



MINUTES
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, September 11, 2019, Chambers – 5:30PM

CALL TO ORDER: By Hon. Paul Pinckney, Chairman at 5:37 p.m.

MEMBERS: Legislators Keith Batman, Pat Mahunik, Aileen McNabb-Coleman, and Ben Vitale

EXCUSED: Legislator Andrew Dennison, Charlie Ripley (Vice Chair)

OTHERS: Legislators Christopher Petrus, Joseph DeForest, Elane Daly, Timothy Lattimore, Michael Didio (6 p.m.), Ryan Foley, County Attorney Christopher Palermo, Lloyd Hoskins, Director Assigned Council/Youth Bureau, Doug Kierst, Director Soil and Water District, Tracy Verrier, Director, Maureen Riester, Economic Development Specialist, Cayuga Economic Development Agency (CEDA), Catherine Moran, Interim Executive Director Cornell Cooperative Extension (CCE), Denise Spingler, Cayuga County 9-1-1 Administrator, Sheriff Brian Schenck, Detective Lt. Frederick Cornelius, Emily Robertson, President CCE Board of Director, Stephen Lynch, Director, Suzanne Gauthier, Administrative Assistant, Planning and Economic Development, Trish Kerr, Jeffrey Dygert, City of Auburn Manager

MINUTES TO APPROVE: Keith Batman motioned to approve the minutes of August 14, 2019, 2nd by Ben Vitale. All members present voted in favor, passed.

APPOINTMENT:

Cayuga–Cortland Workforce Development Board

William Andre, 24 Maple St., Auburn NY 13021, Term – 7-1-19 to 6-30-22 – re-appt. (resubmitted- did not sign oath book)

DEPARTMENT UPDATES FOR COMMITTEE:

Karen Kuhl (Tourism)

- Designating the Cayuga County Convention and Visitors Bureau (CCCVB) as the Cayuga County Tourism Promotion Agency (TPA) for New York State Tourism Grant Funding for the 2020 State program year and designating the Program Project Director, Karen Kuhl, executive director, CCCVB.
- As the CCCVB is the corporation designated by the Cayuga County Legislature to develop and implement a comprehensive tourism promotion and marketing plan for the County and New York State requires that an agency be designated by resolution of the Cayuga County Legislature for the specific purpose of making application to and receiving grants from New York State grant programs, a resolution is required annually to include with the CCCVB's application for tourism matching funds and any other tourism grants that might be made available by NYS.
- The resolution was presented by the Planning Committee to the full Legislature at their regularly scheduled meeting on August 27, 2019. There was no discussion and the resolution passed unanimously.

Doug Kierst (Soil & Water Conservation District)

- **No updates**

*** Additional Updates**

Conservation Field Days to be held on Tuesday and Wednesday at Emerson Park with over 700 fifth and sixth graders in attendance to learn about the various conservation efforts within the County. Soil and Water has established over 600 acres of cover crops and stabilized 130 feet of a section of a streambank in Dutch Hollow in the Town of Niles. The harvester has completed the weed harvesting for the season. Sodus Bay, Fair Haven, Owasco, Cayuga, Cuomo and Otter lakes had harvesting done this season. A grant has been submitted to replace the current boat. Two seminars will be held on Soil Health on September 19th and October 7th.

Legislators inquired about whether any other municipalities or private sector business have an active tub grinder. Doug explained only some private sector businesses at this time. Doug reported that a Consolidated Funding Application (CFA) has been submitted whereas the equipment priced out could also be used to grind tires. Tim Lattimore inquired about the follow up with those whom are interested in the micro-grid at the complex. Environmental Science and Forestry (ESF) is interested in presenting an overview of this project to their students. Lattimore inquired about work being completed in Van Ness Brook and Dutch Hollow.

Chairman Pinckney inquired about the survey of the County House Road campus. Attorney Palermo stated the survey has been completed and a subdivision proposal will need to be submitted to the Town of Sennett for approval.

Catherine Moran (Cornell Cooperative Extension)

- Executive Director Search continues, two permanent 4H Educators will be hired in September, the strategic planning process is complete and the Master Gardener hotline is open through September. Two new Master Gardeners are being trained starting in September.
- The nutritionist continued working with the youth in the Booker T. Washington Summer Program growing and harvesting vegetables, with the Cayuga County Health Network's diabetes support program, at a summer feeding site in Port Byron, with parents and toddlers at the Seymour Library and at the Auburn and Aurora Farmers' markets.
- The Agriculture Educator has continued working on various issues throughout the county including Dairy Acceleration/Advancement Program, Comprehensive Nutrient Management Plans (CNMP), Cornell Integrated Pest Management (IPM), Beef Quality Assurance (BQA) and livestock transportation and hauling. He is collaborating with Cornell Waste Management, CCE nutritionist, 4-H and Master Gardeners to provide a curriculum and resources about implementing a composting system at both the school and residential level to the Moravia Middle School STEM teacher. He has ongoing contacts with the public, including texts, e-mails, phone calls and mailings of the "Ag Alert!" Upcoming activities include Conservation Field Days, Farm Worker Health Network Conference, and a career day at local farms and businesses in collaboration with Cayuga Community College.
- Cayuga County 4H youth were at the NYS Fair in the following areas: 5 Divisions of the 4H Horse Show (Western, Hunt Seat, Dressage, Saddle Seat and Drill Team); Rabbit showing; Poultry showing; Dairy Youth Shows; Arts and Crafts in the Youth Building; and the State Level 4H Dog Show at the NYS Fair Coliseum - (held on Saturday 8/17), eight 4H Cayuga youth with 10 dogs competed in showmanship, obedience and rally classes. Nine youth worked as Teen Leaders and one youth as a Junior Superintendent.
- Arts and Crafts in the Youth Building; and the State Level 4H Dog Show at the NYS Fair Coliseum - (held on Saturday 8/17), eight 4H Cayuga youth with 10 dogs competed in showmanship, obedience and rally classes. Nine youth worked as Teen Leaders and one youth as a Junior Superintendent.

***Additional Updates**

Catherine introduced Lucy Robinson, President of the CCE Board. Ms. Robertson stated the board has completed a Strategic Plan, which was distributed to the committee. The CCE board is in the process of hiring an Associate Director and will continue to meet with the College regarding the transfer of the building.

Tracy Verrier (CEDA)

- Work Plan Metrics snapshot:
 - Existing businesses met with: 66 (2019 goal=90)
 - Growth opportunities identified: 14 (2019 goal=12)
 - Attraction leads identified: 11 – 9 active, plus 4 active from previous (2019 goal= 12 new)
 - Entrepreneurs met with: 48 – 7 new businesses opened (2019 goal= 75 and 15 respectively)
- General Economic Demographics snapshot:
 - Unemployment remains low at 4% in July.
 - Labor force participation in July (36,300) was down from 2018 (36,700).
 - NYS DOL released annual establishment and employment numbers for 2018. Compared to 2017, the number of establishments was down 2.45%, but employment was up .2%. This was the first year-over-year increase in employment since 2014. Wages also continued to rise, but at a much greater rate than the last two years (up 4.03% in 2018, compared to 1.16% in 2017 and 1.43% in 2016). This more dramatic increase may relate to the tight labor market as employers may be increasing wages to attract or retain workers.
- 2020 Work Plan Submission: CEDA's 2020 Work Plan is being prepared. A draft is attached to this report. Some additional metrics and information have already been added, but additional feedback is desired to ensure it includes the most helpful information for future reporting.
- Personnel Update:
 - As you are aware, Maureen Riester has been hired as the new Director of Cayuga Works. A search is underway to fill her position at CEDA, the Economic Development Specialist position. This position generally focuses on retention and expansion of existing businesses with more than 10 employees and attraction of new businesses.
 - We have new employees in our Office Manager (Jessica Hargather, started the end of July) and Communications Coordinator (Ashlee Saret, expected to start September 10) positions.

***Additional Updates**

- Dumond Farms will have a ribbon cutting ceremony and tour of their new soybean facility to be held September 19th at 4:30 p.m.
- Staff working with SCORE mentors to assist the agricultural businesses in Cayuga County.
- Maureen Riester announced the ADM site in Montezuma has a signed purchase offer from a local business. ADM had made a recent decision to move the remainder of their business in Montezuma to another location; which opened the opportunity for the new business expansion.
- Maureen Riester has accepted the position of Cayuga County Employment and Training Director and the CEDA Economic Development Specialist position is currently posted.
- The CEDA draft Work Plan for 2020 has been submitted for review; along with the draft budget.

Steve Lynch (Planning & Economic Development)

- **Vacant Planner Position:**
 - Advertisements and Recruitment Notices for the recently vacated Planner position have been prepared and are being posted strategically and broadly. Conversations with planning departments and private planning firms are indicating a very tight labor market for experienced planners with some departments/firms advertising for more than 18-months before suitable candidates are found. Currently four qualified applications have been received and staff will move forward with phone and sit-down interviews.
- **Governor's REDI Grant Program for Lake Ontario:**
 - Work continues on the recently announced NYS Resiliency and Economic Development Initiative grant funding program ("REDI") established by the Governor with up to \$300MM in state grant funds available to support communities and businesses along the south shore of Lake Ontario that have been impacted by the 2019 flooding events.
 - Cayuga County has five (5) representatives placed on the local Cayuga/Oswego Planning Committee by the Governor's Office: Legislature Chair Tucker Whitman, Planning Director Steve Lynch, Tourism Director Karen Kuhl, Sterling Town Supervisor June Smith and Fair Haven Mayor Jim Basile.
 - The Cayuga County Projects total approximately \$18.6MM, with a combined request for ~\$16MM in State REDI Funds.
 - A third (3rd) Public Meeting for the Cayuga-Oswego Plan is scheduled for Thursday, August 29 in Oswego. Once Cayuga-Oswego projects are finalized by the local Cayuga/Oswego Planning Committee, working with the State Agency Teams, the projects will be submitted to the State REDI Commission for consideration.
- **Update on Watershed Rules and Regulations Project:**
 - Staff from Planning and the County Health Department are continuing work on the Owasco Lake Watershed Rules and Regulations project. Staff is preparing responses to the ~37 pages of public comments and preparing additional outreach to stakeholders/partners in Onondaga and Tompkins Counties. This phase of the project will continue through the fall of 2019. Additional details will be in the Monthly Report.
- **Update on the Owasco Lake 9-Element ("9-E") Plan:**
 - Planning staff met with the research consultant ("Ecologic") and researchers at Cornell University this month to discuss finalization of the watershed-based computer model that will drive data analysis for the 9-E Plan. The next step is submission of the final model to the NYSDEC for review and approval.
 - Following approval of the watershed model, staff will be developing strategic recommendations based on data analysis and the model's assessment of the proposed actions. Public meetings will follow the release of draft recommendations, currently scheduled for year-end.
- **The Planning Director continues to provide Administrative & Oversight Responsibilities for the Cayuga County Emergency Management Office.**
 - The search committee has reviewed the EMO director applications and has created a short list of applicants to be further interviewed. The committee is looking to bring a final candidate to Legislature in October.

***Additional Updates**

- The REDI update has been forwarded for review. Over \$20 M of projects have been submitted.
- Watershed Rules and Regulations – The committee working group is in the process of collating the comments and responses to the draft document. The group will be looking to complete the response analysis and bring the results to the Legislature in October. Additional outreach is planned for the outlying Counties.

- CCPUSA Organizational Strategic Plan kick-off meeting was held on September 10th. Hometown Connections, the company preparing the plan, met with CCCPUSA board members and a contingent of County Legislators to discuss and understand the process of the development of the Strategic and Rate Making Plans. Hometown Connections will be interviewing stakeholders within the County for their input into the process.

RESOLUTIONS:

PLANNING:

9-19-PL-2 Resolution authorizing and setting the date of a Legislative Public Hearing on Renewal of County Agricultural District #5

9-19-PL-3 Declaration of intent that the Cayuga County Legislature be lead agency for the environmental review of the County Agricultural District eight-year review

Aileen McNabb-Coleman motioned to approve and move resolution 9-19-PL-1 and 9-19 PL-2, 2nd by Patrick Mahunik. Keith Batman inquired about the timeline of the process. Senior Planner Kari Terwilliger will update Legislator Batman on the Ag District renewal process. All members present voted in favor, passed.

9-19-PL-1 Authorizing signing of contract for Household Hazardous Waste Cleanup Project

Keith Batman motioned to approve and move resolution 9-19-PL-1, 2nd by Patrick Mahunik. No discussion. All members present voted in favor, passed.

Director Lynch suggested perhaps State Legislative sponsorship of environmental cleanup events may be a viable option to pursue to perhaps supplement the costs associated with these events.

- Legislator Lattimore inquired about when the final draft for the Watershed Rules and Regulations will be ready. Director Lynch stated the working group is still in the process of preparing responses to the comments submitted.
- Legislator Daly inquired about the timeline for the completion of the 9 Element Plan. Lynch stated the plan should be completed by mid-2020. Some delays have been due to the requirements for quality assurance plans. The computer model has been completed for the watershed and is currently being reviewed by the NYS DEC for approval. Recommendations will be made and presented to the public for comments. The data from this plan will allow the County to work the watershed partners to identify the best practices necessary to address problems within the watershed. This scientific model will be beneficial in helping to then secure funding for projects.

Announcements:

Electronic Recycling Event to be held October 5th at BOCES

Household Hazardous Waste Event to be held October 26th

ADJOURNMENT: Wednesday, September 11, 2019 at 5:30 PM

Aileen McNabb-Coleman motioned to adjourn the Planning and Economic Development Committee meeting at 6:12 p.m., 2nd by Keith Batman. All members present voted in favor of the motion, passed.

Next Planning and Economic Development Committee Meeting is scheduled for October 8, 2019 at 5:30 p.m., at the Cayuga County Office Building, Sixth Floor County Chambers, 160 Genesee Street, Auburn, New York 13021