

STEBEN COUNTY AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE

Wednesday, November 6, 2019

9:40 a.m.

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

****MINUTES****

COMMITTEE: Robin K. Lattimer, Vice Chair Hilda T. Lando Aaron I. Mullen
Thomas J. Ryan

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

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Kelly H. Fitzpatrick
John V. Malter Frederick G. Potter Gary D. Swackhamer
Scott J. Van Etten

ABSENT: K. Michael Hanna, Vice Chair

OTHERS: Tess McKinley, Executive Director, Steuben County Cornell Cooperative Extension

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 9:40 a.m.

II. APPROVAL OF MINUTES

Mrs. Lando asked that a correction be made to last month's meeting on page 3, last sentence it should read that Ms. McKinley has previously worked at Catholic Charities in many different capacities, not Cornell Cooperative Extension.

MOTION: APPROVING THE MINUTES OF THE OCTOBER 2, 2019, MEETING AS AMENDED MADE BY MR. RYAN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Planning

1. **Submission of Application for Community Development Block Grant** – Mrs. Dlugos requested authorization to submit an application for a Community Development Block Grant (CDBG) for well and septic replacements, however, this also has an added element for mobile home replacement. We have found a need for this over the years. People have an inadequate well or septic system but their mobile home is old or in such poor shape that we cannot justify the well/septic system investments. Sometimes Arbor has other funds to help in this situation, but she would like to apply for the additional funds that are integrated with the well and septic program. She explained they would replace pre-1978 mobile homes or dilapidated mobile homes with a new mobile home, a modular home or a stick built home that is up to 120 percent larger than their existing mobile home. Mrs. Dlugos stated we can apply for up to \$780,000, but we are not doing that. She is thinking maybe they would schedule three to five homes with each costing \$70,000 - \$80,000.

Mr. Mullen asked if you do this, will this reduce the amount that we can use for well and septic replacement? Mrs. Dlugos replied this would be in addition to. Mr. Mullen asked would this grant award have a negative effective on the well and septic replacements? Mrs. Dlugos replied no; her primary concern is that the original

purpose for the funds is for well and septic replacements. This is a competitive grant and we need to be able to show a need for it.

Mr. Mullen asked who establishes the criteria for the grant? Mrs. Dlugos replied there are pretty strict guidelines that are set by New York State Homes and Community Renewal and we follow those guidelines. We also have a grant administration manual that outlines the criteria. We would need to modify the manual to include the mobile home replacements. We call it a grant, but it is really a deferred loan; the owners need to stay in the property for a certain number of years. With the well and septic replacement, it is five years.

Ms. Lattimer stated she is in favor of improving the housing stock, but she is worried with the mobile homes; what kind of onus are we placing on the family with regard to raised assessment, raised taxes and are we putting them in a position where they are unable to hang onto their home. Mrs. Dlugos stated applicants would need to show all of their assets, savings, income, etc. They will also be looking at whether the applicant will be able to afford the home going forward. There is a very narrow range. She stated she would like to apply for the funding and have it available. Ms. Lattimer commented it is worth a try.

Mr. Mullen asked could we look at the guidelines at the County level? His other concern is if the people selected are not taking care of their current property, he would not want to see us wasting money. Ms. Lattimer stated quite honestly that happens every day. We would only be applying for funds; it does not mean that you have to accept it.

Mrs. Dlugos stated she could let you know what the final application is looking like. She will bring it back to the committee in December with more details. Mr. Mullen stated he just wants to be able to have input, if possible, on the criteria.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO SUBMIT AN APPLICATION TO NEW YORK STATE HOMES AND COMMUNITY RENEWAL FOR A COMMUNITY DEVELOPMENT BLOCK GRANT FOR WELL AND SEPTIC REPLACEMENTS, ALONG WITH MOBILE HOME REPLACEMENTS MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Award Bid for Public Transit Bus WIFI Equipment** – Mrs. Dlugos informed the committee that had put out a bid for WIFI equipment for the public transit buses. After talking with Mr. Morse, she is requesting the committee reject and rebid. There were a couple of issue in the bid package regarding the range of the number of items that we were bidding and that did not include the mobile data package. We need to specify that the routers have to be portable. Additionally, Mr. Morse wrote the bid for each item separately instead of a package, and it needs to be a package.

MOTION: REJECTING THE BIDS FOR PUBLIC TRANSIT BUS WIFI EQUIPMENT AND AUTHORIZING THE PLANNING DIRECTOR, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO REBID MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. County Manager

1. **Coffee Cart** – Mr. Wheeler informed the committee that they do have a proposed resolution to the coffee cart. The equipment was sold from the current operator to Big D and Chef T. Big D and Chef T own the deli at the Lakeview Mini Mart and have already gone through the Department of Health process and certification. He explained in the past what we have done is assigned the contract to the new vendor with the authorization of the committee and Legislature. This vendor is just waiting for final Department of Health approval to provide services here. He would think they should be up and running by December.

MOTION: AUTHORIZING THE ASSIGNMENT OF THE COFFEE CART LEASE TO BIG D AND CHEF T MADE BY MR. RYAN. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
Resolution Required.

IV. OTHER BUSINESS

A. *Bowling Alley* – Mr. Wheeler informed the committee the bowling alley is down and Mr. Rose did a great job of keeping everything on track. The plan going forward is we need to have a design for tying in the drainage and lighting. We will put a little more gravel down and this will be the staging area for the work trailers for the first phase of the construction project. Mr. Malter asked how much debris was there? Mr. Brewer replied they took out 2,100 tons.

B. *Property* – Mr. Van Etten informed the committee that the Erwin Town Hall is closed and just sold for \$64,000; it was a three-story building. The M&T Bank building next door sold for \$121,000. The commercial real estate in Painted Post is not driving a lot of money right now. Mr. Wheeler stated there will be a discussion in Executive Session at next week's Ad Hoc Office Space Committee meeting relative to real estate.

C. *Veteran's Memorial Recreation Area* – Mr. Ryan stated there is a 152 acre of County property located on Call Hill that he wonders if that could be designated as a veteran's memorial recreation area. The purpose is this property would be dedicated to veterans of Steuben County to hunt and recreate on and possibly build a pavilion. Everything would be handled by a board of different legions and they would insure the property. There are a couple of legions that are receptive to the idea. He stated that he would also like to see handicap-accessible shooting sheds. The County would still retain the mineral and timber rights, but the veterans would maintain the property.

Mr. Wheeler stated we will need to figure out who would be allowed to pass through the easement on that parcel. Ms. Prossick stated it took twenty years to get that easement and that is something that we will need to look into. Mr. Ryan stated there are other parcels on that road that the County owns.

Mrs. Lando asked would we get a written agreement from the legions for the use and maintenance of that property? Mr. Ryan replied he thinks there are enough legions, VFW's and veterans clubs that it would not be a problem to maintain the property.

Mr. Mullen stated he is not interested in giving County land away. Can anyone use the property now? Mr. Wheeler replied we do not publicize it as the more you publicize it the more liability you incur. This is something that we can look at and we will also look at the other properties on Call Hill.

D. *Cornell Cooperative Extension Update* – Ms. McKinley stated everything is going really well. Everyone has been very welcoming and we have received some great press. She announced they have two events coming up; The Women's Conference on November 16th and their Annual Meeting on December 5th. The annual meeting will be a trivia night featuring great food and a silent auction. The cost to attend is \$25.00 per person. Ms. McKinely stated they have also welcomed their new dairy specialist who comes to us from California.

MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, December 4, 2019
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON**

****PLEASE NOTE CHANGE** Monday, November 25, 2019 **PLEASE NOTE CHANGE****