



MINUTES
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, March 11, 2020
Sheriff's Office – Training Room, 7445 County House Rd., – 5:30PM

CALL TO ORDER: By Hon. Keith Batman, Chairman opened the meeting at 5:35 p.m.

MEMBERS: Legislators: Michael Didio, Trish Kerr (Vice Chair), Christopher Petrus, Charlie Ripley, Heidi Nightengale

EXCUSED: Legislator Paul Pinckney

OTHERS: Legislators Andrew Dennison, Hans Pecher, Elane Daly, Tim Lattimore, Ryan Foley, County Attorney Christopher Palermo, Director Youth Bureau and Assigned Counsel, Lloyd Hoskins, Sheriff Brian Schenck, Under Sheriff Steve Smith, Captain John Mack, Detective Lt. Frederick Cornelius Cayuga Economic Development Director, Tracy Verrier, Economic Development Specialist, Danielle Szabo, Cayuga Cooperative Extension Associate Director Dan Welch, 9-1-1 Administrator Denise Spingler, Probation Director, Jay DeWispelaere, Tourism Executive Director, Karen Kuhl, Tourism Group Sales and Marketing Manager, Claire Dunlap, Planning Economic Development Stephen Lynch, Director, Suzanne Gauthier, Administrative Assistant, Mary Catalfamo, The Citizen

Sheriff Brian Schenck welcomed the committee to the training center and offered to take the group on a tour of the facilities at the end of the meeting for those interested.

Chairman Batman requested to add a discussion item to the agenda regarding the upcoming Census Complete Count meeting.

MINUTES TO APPROVE: February 12, 2020

Heidi Nightengale motioned to approve the minutes of February 12, 2020, 2nd by Christopher Petrus. All members present voted in favor, passed. March 11, 2020

APPOINTMENTS:

Cayuga County Water Quality Management Agency (WQMA):

Jeff Emerson, 71 Rochester St, Port Byron, NY 13140 – Term, 3-24-20 to 12-31-24

Cayuga County Soil & Water Conservation District, Board of Directors:

Stephen Nemecek, Jr., 3999 Carver Rd., Moravia, NY 13118 – Term, 1-1-20 to 12-31-22

Charlie Ripley motioned to approve the appointments and move to the Legislature for approval, 2nd by Christopher Petrus. All members present voted in favor, passed.

DISCUSSION: re: Cayuga Intergovernmental Organizations - Charlie Ripley

Legislator Ripley presented an overview of the Cayuga Lake Watershed Intermunicipal Organization (IO). The purpose of the Intermunicipal Organization is to bring the watershed municipalities together to work collaboratively on monitoring and restoring the health of the watershed. Currently Cayuga Lake has been evaluated as a potential second source of water for the County. The IO is looking for increased financial support to allow for increased water monitoring.

Steve Lynch further stated a grant from CNYRPDB has been awarded to the IO to assist in researching and applying for funds to provide additional monitoring of the lake waters. The membership fee to join per municipality is \$900 per year. Currently Cayuga County also has a contract with Community Science Institute (CSI) for \$22,000 to support monitoring efforts. The CSI contract is similar to the efforts on Owasco Lake. Chair Batman is seeking legislative interest on whether to pursue membership in the IO and then would need to decide where the funds would come from. Legislator Kerr stated the work being done is very beneficial to our waterbodies. Lynch further explained currently the Owasco Lake Management Council is currently looking for volunteer membership in the Council. The committee had a brief discussion on methods to expand reporting efforts of any sightings of HABS on the lakes. Cayuga Lake currently does not have watershed rules and regulations.

Chair Batman stated will come back next month with a prepared proposal on whether to move forward with joining the IO.

CENUS - Complete County Kick off Meeting - Trish Kerr

Legislator Kerr stated residents will soon be receiving their notices in the mail. The County is eligible to apply for a State Census grant in the amount of \$122,000. Seventy Five percent would go to certified non-profits with the remaining twenty-five percent to school districts, and other municipalities to assist in the outreach of the 2020 Census. The Census Complete Count Committee will be seeking input and proposals from non-profits on how to reach hard to serve areas of the County and hard to serve populations. County staff has been assisting in preparing the solicitation to go out. A resolution will be coming through the legislature to accept the grant and receive the funds. Conversations within the communities will need to reinforce

that the Census is safe and very important. The Census drives Federal representation and funding. The Complete Count Committee encouraged any municipality to participate in the committee to further expand the efforts to reach out to the underrepresented or hard to count areas. The Census count will be important in any redistricting efforts to take place in the future.

Legislature Ripley stated the importance for Towns and Village to complete and/or update their Comprehensive plans which contain vital information for grant opportunities and growth of programs within their communities.

DEPARTMENT UPDATES FOR COMMITTEE:

Steve Lynch (Planning & Economic Development) –

1. Owasco Lake Watershed Rules and Regulations Update Project

UPDATE: A WSRR Steering Committee Meeting is scheduled for Tuesday, March 3, 2020 at 1:00 PM at the SWCD Conference Room at the Natural Resource Center. The project staff will present a summary document providing responses to the ~37 pages of public feedback on the initial Draft Regulations released in April 2019. Staff will also present and review updated Final Proposed Regulations.

A second Steering Committee meeting is being scheduled for mid-March to continue the review and discussion as needed. These discussions, and an additional Steering Committee Meetings if needed, will include opportunities for City of Auburn representatives to share specific concerns on the final Draft Owasco Lake Watershed Regulations before they are transmitted and presented to the Owasco Town Board and Auburn City Council at a future joint meeting.

2. Lake Ontario Resiliency & Economic Development Initiative (REDI)

UPDATE: The State REDI Commission has approved Cayuga County's application for REDI funding for the construction of the new Nature Center Facility at Sterling Nature Center with a total REDI budget of \$4,057,895.00 (representing \$3,855,000 in 95% Grant Funds and \$202,895 in 5% Matching Funds).

This REDI grant is complimented with a 2019 CFA Grant Award through NYS Parks (EPF Grant Program) specifically earmarked for development of bidding/construction documents. These grant funds include \$231,525.00 in state grant funds (75%) and a 25% local match consisting of (\$62,475.00 in cash and \$14,700 for in-kind grant administration).

Staff is working on moving these two grants to contract and subsequent award of professional services for final design and engineering.

3. Erie Canal Trail & Re-watering Project (Town of Brutus & Cayuga County).

UPDATE: A project kick-off meeting of staff and stakeholders is scheduled for Friday, March 6 at 10:00 AM at Town of Brutus Town Offices.

4. Staff to Cayuga County Development Corporation

UPDATE: Planning Department staff to CCDC are currently working with the independent auditors (Bonadio & Co., CPAs) on the CCDC FY19 Financial Audit. The CCDC Board will review the 2019 Audit Report on Wednesday, March 18th at 4PM.

Staff will prepare all required annual reporting to the NYS Authority Budget Office, due by April 1, 2020. Copies of the Annual CCDC financial audit will be submitted to the Chair of the Legislature and County Treasurer upon board approval.

5. Sterling Nature Center Development

UPDATE: A section of Jensvold Road (Town of Sterling Road) currently connects McIntyre Road with the Park Facility, basically acting as the long entry drive into the park from McIntyre Road. The County owns all of the park lands surrounding, and underneath Jensvold Road.

To proceed with the new Nature Center facility development, this roadway will need to be returned to County control.

An appropriate mechanism to restore county control is having the roadbed declared "discontinued" by the Town Highway Superintendent. This action will allow the County to build the facility on what is currently the terminus of Jensvold Road.

Under NYS Highway Law, a local Highway Superintendent, upon petition of adjoining/underlying land owners, can declare a terminal section of a municipal roadway – up to 1000 LF, as "discontinued", thereby extinguishing the municipal ROW over the subject land and retuning full control of the former roadway and ROW to the owners.

The County Attorney is assisting Parks and Planning with county legislature authorization to submit petitions to the Town of Sterling Highway Supervisor to facilitate the sequential discontinuance of Jensvold Road as the project moves forward.

PLANNING RESOLUTION:

3-20-PL-1 Authorizing Cayuga County to award a Professional Services Contract amendment for detail design and cost estimates for certain Deauville Island Capital Improvements at Emerson Park.

Michael Didio motioned to approve and move resolution 3-20-PL-1, 2nd by Christopher Petrus. Director Lynch gave an overview of the project. A brief presentation was given at the February Legislative meeting. The proposal is to complete a detailed design for two capital projects included in the Emerson Park Master Plan.

All members present voted in favor, passed.

- Other Discussion: Sluiceway at Emerson Park

Legislator Didio inquired about the sluiceway at the park and whether any work is scheduled to clean out the sluiceway. Director Lynch had stated a request for proposal had been issued last year; however no contractors responded at that time. The committee stated will follow up with Public Works to continue on the development of a plan to clear the sluiceway.

Vacant (Employment & Training) –

Dan Welch, Director (Cornell Cooperative Extension) CCE

- On February 7th, Cayuga County was designated a USDA primary natural disaster area for excessive rain since April 1, 2019. This designation allows farmers to access emergency loans from the USDA Farm Service Agency.
- CCE Cayuga has an opening for a half-time 4-H Science, Technology, Engineering, and Math educator.

Program Highlights

Agriculture

- 53 farmers and firefighters attended a Grain Bin Safety Training on February 26th at the Raymond Donald and Sons farm in Venice. The success of this event is a great example of cooperative extension's ability to bring state and national resources to meet educational needs here in Cayuga County. This class would not have been possible without working closely with Amy Russett, Director of Emergency Services, the New York Center for Agricultural Medicine and Health, and the Penn State University Agricultural Rescue program.
- At the March Water Quality Management Agency, Dale Dewing of CCE Delaware is the featured presenter. Dale will be discussing CCE Delaware's approach to working with farms on nutrient management in the NYC Watershed.

4-H Youth Development

- 14 youth have registered for the tractor safety certification course starting on March 9th. This class relies on the cooperation of local farmers and the Main & Pinckney dealership. Completion of the course meets the requirement of the federal Hazardous Occupation in Agriculture Law, and enables the youth to drive tractors as a farm employee.
- All school districts in the county have signed up at least one classroom for Ag Literacy Week.

Nutrition

- Fun Food Friday demonstrations every other week at the Playspace in downtown Auburn.

Group workshops on healthy eating held at Liberty Resources, Rescue Mission, and Elderchoice.

○ Additional Highlights:

- Cornell University has recently decided to suspend classes due to the COVID19 crisis. Cornell will initiate courses to be continued through online sources. Currently this announcement has not affected CCE operations, however will inform the County of any changes to the CCE programs.
- The Feb 26th Grain Bins Safety training had a very successful turnout for the program

Tracy Verrier (CEDA) –

- Metric Snapshot through February 19, 2020:
 - Existing businesses met with: 20 (including 8 first-time contacts)
 - Entrepreneurs met with: 7
 - See supplemental document for additional metrics and economic indicators.
- CEDA worked with the City of Auburn to host an event for Downtown Revitalization Initiative projects on February 27 at CCC. Ten of the projects were in attendance for an informational session to cover contracting requirements and compliance. After the information session, there was a networking session held with local and regional contractors and service providers.
- CCIDA: A public hearing for the SunEast solar development project was held in the Town of Ledyard on Monday, March 2.
- CEDA, in collaboration with SCORE, is offering an education event about Defining Business Goals on March 4. This will include information about the importance of setting business goals, determining short-, mid-, and long-term goals, and an activity to help attendees start working through the goal setting process. This is intended to be the first in a series of workshops focused improving small business longevity.
- Derek and Danielle attended the NYS Economic Development Council conference in January, which included sessions about talent attraction, defining and measuring economic development, partnerships with workforce development, Opportunity Zones, and more.
- Tracy attended the International Economic Development Council Leadership Summit, which covered emerging trends in the economic development industry. Sessions included topics such as placemaking strategies, partnerships with workforce development, shifting focuses, goals and metrics for economic development, and more.
- Additional Highlights

- CEDA will be working with BOCES again this year to sponsor a Student Career Fair coordinating with County employers. The fair scheduled for May 5th will be made available to the public as well as the students.
- CEDA staff will be working to mitigate the effect of a recent announced closure of a local employer. CEDA will be connecting other employers with the effected workers to obtain new positions and will be working to fill the facility as soon as possible. The committee inquired about the condition of the facility and the impact to the layoff employees.
- Legislator Lattimore inquired about the large scale solar farm proposed for the northern end of the County. Tracy Verrier stated the development process of this energy project is currently working through the programs with New York State Energy & Research Authority (NYSERDA).

Doug Kierst (Soil & Water Conservation District) –

- Policy Matters for Committee
 - Cayuga County SWCD Staff taught two (2) NYS DEC endorsed 4 hour training for contractors, municipal officials, engineers and other groups that may be interested in learning about erosion and sediment control methods. There are two (2) workshops scheduled in March on the 4th and the 18th. Additional information can be found on our website, www.cayugaswcd.org.
 - Cayuga County SWCD Staff continues to process Soil Group Worksheets for Agricultural Assessments, despite the Town Assessors March 1, 2019 deadline. Agricultural properties in all the towns, and even the City of Auburn, are required to have a current soil group worksheet in order to qualify for an agricultural exemption.
 - Cayuga County SWCD Staff completed a minor stream modification to a section of the Owasco Lake Inlet.
 - Cayuga County SWCD Staff are working on proposals for grant funding through the Ag Nonpoint Source Abatement and Control Grant Program and the Climate Resilient Farming Grant Program to assist agricultural producers with the costs associated with the implementation of Best Management Practices to protect/preserve water quality throughout the County.
 - The 2019 Cayuga SWCD Annual Tree, Shrub & Groundcover Sale is in full swing. Visit www.cayugaswcd.org for additional information and available species. On-line ordering is available! The last day to order is Tuesday, April 28th, 2020. Pick-up date is Friday, May 8th at the SWCD Office.

Karen Kuhl (Tourism) –

- Interviewed for podcast on FingerLakes1.com to promote the Finger Lakes Birding Festival.
- WAUB with Courtney Kasper to promote Harriet Tubman Weekend
- Continue preparing for Sweet Treat Trail kickoff
- Promoting the Inaugural Finger Lakes Birding Festival
- Finalizing the Cayuga County 2020 Travel Guide which will highlight Harriet Tubman and Cayuga County's women entrepreneurs.
- Karen Kuhl participating in Leadership Cayuga.
- Programing for the 25th anniversary of the Tourism Office
- Developing groups marketing materials
- Received our financial review from Insero & Co – awaiting report
- Additional Updates
 - Director Kuhl stated staff will be refocusing efforts on promoting open air tourism destinations as many of the hotels have experienced a decrease in their stays due to the COVID 19. Legislator Lattimore inquired on the status of the bed tax revenue. Director Kuhl states the department expects a local decrease in bed tax revenue as is currently happening throughout the national and international tourism markets.
 - Director Kuhl introduced Clare Dunlap as the recently hired Group Sales and Marketing Manager. Group sales management has been brought back into the office internally opposed to the past outside contract. Ms. Dunlap's prime focus will be on the development of the group sales business.

EXECUTIVE SESSION

Keith Batman motioned to move into executive session to discuss the employment of a particular person at 6:32 p.m., 2nd by Charlie Ripley. All members present voted in favor of the motion, passed.

Keith Batman voted to come out of executive session, 2nd by Christopher Petrus at 6:37 p.m. All members present voted in favor of the motion, passed.

ADJOURNMENT: Wednesday, April 8 at 5:30PM

Charlie Ripley motioned to adjourn the Planning and Economic Development Meeting at 6:37 p.m., 2nd by Christopher Petrus. All members present voted in favor of the motion, passed.