

STEBEN COUNTY AGRICULTURE, INDUSTRY & PLANNING COMMITTEE

Wednesday, January 8, 2020

10:05 a.m.

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

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair K. Michael Hanna, Vice Chair Hilda T. Lando
 Aaron I. Mullen Paul E. Van Caesele

STAFF: Jack K. Wheeler Christopher Brewer Amy Dlugos
 Eric Rose Jennifer Prossick

LEGISLATORS: Scott J. Van Etten Carol A. Ferratella Kelly H. Fitzpatrick
 Jeffrey P. Horton John V. Malter Aaron I. Mullen

OTHERS: Tess McKinley, Executive Director, Cornell Cooperative Extension
 Mary Perham

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:05 a.m. She welcomed Mr. Van Caesele to the committee and to the Legislature. Ms. Lattimer asked Mr. Brewer to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 4, 2019, MEETING MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Planning

1. **Modifying and Adopting Agricultural District No. 6 as a Result of the Eight Year Review –**

Mrs. Dlugos requested authorization to modify and adopt Agricultural District No. 6 as a result of the eight year review. This district is located in the towns of Caton and Campbell.

MOTION: MODIFYING AND ADOPTING AGRICULTURAL DISTRICT NO. 6 AS A RESULT OF THE EIGHT YEAR REVIEW MADE BY MR. MULLEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Accepting a Grant from the Appalachian Regional Commission –** Mrs. Dlugos stated this is the grant they applied for in 2018 to conduct a workforce housing study. The amount of the grant is \$12,500. The results of the study will be due by September 2020.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO ACCEPT AN APPALACHIAN REGIONAL COMMISSION GRANT IN THE AMOUNT OF \$12,500 FOR THE PURPOSE OF CONDUCTING A WORKFORCE HOUSING STUDY MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Approval to Issue RFP for Professional Services for Workforce Housing Study –** Mrs. Dlugos requested authorization to issue an RFP for professional services for the workforce housing study which is being funded by grant funds from the Appalachian Regional Commission.

MOTION: AUTHORIZING THE PLANNING DIRECTOR, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES FOR THE WORKFORCE HOUSING STUDY MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **InterMunicipal Agreement with Town of Addison Relative to Code Enforcement** – Mrs. Dlugos requested authorization for an inter-municipal agreement with the Town of Addison for code enforcement. The only change to the agreement is that previously hours were outlined in the contract and now with the retirement of Mr. Rethmel, instead of office hours, concerns will be addressed on an appointment basis.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT WITH THE TOWN OF ADDISON RELATIVE TO CODE ENFORCEMENT MADE BY MRS. LANDO. SECONDED BY MR. HANNA FOR DISCUSSION.

Mr. Mullen asked are we charging back all of the costs? Mrs. Dlugos explained if there is something that requires a permit, the individual pays the County for the permit and that goes toward covering administrative costs. If there is a complaint and no permit, then Mr. Rethmel keeps track of his hours and mileage and that does get charged back to the town. Mr. Mullen stated he thinks there should be an additional charge to capture staff time for administration and overhead. Ms. Prossick stated she does not know if we are able to do that, but she will look into it.

Mr. Horton asked what would happen if every town said they did not want to do code enforcement? Ms. Lattimer commented that could happen because there is a State statute that requires it. Mr. Horton agrees with charging an amount above and beyond to discourage that from happening.

Mrs. Ferratella stated this is an issue for most of the towns because of the training they have to keep up with and the cost of the position. We had talked before about looking at code enforcement for the County. Mrs. Dlugos stated her office did do a training to look at different ways of stretching that responsibility. Mr. Wheeler stated this is something we have under the Share Services Plan and we will be meeting about a concept for that.

Mr. Van Etten commented everything has changed in the past 15 years with regard to the new requirements for education. The position itself has also changed during this time. The code enforcement officers handle multiple towns and spreads that cost. Mr. Wheeler stated we are also having trouble finding qualified code enforcement officers.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Approval to Purchase Equipment for Transit WiFi System off State Bid** – Mrs. Dlugos informed the committee that the 911 Director, Mr. Hopkins, had suggested that she could purchase the equipment for the transit WiFi off of State bid as the transit system is incorporated into the Emergency Management Plan. Purchasing this equipment off State bid would result in a significant savings.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO PURCHASE EQUIPMENT FOR THE TRANSIT WIFI SYSTEM OFF STATE BID MADE BY MR. MULLEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. County Manager

1. **Contract Renewal – Hornell Humane Society** – Mr. Wheeler requested authorization to renew the contract with the Hornell Humane Society for \$8,500. With this funding the Hornell Humane Society has increased their T-S-N Program (Trap-Spay-Neuter) outside of Hornell to help control the cat population. They also work on the SPIRIT Program with the Sheriff's Office.

MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE CONTRACT WITH THE HORNELL HUMANE SOCIETY FOR \$8,500 ANNUALLY MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **2020 Contract – Empire Zone** – Mr. Wheeler stated this contract is through the Hornell Chamber of Commerce/Hornell Industrial Development Agency for economic development. The annual, budgeted amount is \$15,000. Mrs. Lando commented it would be nice to get a report to see how they are doing.

MOTION: AUTHORIZING THE COUNTY MANAGER TO CONTRACT WITH THE HORNELL CHAMBER OF COMMERCE FOR ECONOMIC DEVELOPMENT FOR AN ANNUAL AMOUNT OF \$15,000 MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OUTSIDE AGENCIES

1. Cornell Cooperative Extension

1. **Supporting Resolution to Increase State Funding to Cornell Cooperative Extensions** – Ms. McKinley stated all of the directors of Extension offices across the State are going to Albany at the end of January to request additional funding support from the State. We have been receiving \$4 million for a number of years and we are asking that they increase that funding to \$8 million.

MOTION: SUPPORTING AN INCREASE IN THE STATE APPROPRIATION FOR CORNELL COOPERATIVE EXTENSION ASSOCIATION TO \$8 MILLION MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

V. OTHER BUSINESS

A. *Newspaper Article* – Ms. Lattimer stated Mr. Malter brought in an article published in yesterday's *Evening Tribune/Spectator* with the headline "Steuben Wages Beat National Average". Steuben was one of only two of the 44 small counties that had an average weekly wage of \$1,095, which is the national average. In Steuben County, 38,000 workers brought home a weekly wage of \$1,127 in weekly wages during the second quarter of 2019, according to the Bureau of Labor Statistics. Allegany County had 13,000 workers that brought in a weekly wage of \$815 and Livingston County workers brought in \$849 in weekly wages, which is well below the national average. The other small County, defined as a County with 75,000 workers or less, was Schenectady with 63,000 workers bringing in weekly wages of \$1,115. Mr. Van Etten commented it would be interesting to get the correlation of the number of available worker wages in relation to the shortage of employees; typically wages increase when there are not enough workers.

B. *Goals* – Ms. Lattimer reminded everyone to think about goals for this year as she would like the committee's input. The department heads will be working on their annual reports. Mr. Wheeler commented the annual reports should be available by mid-February.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

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

**Wednesday, February 5, 2020
Legislative Committee Room
9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, January 29, 2020**