMAND ANALYSIS STUDY AND DIRECTING THE BUDGET OFFICER TO INCLUDE A LINE ITEM IN THE 2019 BUDGET FOR THE REQUIRED 50 PERCENT MATCH OF \$12,500.00 MADE BY MR. MALTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Public Hearing – CDBG Programs** – Mrs. Dlugos informed the committee that they are required to hold public hearings on community development needs in order to apply for funding. She requested authorization to hold this public hearing at the August 27th Legislative meeting.

MOTION: AUTHORIZING A PUBLIC HEARING ON COMMUNITY DEVELOPMENT NEEDS DURING THE AUGUST 27, 2018, LEGISLATIVE MEETING MADE BY MR. HANNA. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

7. **CDBG Well and Septic Funds** – Mrs. Dlugos requested authorization to submit her annual application for CDBG Well and Septic funds, in conjunction with Arbor Development.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO SUBMIT AN APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) WELL AND SEPTIC FUNDS MADE BY MR. MALTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

8. **Contract Approval – Mobility Management Services** – Mrs. Dlugos requested authorization to contract with the Institute for Human Services to provide Mobility Management Services. She explained they do a new contract for each grant cycle.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES FOR THE PROVISION OF MOBILITY MANAGEMENT SERVICES MADE BY MR. RYAN. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. OUTSIDE AGENCIES

A. Southern Tier Library System

1. **2019 Budget Presentation** – Mr. Hildreth thanked the committee for allowing them to come back and talk about the work we have done and what we are planning to do in 2019. He stated he brought some representatives from the area libraries who will also speak briefly and they introduced themselves.

Mr. Hildreth stated the Southern Tier Library System is partnering with the County on rural broadband. The Avoca and Howard Libraries are the last two libraries to be connected to the Southern Tier Network. There are only three libraries that are not connected due to the upfront costs involved, but we are hopeful to get them connected in the future. Those libraries are Arkport, Greenwood and Atlanta. He stated they received new funding from Assemblyman Palmesano for new internet connectivity. With that funding we were able to purchase two wireless hotspot devices that are being used at the Cohocton library. Patrons may sign out those devices and bring them home where internet service would otherwise not be available. This funding will allow us to do this with all seventeen libraries in the County. We will absorb the cost for these devices for the first eighteen months and then determine if that cost will be sustainable going forward.

Mr. Trautman, Cohocton Public Library, stated we have two devices at our library. We chose Verizon as our service provider and have had really positive results. We anticipate that we will definitely continue this program into 2019.

Mr. Hildreth stated with the broadband study the County recently did, it shows the demand. For 2019, we will meet with ECC and STN to look at what we can do with those connections and how can we broadcast that signal out. We are looking into being able to provide free WiFi access.

Legislator Hanna was excused from the meeting.

Marsha Watson, Hammondsport Public Library, stated that one of the stops the transit buses are making are to public libraries. A library, in a small community, becomes a community center. She thanked the Legislature for their continued support. We have wonderful programs at our library and at this very moment, we have about 60 people at a preschool literacy program which also includes parent networking.

Pauline Emery, Southeast Steuben County Library, thanked the Legislature for their support. It is essential to have a strong library and strong community. We have been partnering with the food bank and every Wednesday we have a produce market.

Justin Zeh, Avoca and Prattsburgh Free Libraries, thanked the Legislature for their support. Mr. Zeh stated both Avoca and Prattsburgh Libraries offer summer and after-school programs. The dark fiber has been a huge help and now job seekers can bring in their own devices and we have more capabilities than with the desktop. In Avoca, we have a veteran who is able to come in and work on their VA paperwork. We appreciate the County's support.

Candy Watson, Savona Free Library, stated we are currently running our middle of summer read program. All of the libraries hold multiple events and our summer read program is our biggest. Our staff gets to know all the kids who come through our doors. Having the internet is one way to get the kids to come into the library. We also have electronic books and magazines that are available.

Phil Trautman, Cohocton Public Library, stated they will be partnering with ProAction starting in September to offer a pre-k program on Mondays, Wednesdays and Fridays for 8 – 10 kids for early literacy story time. We have more flexibility in our budgets due to the support we receive from the County. Thank you for your continued support.

Mr. Ryan commented the Canisteo Library does a fantastic job and there is something going on all the time.

Ms. Lattimer commented we appreciate your annual visit. We are very well aware of how libraries, in the past 15 – 20 years, have gone through a resurgence with the advent of electronics and internet. The patronage at the libraries has gone through the roof. The communities rely heavily upon the libraries.

B. Cornell Cooperative Extension

1. **2019 Budget Presentation** – Ms. Podsiedlik stated we have a new vision, which is a strong community in which residents thrive; maintaining health, self-reliance and prosperity. Going along with that, our new mission is to build strong communities through education and collaboration in the areas of agriculture, natural resources, financial literacy, nutrition education and 4-H youth development. She stated our Horticulture and Local Foods Educator, Stephanie Mehlenbacher has taken a job with the Avoca Central School District.

a. *Farm-City Day* - Ms. Podsiedlik informed the committee that this year, Farm-City Day will be held September 27th and 29th at the Moss-VanWie Farm in Canisteo. School day will be Thursday, September 27th and public day will be Saturday, September 29th.

b. *Finger Lakes Farm Country* – This is an agritourism collaboration with the Steuben County Conference & Visitors’ Bureau, along with other tourism agencies, that is funded through the Appalachian Regional Commission. The Education Committee has identified marketing as a primary education opportunity. The Marketing Committee received five bids for a website and the top three companies will make presentations in August. This new website will be very interactive and is expected to roll out in January. We are also prepping farmers for TBEX, which will be held in September.

c. *Farm to Cafeteria* – We have received a two-year grant, however, no contract as of yet. Two taste-test events have been held at Campbell-Savona and Hammondspport Schools. We continue to hold regular committee meetings and are planning a tour of Palmers’ Food Service. Ms. Podsiedlik commented they will be holding informational sessions for farm to school in the fall. We may need to contract out for GAPs training which focuses on food safety on farms skills.

d. *Master Gardener* – Ms. Podsiedlik stated they are in the process of reviving this program and are actively recruiting new master gardeners. There will be a master gardener volunteer training in the fall and the spring and once that training is complete, those individuals will be able to answer questions and provide the home gardening program.

e. *2017 Expenditures* – Ms. Podsiedlik reviewed their 2017 expenditures. With the County’s continued support, we will be able to leverage an additional \$839,000 in funds for 2019. Most of the funding goes toward staff salaries, however, no one position is 100 percent funded. The remaining funds are divided among other areas. The County appropriation allows us to be flexible and do the things that we need to do. This also looks very good when we apply for grants. With the help of your funding, we were able to focus on two new and different programs this year, both through the USDA. The first was the implementation of Feral Swine meetings to educate homeowners about this invasive species. The second program is the “Affordable Ways to Mend Your Home”. This program is also sponsored by the USDA and teaches affordable ways for homeowners to fix their homes.

f. *2019 Budget Request* – Ms. Podsiedlik stated this year she is requesting an increase just for COLA increases. The last COLA increase for county-funded staff was in 2016 and the cost of living has increased 4 percent from 2016 – 2018. She is asking the County support 49 percent of that COLA increase which equates to \$8,000, bringing the total request for 2019 to \$390,000.

g. *2019 Outlook* – Ms. Podsiedlik stated with Agriculture, they will be hiring staff and addressing needs and continue to work on the TasteFLXpo, Agritourism, Farm to Cafeteria, and Natural Resources. They will also be working to develop a stronger connection to Cornell. Cornell has the NE Center for Vector Borne Diseases and they are looking for a place to host interns and research projects. She stated that she has been talking with Public Health and this may be a great opportunity to get involved with that.

Ms. Podsiedlik stated they will continue to grow the 4-H Program and increase non-traditional offerings as well as offer more summer programming. We want to appeal to and include all youth. Additionally, we are looking to make the annual livestock sale more youth-focused. She stated we want the focus to be about positive youth development and not just livestock.

Ms. Podsiedlik stated their nutrition education programs continue to grow, however, the Farm Bill may affect this. We are also seeing decreased funding for our Financial Literacy Program. She stated they are advocating for a CL224 increase, which is the State funding that allows for Masters level and above positions. That is based on how much funding we receive from the County. If we can get that to pass, that would mean that we could get at least one Masters level position locally, which would be huge. She stated they are also working on their Strategic Plan for 2019 – 2023 and that should be ready by the end of this year.

MOTION: TO ADJOURN MADE BY MR. RYAN. SECONDED BY MR. MALTER. ALL BEING IN FAVOR.
MOTION CARRIES 3-0. (MR. HANNA ABSENT FOR VOTE)

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****
Wednesday, September 5, 2018
Legislative Committee Room
9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, August 29, 2018.