



MINUTES
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, October 9, 2019, Chambers – 5:30PM

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

MEMBERS: Legislators Keith Batman, Pat Mahunik, Aileen McNabb-Coleman, Charlie Ripley (Vice Chair)

EXCUSED: Legislators Andy Dennison and Ben Vitale

OTHERS: Legislators Christopher Petrus, Joseph DeForest, Joseph Bennett, Elane Daly, Timothy Lattimore, Michael Didio, Ryan Foley, County Attorney Christopher Palermo, Lloyd Hoskins, Director Youth Bureau and Assigned Counsel, Sheriff Brian Schenck, Cayuga Economic Development Director, Tracy Verrier, Soil and Water Conservation District Director, Doug Kierst, Employment and Training Director, Maureen Riester, Cayuga Cooperative Extension Board President, Emily Robertson, Planning and Economic Development Stephen Lynch, Director, Suzanne Gauthier, Administrative Assistant, Ed Darrow, Ryan Franklin, The Citizen

MINUTES TO APPROVE: September 11, 2019

Keith Batman motioned to approve the minutes of September 11, 2019, 2nd by Aileen McNabb-Coleman. All members present voted in favor, passed.

PUBLIC HEARING: 5:30PM

Chairmen Pinckney opened the public hearing to accept input from the public on the 2019 Cayuga County Shared Services Plan.

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

Doug Kierst (Soil & Water Conservation District)

- The Cayuga County SWCD does not have any policy matters that need to be addressed at this time.
- The Cayuga SWCD is busy with the planning and implementation of Best Management Practices to protect water quality.
- The projects and workload is highlighted in a new and exciting SWCD Monthly Activity report that has been submitted for review.

Doug Kierst stated the good weather has allowed to get many of the time sensitive stream projects completed.

Conservation Field Days were held with over 700 sixth grade students; Cornell Cooperative Extension, Planning and Soil and Water Conservation District all participated. The two soil health events were well attended.

Legislator Ripley inquired about the stone work for Summerhill. Doug stated the engineer did review the project.

Legislator Lattimore inquired about comments submitted to the Watershed Rules and Regulations group. One main concern is the discharge from the Moravia Corrections facility.

Tracy Verrier (CEDA)

- Work Plan Metrics snapshot:
 - Existing businesses met with: 67 (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: 55 – 7 new businesses opened (2019 goal= 75 and 15 respectively)
- General Economic Demographics snapshot:
 - Unemployment remains low at 4.2% in August.
 - Labor force participation in August (36,100) was down from 2018 (36,300).

- In 2018, there were fewer establishments, but average employment was up slightly and average wages were up 4% compared to 2017.
- In the first quarter of 2019, the number of establishments was down compared to Q1 2018, but there was no change in average employment comparatively and average wages were up 1.2%.
- New IDA legislation: Starting January 1, IDAs will be required to livestream meetings and post videos to their websites. CEDA is assisting both AIDA and CCIDA to prepare and implement strategies for compliance.
- The CEDA board is reviewing and discussing the CEDA bylaws in relation to ex officio board seats to provide expanded opportunity for participation by key stakeholder groups, including Cayuga County.

Tracy explained final interviews are being completed for the open Economic Development Specialist position. The best scenario will be to have the new candidate start in early November.

The Inns of Aurora had an open house to showcase the opening of Zabriskie House, their new boutique hotel. The development has proved very successful with full bookings for the month of October. The Auburn loan committee is continuing to work on small projects in the City as well as preparing the Downtown Revitalization Initiative grant fund to be moving forward in the spring. 2018 Year to Date and 1st Quarter 2019 employments numbers have recently been released. The numbers show a drop in the number of establishments; yet the number of employed has continued to grow.

Tracy further explained CEDA will be looking for non-monetary legislative support for a new workforce development program. This tool is designed to provide an assessment of the skills available in the workforce to be able to assist job seekers with career counseling and to provide support to employers looking to fill their open positions.

A reception which was held in September at Treleaven Wines was well received by the entrepreneurs in the southern end of the County. The group was able to meet together for the exchange of ideas with their respective businesses.

Legislative Lattimore inquired about CEDA's 2020 Budget request for \$350,000. Lattimore asked whether any grant writing requirements are included in the new open position. Lattimore would like to have grant writing capabilities with the organization. Legislator Batman suggests to review any carve outs for grant writing funds during the upcoming 2020 budget discussions.

Catherine Moran (Cornell Cooperative Extension) CCE

- The BTW garden was selected for one of the five year Eat Smart New York grant success stories. Beginning October 1st, Rebecca Crawford will be split between Cayuga and Seneca counties, working 20 hours per week in each. Researchers from Cornell came to the last fruit and vegetable prescription program in Port Byron to conduct a focus group, which will hopefully lead to being able to offer the program again next year. October 2nd is National Walk to School Day, and Ms. Crawford will be outside Casey Park School handing out apples and bracelets to students who walk to school, to promote physical activity. October 12th is the Hunger Walk at the Ward O'Hara Ag. Museum, to benefit Cayuga County food pantries. CCE will have activity stations at the event. Other activities include a workshop on family meals at Seward elementary for their first Community Café for this school year, a group of home school children and moms in Port Byron, and the Big Apple Crunch on October 25, which is designed to promote eating local foods.
- Ron Kuck is assisting farms with gaining resources for Sexual Harassment Training mandated by NY to be implemented by October 9, 2019. Farm specific resources located on Cornell U. Agricultural Workforce Development website. He is collaborating with Moravia Middle School 8th Grade STEM teacher to gain some resources about a composting system both at the school and residential level. Challenge 8th grade students to design a sustainable composting system to be implemented in middle and high school building. Two dairy farms have been accepted into the Dairy Advancement Program. Will also work with the regional Farm Business Management Specialist for farms to complete Dairy Farm Business Summary. He participated in Conservation Field Days sponsored by SWCD – "What is a Watershed?" and a lime pH seminar at Cuddeback Farms.
- Two permanent 4H educators have been hired and will start in October. One will be full-time and cover animal science curriculum and work with the clubs. The other will be a part-time youth development educator. CCE staff is working with volunteers to plan fall 4H activities, including window displays, enrollments, and 4H Achievement event
- An Associate Director has been hired and will start on October 28. Two new Master Gardeners are being trained. When they complete their training it may be possible to keep the hot line open for additional weeks. The Annual

Meeting will be held on November 14 at Cayuga Community College. An Electronics Recycling Event will take place at BOCES on October 5. A Household Hazardous Waste event will take place on October 26. Plans for the transfer of the building to CCC continue.

Emily Robertson, Cornell Cooperative Extension of Cayuga County Board President updated the committee on CCE's new hires. Daniel Welch will be the new Associate Director; along with two new 4H educators. Katie Moran will continue as interim director as needed through the end of the month. The CCE annual meeting will be held on November 14th.

Steve Lynch (Planning & Economic Development)

- **Vacant Planner Position:**

Advertisements and Recruitment Notices for the recently vacated Planner position were prepared and posted strategically and broadly. To date, nine (9) candidates submitted applications that were approved by the Civil Service Commission. Seven (7) were called for introductory phone interviews, resulting in five (5) being invited for staff interviews in the coming weeks. We anticipate filling the position in October.

- **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.

- Approximately \$18.6M in municipal and commercial projects have been identified for possible funding and submitted to the state REDI Commission for consideration. Included in the Municipal Projects are two (2) potential Cayuga County Projects: Sterling Nature Center Improvements and Cayuga County portions of the proposed Regional Heritage Bicycle Trail in Sterling. If awarded funding, these projects would receive 85% state grant funding and require Cayuga County to match the balance of 15% in project funds. State funding decisions for the REDI Grants are expected to be finalized and announced the week of September 30

- Steve further explained how the funding will be distributed amounts the various municipalities and the business economic development projects.

- **Community Science Institute (CSI)**

The County Legislature has allocated funding for water sampling on Cayuga Lake in 2018 and 2019. CSI requested an additional \$2,000 in 2019 for a total of \$22,000 and have submitted a request for \$26,000 in the 2020 budget to cover the increased cost per sample; as well as an increase in the number of tests to be taken for blue-green algae samples. Staff will take direction of the legislature on how to move forward.

- **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 continues to meet and prepare responses to the ~37 pages of public comments and the re-draft of the Final Plan. This phase of the project will continue through the fall of 2019. Additional details are in the Monthly Administrator's Report. The draft will be updated and followed through with a joint meeting of the Town of Owasco and the City of Auburn

- **Cayuga County Public Service Utility Agency (CCPUSA)**

Steve update the committee on the retreat to be held in November to move forward with the Strategic Plan and Rules Making regulations within the elements of the Clean Energy Communities Grant.

- **HHW Event**

The annual Household Hazardous Waste (HHW) event was held on Saturday October 5th. The number of vehicles increase every year with over 1020 vehicles this year; however the number of large televisions and monitors appear to be starting to be decreasing.

- **Deauville Island – Pathways and Pedestrian Bridge**

Construction is moving forward on the development of the trails/pathways on the island at Emerson Park. The contractor is discovering old construction debris during the excavation and an expected change order could incur.

Due to the increased cost the destination playground will not be completed in this construction cycle; however staff will be researching ways to further the playground portion of the project.

- **Cayuga Lake Watershed Intermunicipal Organization (“IO”):**
 - The Planning Director is participating in the Cayuga Lake IO Project Advisory Committee. The IO will establish and launch select “next-steps projects” to implement recommendations made in the Cayuga Lake Watershed Restoration and Protection Plan 2017. The Plan covers an approximate 785-square mile Cayuga Lake Watershed that includes six counties (3 lakeshore and 3 upland) and forty-five (45) municipalities.
- The Planning Director continues to provide Administrative & Oversight Responsibilities for the Cayuga County Emergency Management Office. (Details in that Committee Report)

PLANNING RESOLUTION:

10-19-PL-1 Resolution authorizing the renewal of County Agricultural District #5

Steve Lynch reviewed the resolution along with the elements within the County Ag District renewal process.

Aileen McNabb-Coleman motioned to approve and move resolution 10-19-PL-1, 2nd by Patrick Mahunik.

Discussion: Legislators briefly discussed the Commissioner of Agricultural Rules in relation to the NYS Public Health regulations.

All members present voted in favor, passed.

Maureen Riester (Employment & Training) – no updates

Maureen Riester as the newly appointed Employment and Training Director described the Agriculture Career Day field trip organized with assistance from BOCES and Cayuga Community College. The Cayuga County area students toured Cayuga Milk Ingredients, Oakwood Dairy farm and Dickman Farms.

Karen Kuhl (Tourism) - no updates

LEGISLATURE:

10-19-LEG-1 Supporting the Cayuga County Power Utility Service Agency in their efforts to bring a biogas pipeline to Cayuga County

Pauli Pinckney motioned to approve and move resolution 10-19-LEG 1, 2nd by Charlie Ripley

Discussion: Legislators had concerns on language within the proposed resolution; as well as the need for additional details on the project and the role CCPUSA has in the project. Legislator Pinckney explained this resolution is a letter of the support for CCPUSA and the biogas pipeline. Legislator Batman whether the County and any Town /Village along the pipeline will have a direct benefit from the project. Legislator Lattimore stated the County should support the \$90 million project.

Keith Batman motioned to table the resolution to work out the language of the resolution until next month, 2nd by Aileen McNabb-Coleman. Paul Pinckney, Aileen McNabb-Coleman, Keith Batman, Pat Mahunik members voted in favor to table the resolution, Charlie Ripley opposed, motion to table passed.

Discussion continued on whether a conflict of interest exists when Legislators sit on County boards/ agencies. Legislator Batman questioned whether the Legislator would need to recuse themselves from voting on a support resolution for the particular board/agency. Legislator Lattimore states the Legislator would need to disclose whether a conflict exists prior to voting for support of a resolution.

Attorney Palermo stated when a County Legislator is on multiple boards and is involved in a transaction between the two boards they sit on, would have a duty to have loyalty to each entity. Legislator Mahunik discussed personal gain would be an element to recuse from voting for a project.

Legislator Batman would like to see other concerned agencies and organizations be included in a revised support resolution for the project, not just CCPUSA.

ADJOURNMENT: Wednesday, November 13 2019 at 5:30PM

Keith Batman motioned to adjourn the Planning and Economic Development Meeting at 6:30 p.m., 2nd by Aileen McNabb-Coleman. All members present voted in favor of the motion, passed.

Next Planning and Economic Development is scheduled for November 13, 2019, at the Cayuga County Office Building, Sixth Floor County Chambers, 160 Genesee Street, Auburn, New York 13021

Respectfully submitted, Suzanne Gauthier, Administrative Assistant
Cayuga County Department of Planning and Economic Development