



**MINUTES**  
**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE**  
**Wednesday, February 8, 2023 – to follow Government Operations**  
Live stream Link - [https://youtu.be/zUej\\_EDuiDY](https://youtu.be/zUej_EDuiDY)

**CALL TO ORDER:** By Hon. Robert Shea at **6:50 PM**

**MEMBERS:** Legislators – James Basile, Christina Calarco, Tricia Kerr, Brian Muldrow, Vice Chair -Lydia Patti Ruffini and Mark Strong

**OTHERS:** Chair of the Legislature David Gould, Legislators Hans Pecher, Elane Daly, Aileen McNabb-Coleman, and Heidi Nightengale; Director of Planning and Economic Development Steve Lynch, Director of Soil and Water Conservation District Doug Kierst, CEDA Director Michael Miller, Employment and Training Director Kelly King, Cornell Cooperative Extension Director Dan Welch, Assistant County Attorney Brittany Massi, County Attorney Chris Palermo, and Secretary to the Chair Sarah Blowers.

**MINUTES TO APPROVE:** January 10, 2022  
**Motion by Strong, 2<sup>nd</sup> by Basile, all in favor.**

**APPOINTMENTS:**

**Cayuga County Industrial Development Agency (CCIDA):**

John Latanyshyn, 5663 Silver St. Rd., Fleming, NY 13021, term 1-1-23 to 12-31-25 – reappt.  
Raymond Lockwood, 1877 Rte. 326, Auburn NY 13021, term 1-1-23 to 12-31-2025 – reappt.  
Andrew Rindfleisch, 1239 Great Gully Rd., Unio Springs, NY 13160, term 1-1-23 to 12-31-25 – reappt.

**Cayuga County Planning Board:**

Patty Hanford, 6215 Center St., Cayuga NY 13034, term serves until new nomination is submitted by municipality

**Cayuga County Ag & Farmland Protection Board:**

Thane Benson, 457 Bird Cemetery Rd., Locke NY 13092, term 1-1-23 to 12-31-26  
Christopher Gross, 9460 State Rte. 34, Weedsport, NY 13166, term 1-1-23 to 12-31-26  
Dennis Eckel, 12530 Follett Rd., Martville, NY 13111, term 1-1-23 to 12-31-26  
Jeff Ten Eyck, 384 Champlin Rd., Groton, NY 13073, term 1-1-23 to 12-31-26

**Cayuga County Water Quality Management Agency (WQMA):**

Gary Mutchler, 2983 Burns Rd., Scipio Center, NY 13147, term 3-1-23 until resigns or replaced  
Ann Robson, 4261 W. Lake Rd., Auburn, NY 13021, term 3-1-23 until resigns or replaced

**Motion by Strong, 2<sup>nd</sup> by Patti Ruffini, all in favor.**

**DEPARTMENT UPDATES FOR COMMITTEE:**

**Steve Lynch (Planning & Economic Development) –**

**COMMITTEE REPORT**

**ONGOING DEPARTMENT WORK:**

- **NY FORWARD Grant Applications** – Although a number of NY Forward Awards have been announced by the Governor for other upstate NY Economic Development Regions, we are still waiting for Albany to announce the awards for the CNY Region. We are hoping at least one of the individual grant applications planning department staff prepared and submitted on behalf of the Villages of Aurora, Cayuga and Moravia will receive an award. NY Forward is a new state grant program modeled after the NYS Downtown Revitalization Initiative, or DRI, a statewide and competitive grant program. More information on the NY Forward program is available on the state website: [NY Forward](https://www.ny.gov/ny-forward).
- **Village of Weedsport Zoning Ordinance Update** – Planner Greg Diebold leads this project which is nearing completion. Monthly meetings are the 1<sup>st</sup> Tuesday of the month. The next meeting is scheduled for Tuesday, February 7<sup>th</sup> at 6:30 PM. The project is on schedule and progressing well.
- **Town of Throop Zoning Ordinance Update** – Planner Greg Diebold is also the staff assigned to this project. Greg continues to work with the Steering Committee and met with the committee on Monday, January 30 to review the final sections of the Zoning Ordinance. The project is nearing completion and the next meeting is scheduled for Monday, February 27<sup>th</sup> at 6:00 PM.
- **Town of Conquest Comprehensive Plan** – Senior Planner Greg Hutnik is leading this project. Work with the Town Steering Committee wrapped up on Thursday, January 19<sup>th</sup> with a final review of the full Draft Comprehensive Plan.

Staff circulated the final draft to the Town of Conquest Planning Board for review on Friday, January 27<sup>th</sup> and will meet with the Planning Board on February 9<sup>th</sup> (tentative) to review. Following feedback from the Planning Board and any edits to the Plan, staff will circulate the final Draft Comprehensive Plan to the Town Board for review in early March. Processing the final Plan, including SEQRA review and Town Board Public Hearings, etc., will be take place in April with final adoption in May.

- **Village of Aurora Zoning Ordinance Update** – Senior Planner Kari Terwilliger is leading this zoning ordinance update, working closely with the Mayor and Steering Committee appointed by the Village. The January Steering Committee work session was held on January 17<sup>th</sup> and the February meeting is scheduled for the 14<sup>th</sup>. The work is on schedule and progressing.
- **Village of Cayuga LWRP & Town of Sterling/Village of Fair Haven LWRP** Final drafts for both Local Waterfront Revitalization Plans remain with the NYS Department of State for a required “consistency review” relative to NYS LWRP policies, with the planning process in on pause until after the state agency completes the reviews.
- **Implementation of the EPA 9-Element Plan for Owasco Lake** – Following completion and approval of the EPA 9E Plan, staff is participating with a range of partners and stakeholders to drive implementation of the Plan’s recommendations. A 9E Plan Coordinating Committee has been established under the Owasco Lake Watershed Management Council and monthly coordinating meetings have been scheduled for the first Thursday of each month following the WQMA standing meetings at the CCSWCD offices.
- **Local Solid Waste Management Plan Update** – The Plan Update is on track and on schedule with new staff Planner Evan Tuthill managing this complex project. An assessment of current programs is complete. Staff is now preparing a range of new solid waste management options and finalizing the draft plans for consideration by all stakeholders. **We will be presenting draft plan provisions to either the full legislature or to the Government Ops Committee in March to solicit feedback on county options for involvement in local solid waste programming going forward so that these may be incorporated into the final countywide solid waste management plan.**
- **Erie Canal Rewatering Project** –Senior Planner Greg Hutnik is leading this project. Engineering and design consultant Bergmann Associates is progressing on design and engineering plans, including a new county bridge at Centerport Road that will accommodate both vehicles and pedestrian pathways while expanding the culvert under the bridge to allow future paddling access beneath the new bridge. A one-year time extension (to December 2023) has been approved by NYS Parks, the grantor. **A Public Information meeting on the project to is scheduled for Wednesday, March 8<sup>th</sup> at 6:00 PM at the Weedsport HS (Cafeteria). The primary meeting goal is to update the public on preliminary plans and seek feedback on design and use options for the trail sections extending from Schasel Park in Port Byron to Aqueduct Park in Brutus.**
- **MICRON Opportunities Working Groups.** The Planning Director continues to work closely with CEDA and the City of Auburn on the MICRON Opportunities Working Group focused on identification of existing shovel-ready sites and the development of new shovel-ready industrial sites for MICRON site selectors seeking development sites for Tier I, II and III supply chain companies. The Working Group has met four times between late December and January and will be meeting again in early February. In addition, the Planning Director is attending the monthly MICRON Opportunities Housing Working Group meetings.

## **OTHER UPDATES:**

### **Land Use Planning for the Towns of Sennett and Owasco**

At the request of the Towns, planning has prepared municipal service proposals for zoning update work with the Towns of Sennett and Owasco.

The Town of Sennett has asked staff to work with the Town on updates to their Zoning Ordinance. The primary focus of the project will be to revise the current Hospitality-Lodging (H-L) Overlay District to better align with the community’s goals and future land use vision for this specific area of the Town. Associate Planner Kari Terwilliger will be leading this project. We will inform the legislature when/if the Town of Sennett decides to move forward.

The Town of Owasco has asked staff for a comprehensive assessment of the current Town Zoning Ordinance and staff has prepared a services proposal for a full update for consideration by the Town. Senior Planner David Nelson will lead this project. We will inform the legislature when/if the Town of Owasco decides to move forward.

As a reminder to committee and other legislators: Under the current professional services policy for assisting Towns and Villages with larger planning projects, the department estimates the full cost of the project, including staff time and reimbursables, and provides the municipality with a 50% discount of the staff labor cost to do the work – essentially providing a 50% grant to the municipality. This structure allows the department to provide comprehensive land use planning services to our Towns and Villages at a fraction of the cost charged by professional land use, planning and engineering firms in the region. Also, the department does not charge for smaller, self-contained planning and community development projects, such as preparing grant applications, short land use studies, planning and zoning board training sessions, etc.

**Annual Updates (additions) to the Cayuga County Agricultural District 5.** Associate Planner Kari Terwilliger is conducting the annual process allowing landowners to place parcels into Consolidated County Ag District #5. The annual 30-day period for submitting requests for the addition of parcels into the Ag District is from March 1-30, with applications to be made available online.

**Kelly King (Employment & Training) –**

- Participated in Manufacturing Micro Credential Roundtable at Cayuga Community College- Tour of AMI
- Micron Workforce Development Sub Committee has met twice and is scheduled to meet again on 2/13/2023 at Cayuga Works Career Center.
- Lease negotiations took place between me and CCC and am in the process of starting to draft the sub lease agreements. Workforce Development Building update was provided.
- Open Computer Lab has started to take place on a regular schedule now- 3 times a week for walk ins and one on one appointment options as well. Computer classes are being piloted to DSS groups prior to a public launch in March.
- Two new youth worksites have been developed (1 in Auburn, 1 in Moravia) with one youth placed in each site.
- Youth Program update- 8 youth enrolled in the program with 4 applications pending. 3 enrolled on Paid Work Experience Program and 1 will be starting Certified Nurse Aide training 2/6. 4 receiving case management, leadership, financial literacy, and labor market information.
- Paid out 6 youth incentives this month for completion of Job Zone portfolio. \$100.00 for each incentive.
- Currently have one On the Job Training contract with a local employer and setting up a contract with another.
- Attended training on New York State DOL changes to program eligibility for WIOA Adult training program.
- Classroom Training update- 8 participants enrolled in LPN training at Cayuga Onondaga BOCES and 2 enrolled in RN program at Pomeroy College of Nursing/Crouse Hospital. 2 students successfully completed CASAC T program at Cayuga Community College and are both now employed as Peer Advocates while working on obtaining the full CASAC credential to become a counselor.
- Front door traffic this month-240 people
- DSS/JOBS contract update- 83 active TANF applicants; 72 active Safety Nets; 30 Non-Employable participants served; 65 total served.
- Marketing and recruitment/business contacts- new job orders/Facebook posts- Cayuga County, WIC, Access to Homecare, American Cierra Plastics, Mozaic, Internal Medicine Associates of Auburn, Fastrac, New Beginnings, Emcom, and NYS OCFS/Harriet Tubman, Northbrook Heights, Northwoods and more.

**Michael Miller (CEDA) –**

Metric Snapshot as of January 2023 :

- Existing businesses assisted: 18
- Entrepreneurs assisted: 13
- See supplemental documents for additional metrics and economic indicators
  
- CEDA held an additional meeting of city, county stakeholders concerning whole-sale water rates at their offices. Continuing discussions to be held throughout 2023 for development of an equitable whole sale water- rates.
- Maureen Riester met with Cayuga County Town Supervisors to discuss CEDA's services to the community; CEDA will look to continue engaging with town/village officials throughout 2023
- CEDA hosted a discussion with local business leaders on the feasibility and support of a business accelerator for Cayuga County. Michael Miller and Maureen Riester will be touring potential sites for the accelerator and meeting with representatives from the Tech Garden in Syracuse to learn of best practices. While further due diligence is completed, current outlook is optimistic
- CEDA continues to participate and partner with representatives from the county, city of Auburn, and private business owners on opportunities related to Micron.
  - CEDA staff met with Steve Lynch and others in evaluating potential sites for acquisition and development; will continue to meet as a team through acquisition and development
- Michael Miller met with Megan Florkowski, the Director for WISE (Woman Igniting the Spirit of Entrepreneurship) to discuss areas of collaboration. WISE, while located in Syracuse, offers programs both in-person and virtually for residents in Cayuga County at little to no cost. Programs are specific to woman and offer professional consultative mentorship. CEDA is looking to partner with WISE, as is done with the SBDC, on providing assistance and guidance to our area's entrepreneurs and small businesses.
- CCIDA has a strong pipeline of activity anticipated for 2023 which includes CMI's expansion project in the Industrial Park, numerous inquiries by power projects, and efforts to secure new sites for new IDA site development.
- Michael Miller and Maureen Riester will be attending the EDC Annual Conference in Albany on March 1<sup>st</sup>. The event provides a key networking opportunity and development of emerging best practices for economic development initiatives (this includes site selection, housing stock, community positioning, and economic impact assessments).

## **Doug Kierst (Soil & Water Conservation District) –**

- Policy Matters for Committee

### AGRICULTURAL TECHNICAL ASSISTANCE:

- Cayuga SWCD Staff continue to process Soil Group Worksheets for Agricultural Assessments, in preparation for the Town Assessors March 1, 2023 deadline. Agricultural properties in all the Towns, and even the City of Auburn, are required to have a current soil group worksheet to qualify for an agricultural exemption.
- Cayuga SWCD Staff are working with farms on project planning for Best Management Practice (BMP) implementation projects funded through the Agricultural Nonpoint Source Abatement and Control Program and the Climate Resilient Farming Grant Program. The grant programs are expected to announce that they are open to receive applications soon.
- Cayuga SWCD Staff continues to complete grant closeout paperwork for projects that have been completed utilizing funding through various NYS grant programs. Four grants are scheduled to be closed out the NYS Dept of Ag and Markets in the coming months.
- Cayuga SWCD Staff have been working with landowners, as the crops were being harvested, to implement soil health improving and erosion prevention measures on farm fields. Since my last report, Cayuga SWCD Staff can report assisting with the implementation of an additional 3,370 acres of cover crops and 824 acres of reduced tillage management that have been applied on agricultural land in Cayuga County.
- Cayuga SWCD Staff continue to complete monthly construction site inspections on one SPDES permitted construction site at an agricultural operation in the Cayuga Lake Watershed.
- Cayuga SWCD Staff continue to participate in meetings involving the review of the Draft revision of the Owasco Lake Watershed Rules and Regulations.
- Cayuga SWCD Staff continue to assist with the review and updating of the model used in the 9E plan for Owasco Lake.

### NON-AGRICULTURAL & MUNICIPAL TECHNICAL ASSISTANCE:

- Cayuga SWCD Staff completed site visits on several properties to assess drainage and flooding concerns that resulted from the wet weather.
- Cayuga SWCD Staff continue to complete weekly construction site inspections on one SPDES permitted construction site in the Owasco Lake Watershed and one in the Seneca River Watershed.
- Cayuga SWCD Staff have met with Alpha Boats Unlimited to review the status of the new Aquatic Vegetation Control Program harvester, shore conveyor and trailer. The equipment is being built and is currently on schedule to be completed in time for the 2023 harvest season.

### OTHER SWCD NEWS, WORKSHOPS & TRAININGS:

- The Cayuga SWCD worked with the Cayuga Recycles Program (through the Cayuga County Planning Department) and Cornell Cooperative Extension of Cayuga County to sponsor the Annual “Trade-A-Tree” program in Cayuga County. Approximately 100 County residents recycled their real Christmas tree after the holidays.
- Cayuga SWCD Staff taught one NYS DEC endorsed 4-hour training for contractors, municipal officials, engineers and other groups interested in learning about erosion and sediment control methods. We have additional workshops scheduled for February 21<sup>st</sup>, March 21<sup>st</sup>, April 18<sup>th</sup> and May 16<sup>th</sup>.
- The Cayuga SWCD is holding our 52<sup>nd</sup> Annual Spring Tree Seedling and Groundcover Sale. As in the past, the District is offering a variety of New York grown conifers, hardwoods, shrubs, and groundcovers. These seedlings, transplants and other plants are a very low-cost way to prevent erosion, improve water quality in our lakes and streams, to promote wildlife in your area, as well as create noise and visual buffers, and both snow and wind breaks. The Cayuga SWCD will be taking orders through Tuesday, May 2<sup>nd</sup>, 2023. The pickup date will be Friday, May 12<sup>th</sup>, 2023. Supplies are limited, so order early for the best selection.
- The Cayuga SWCD, in partnership with the Tompkins County SWCD and Cornell Cooperative Extension hosted a Winter Crop Meeting on Thursday, January 26<sup>th</sup>, 2023 at the Auburn Holiday Inn. Topics included an Overview of a No-Till Cropping System, Soil Compaction, Impacts of Neonics and Nematodes on Corn Insect Management, Corn Diseases – Identification and Options for Management and Biochar for NYS Ag: an Intro and Application to Soils. The meeting was co-sponsored and supported by the Cayuga and Tompkins SWCDs through grant funding obtained through the Ag Nonpoint Source Abatement and Control Grant Program, Round 26. Approximately 57 farmers attended the event.

## **Dan Welch (Director Cornell Cooperative Extension) –**

- On February 10<sup>th</sup>, 4-H youth will be participating in county public presentations, and on the 13<sup>th</sup> is county horse communications. 4-H Public Presentations is a program in which youth learn to create a presentation and develop the skills needed to present it before an audience. They learn about the research process and the steps needed to organize information into an interesting and creative presentation.
- CCE Cayuga and Cayuga SWCD held a Winter Crop Meeting in Auburn on January 26<sup>th</sup>. 50 Farmers and agri-business professionals learned more about managing a no-till cropping system, reducing impacts soil compaction, plant disease management, and recent developments in biochar.

CCE Cayuga is working with the Community Action Program to provide nutrition education for parents

**Karen Kuhl (Tourism) – no updates**

**RESOLUTIONS:**

**PLANNING:**

**Motion to bundle PL 1-3 by Calarco, 2<sup>nd</sup> by Kerr, all in favor, except Strong.**

- 2-23-PL-1 Authorizing the Chair of the Legislature to Execute an agreement between the Community Science Institute and Cayuga County for implementation of the FY 2023 Cayuga Lake **HABS Monitoring Program**
- 2-23-PL-2 Authorizing the Chair of the Legislature to Execute an agreement between the Community Science Institute and Cayuga County for implementation of the FY 2023 Cayuga Lake **Stream Monitoring Program**
- 2-23-PL-3 Authorizing a contract execution with the Oswego County Soil & Water Conservation District for the transfer of NYSDEC Funding for the Finger Lakes-Lake Ontario Watershed Protection Alliance to Cayuga County, State Fiscal Years 2022 – 2023 Funding

**Motion by Calarco to adjourn at 7:47 PM, 2<sup>nd</sup> by Basile, all in favor.**