

ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING July 5, 2023

ATTENDEES:

Legislators: Barb Roberts, Dennis Mullen, Keith Flesher, Dale Weston, Marte Sauerbrey

Staff: LeeAnn Tinney, Linda Sampson

Guests: Wendy Walsh, District Manager, Tioga County Soil & Water, Christine Curtis, Executive Director, Industrial Development Agency

Committee Chair, Legislator Barb Roberts called the meeting to order at 1:00 P.M.

Committee Chair, Ms. Roberts asked for a motion to go into Executive Session. Legislator Flesher made a motion to accept going into Executive Session and Legislator Mullen seconded the motion. All were in favor.

Present for the Executive Session was Committee Chair Barb Roberts, Legislative Chair Marte Sauerbrey, Legislative Clerk Cathy Haskell, Legislator Dale Weston, Legislator Dennis Mullen, Legislator Keith Flesher and County Attorney Pete DeWind.

At 1:20 the ED&P Legislative Committee Meeting resumed. Legislator Mullen was the spokesperson to report what was discussed in the Executive Session regarding the grant policy and how to move forward.

Legislator Mullen reported the following:

- When ED&P is a resource, providing assistance specific to a grant, this information can be in a spreadsheet brought to every committee meeting.
- The spreadsheet will be reviewed at the meeting and a decision will be made which resource/item on the spreadsheet should go in a resolution.
- A template resolution should be created and all those items from the spreadsheet that should go in a resolution will be listed in this one resolution. This resolution should be sent to Ms. Haskell as soon as possible to be reviewed at Worksession on Thursday.
- If, at Worksession, a Legislator disagrees with something and there are enough votes, the resolution can be amended on the floor.

The spreadsheet should be part of the committee packet that gets sent to all Legislators and will also get posted to the website.

Ms. Tinney stated that she is aware this committee wants to hear more of what ED&P is doing and pointed out that her agenda is filled with many details. She requested that as she reviews it, this committee advise on what is necessary and what can be removed going forward.

ECONOMIC DEVELOPMENT & PLANNING (ED&P): Ms. Tinney reported the following; agenda and attachments previously emailed.

I. MINUTES

A. Approval of minutes of June 6, 2023

Legislator Roberts asked for approval of the minutes from the June 6, 2023 committee meeting. Legislator Mullen made a motion to accept the June 6, 2023 minutes, seconded by Legislator Flesher. All were in favor.

II. FINANCIAL

The 2023 Year-to-Date Budget Reports were in the committee packets. Ms. Tinney reported the following:

A. Economic Development

- Year-to-Date Budget is tracking.

B. Planning

- Year-to-Date Budget is tracking.

C. Sustainability Management

- Year-to-Date Budget is tracking.

III. OLD BUSINESS

A. Reports

1. Tioga County Soil & Water Conservation District: Wendy Walsh, District Manager – No report in the committee packet. Ms. Walsh will email her report after the meeting, however reported the following:

- They are busy with designing and planning work, as well as many projects are under construction this summer.
- Two grants were applied for in June, two other grants will be applied for in August. WQIP is coming up in July and will partner up with the IDA for a project on Blodgett Road.
- The Hazard Mitigation Project is moving along; working with the consultant and setting up municipal meetings.
- Monthly meetings with the Ag Resource Group regarding the analysis of the Ag & Farmland Protection Plan implementation and thoughts on updates when the time comes.
- Sundaes on the Farm will be held on July 16th, Engelbert's Farm, 12PM-3PM.

2. Tioga County Tourism – Monthly Report previously emailed.

3. Cornell Cooperative Extension – No report this month.

4. Industrial Development Agency – Christine Curtis, Executive Director - In keeping with staff reporting, Ms. Tinney introduced Ms. Curtis. Ms. Curtis reported on current projects she is working on:
 - Anticipating a refund of \$350,000.00 from the ESD Water Tank Grant by August 19th. The contractor came in to do the final punch list and when reviewed the final balance will be paid. Veolia will be executing the property transfer documents to officially own the tank.
 - Awarded \$45,000.00 FEMA grant funds for engineering plans (Larson Design Group) for the Richford Railroad Crossing that floods; will be looking further for funding to get the work done.
 - Awarded an ESD Grant of \$23,650.00 to assist Raymond Hadley to investigate increasing their water capacity by way of connecting to VanEttens water dept. or other options possible; working with Larson Design Group. IDA will be matching 50%; \$23,650.00.
 - ARC Grant approved for supporting engineering designs for two 40,000 square ft. buildings to be constructed on IDA owned property.
 - Assisting Ian Mumbulo from Reed Brook Farms and Justin Jordan from Jordan Farms with a USDA meat capacity grant for equipment. Both applications are due July 19th.
 - Will be scheduling a tour at Crown, Cork and Seal for IDA Board Members and ED&P staff.
 - Annual loan site visits coming up.
 - Loan closing with the IRP loan program that supported HeaHea Healing and Health Retreats.
 - Previously approved the SunEast Valley Solar PILOT Agreement for the construction of a 20MW facility. They will be coming back to the IDA for a mortgage tax exemption.

B. Grants

1. Active Grants – Tioga County as the applicant:
 - a. CDBG- Racker Neighborhood Depot
 - Total Project Amount- \$7,933,000
 - Grant Amount- \$3,000,000
 - Tioga County Match- \$0
 - Match (other)- Racker
 - Admin Fee Collected-N/A
 - b. Restore NY- Fuddy Duddy's
 - Total Project Amount- \$2,400,000
 - Grant Amount- \$1,800,000
 - Tioga County Match- \$0
 - Match (other)- Property Owner
 - Admin Fee Collected- N/A
 - c. NYS Snowmobile- Countywide Phase 1 & Phase III
 - Total Project Amount- \$62,160
 - Grant Amount- \$62,160
 - Tioga County Match- \$0

- Match (other)- \$0
- Admin Fee (6%) Collected- \$3,269.52
- d. ARC- update Countywide Strategic Plan
 - Total Project Amount- \$50,000
 - Grant Amount- \$25,000
 - Tioga County Match- \$25,000/County Contingency
 - Match (other)- N/A
 - Admin Fee Collected- N/A
- e. NYPA- EV charging stations
 - Total Project Amount- \$1,000,000
 - Grant Amount- \$1,000,000
 - Tioga County Match- \$0
 - Match (other)- \$0
 - Admin Fee Collected- N/A
- f. DEC- HHW Program
 - Total Project Amount- \$22,962.38
 - Grant Amount- \$11,481.19
 - Tioga County Match- \$11,481.19/Sustainability budget
 - Match (other)- \$0
 - Admin Fee Collected- N/A
- g. Restore NY- Tioga Trails
 - Total Project Amount- TBD
 - Grant Amount- \$1,000,000
 - Match (other)- property owner
 - Admin Fee Collected- N/A

The committee was in agreement to continue to report/update on the above; until the project is complete.

2. Active Grants- Tioga County is not applicant – The following did not make it through the internal approval process for resolutions but are listed below. It is understood that next month they will be on the spreadsheet for discussion. With an abbreviated description, not benefit the county or improve quality of life, but what is the grant for; grant source, purpose, amount, benefit/reason for grant.

- a. Candor Schools
 - Grant Amount- \$ TBD
 - Use- Purchase of sports defibrillators
 - Benefit to County- improve quality of life
 - Detailed Purpose- Funds from this request will be used by the Candor Central School District (CCSD) to replace obsolete Automated External Defibrillators (AED) and purchase additional AEDs, to be used to help those experiencing sudden cardiac arrest. AEDs are electronic devices used to restart a person's heart that has stopped beating. They are safe, easy to use, and can be operated effectively by the public.
- b. Tioga County Anglers
 - Grant Amount- \$5,000
 - Use- initiate education program

Detailed Purpose- Funds from this request will be used by the Tioga County Anglers (TCA) to initiate a trout stocking education program in partnership with the Newark Valley Central School District's National FFA Organization (formerly 'Future Farmers of America') and the Department of Environmental Conservation (DEC). Geared towards students who aspire to careers as teachers, scientists, biologists, conservationists, engineers, etc., this program will offer students an opportunity to enhance and improve their knowledge of local conservation efforts and New York State DEC regulations while helping to restore the native brook trout population. Restoration of this species not only helps sustainably maintain the brook trout population, but also bolsters the local fishing economy.

c. Newark Valley United Church of Christ

Grant Amount- \$ TBD

Use- replace handicap access ramp

Detailed Purpose-NVUCC has identified stakeholders likely to rent the community space: organizational meetings, food processors, farmers market vendors, caterers/restaurants, one-time use parties/events, etc. Additionally, the recent large-scale resettlement of Amish farmers to the area will support the sustainability of the project. It is expected that this project will serve 50 farmers/entrepreneurs annually. For the first year, rental income is projected to be \$11,000.00. Plans are also underway to create a replicable plan for use by similar at-risk organizations. Replacement of the handicap access ramp will ensure the safety and accessibility of this historic building and is the final step in preparing the site for shared use.

d. Kali's Klubhouse

Grant Amount- \$5,000

Detailed Purpose- Funds from this request will be used by Kali's Klubhouse, Inc. (KKH) to facilitate their 7 Keys for Success Program. This equine assisted program addresses the need for safe emotional environments for youth, while also addressing the need for literacy and education to provide better outcomes. Youth partner with horses using experiential education to study the 7 Keys to Success. As part of this program, youth design a civic engagement project to share with members of their community, while they receive counseling/support from uniquely qualified equine facilitators that can assist in the development of soft skills and/or work readiness skills such as communication, time management, personal presentation, teamwork, positive attitude, self-confidence, and leadership.

Use- facilitate programming.

e. Neighborhood Depot

Grant Amount- \$50,000

Use- construction of Neighborhood Depot Center

Detailed Purpose- Neighborhood Depot, Inc. is requesting support in order to build a nonprofit hub for organizations to share services in rural Tioga County,

New York. The facility will be built above the 500-year flood zone and act as an emergency response center in times of crisis.

- f. Neighborhood Depot
Grant Amount- \$116,000
Use- construction of Neighborhood Depot Center
Detailed Purpose- Neighborhood Depot, Inc. is requesting support in order to build a nonprofit hub for organizations to share services in rural Tioga County, New York. The facility will be built above the 500-year flood zone and act as an emergency response center in times of crisis.
- g. Catholic Charities
Grant Amount- \$250
Use- purchase of food containers
Detailed Purpose- Catholic Charities Tompkins/Tioga has initiated a food rescue program in Tioga County. Help is needed to cover the cost of food rescue containers.
- h. Catholic Charities
Grant Amount- \$500
Use- purchase of supplies
Detailed Purpose- Funds will be used to buy supplies to support the Food Rescue Program. This program captures perishable food donations from area businesses and repackages these items for distribution to those in need. Not only does this program feed a vulnerable population, it also reduces local food waste, keeping tons of food out of landfills.

It was mentioned there should be a resource column on the spreadsheet.

- 3. 2023 EDP Contracts – ED&P was informed that contracts and agreements were not in Munis. The following is an update of those in process:
 - a. Evolve (EV charging stations)- confirmed contract and supporting documentation entered into MUNIS.
 - b. NY Main Street (North Ave)- Complete
*Ms. Jerzak is making proper adjustments and closing the project.
 - c. Electronic Waste MOUs (Towns & Villages)
 - i. Town of Nichols, Town of Tioga, Village of Waverly- Confirmed agreements and supporting documentation entered into MUNIS
 - ii. Town of Newark Valley, Town of Owego – Agreements still need to be entered into MUNIS
 - d. Farmer Brown Solar PILOT- No fully executed PILOT agreement in place at this time, however Agreement signed by Legislative Chair will be entered into MUNIS.
 - e. FEMA (Hazard Mitigation update)- Funds managed through Public Safety not EDP, we will not be entering this into MUNIS.
 - f. Community Development Block Grant (Racker)- Gathering all agreements and supporting documentation to be entered into MUNIS.
*Accts for budget modification requested.
 - g. ARC (Countywide Strategic Plan)- Confirmed all agreements and supporting documentation entered into MUNIS.

- h. Sandra and Robert Layman- N/A; possible connection to the DRI which is through the Village of Owego. Nothing to enter in MUNIS.
- i. Snowmobile Grants- Requested clarification from legal on status of existing contract already in MUNIS. Mr. DeWind reported the anti-discrimination language needs to be added to the old agreement. Ms. Tinney reported the new agreement will have to go to the State for approval. When this is completed and signed by all parties it should be added to the contract already in MUNIS. Ms. Haskell stated that the old agreement is not to be deleted, that the new agreement is to be added to what is already there.
- j. Restore (Fuddy Duddy's)- Gathering all current agreements and supporting documentation to be entered into MUNIS.
*Accts for budget modification requested. Resolution will be brought forward next month for accepting funds and modification of budget.
- k. Restore (Tioga Trails)- Gathering all current agreements and supporting documentation to be entered into MUNIS.
*Accts for budget modification requested. Resolution will be brought forward next month for accepting funds and modification of budget.
- l. Numerous other grants we assist on- confirmed no entries into MUNIS required if the County is not the applicant.

Next month Ms. Tinney will give an update on the above-mentioned contracts.

C. Economic/Community Development

- 1. June Meetings- It was decided that all meetings attended by staff did not have to be listed. Only important and interesting meetings should be reported on.

2. Village of Owego

a. Downtown Revitalization Initiative (DRI) administration

- i. \$40,805.16 admin fee received 6/12/23
Ms. Tinney reported this was for work done on the Shear Paradise Project. Ms. Haskell asked where the money went and if there was a resolution. Ms. Tinney reported the money went to the general fund and there was a resolution that the County was going to provide the administrative support. Ms. Sampson reported making the deposit through Miscellaneous Receipts in MUNIS and it was accepted by the Treasurer's Office. Ms. Tinney reported the agreement is with the IDA and the County. The IDA was the recipient of the funds. The IDA had an agreement with the County to do the administration on that part of the DRI. Ms. Tinney will research and report next month.
- ii. 37-41 Lake Street- Coordinated with architect, contractor, and property owner to begin construction.
- iii. 127 McMaster Street- Prepared and submitted disbursement request, coordinated with NYS HCR for additional funding.
- iv. 145 Front Street- Provided and requested grant documentation from property owner.
- v. 53-55 North Ave.- Worked on Requests for Proposals for contractors.
- vi. 187 Main Street- Worked with environmental contractor to complete environmental testing, complete environmental checklist and submit to NYS

- HCR, coordinated with property owner to send RFP's, sent RFP's to contractors, communicated with contractors, did MWBE outreach.
- vii. 68 North Ave.- Worked with environmental contractor to complete environmental testing, completed environmental checklist and submitted to NYS HCR, coordinated with property owners to send RFP's, solicited RFP's to contractors, communicated with contractors, did MWBE outreach.
 - b. Restore- Fuddy Duddys- Communicated with property owner to schedule progress meetings, prepared and submitted required NYS ESD reporting documents.
 - c. Restore- Tioga Trails- Award letter issued by NYS ESD
1. Village of Waverly
 - a. NY Forward- Local Planning Committee meeting was on June 7th.
 - b. Public Engagement meeting was on June 28th.
Ms. Tinney reported the meetings were well attended and some good projects will come out of this.
 2. Town of Nichols
 - a. Broadband- Fiber build out complete. Continue to do free installations until August 1st.
- D. Land Bank
1. Met with surveyors to confirm survey pin locations for fence placement.
 2. Candor NY Main Street-Communicated with NYS HCR about project completion, prepared disbursement request.
- E. Workforce Development
1. Talent Supple Table meeting planning (August meeting)
 2. BT Workforce school district partnership discussion.
 3. Press release Work Based Learning opportunities.
 4. Waverly/Owego school meeting next year events planning.
 5. Coordinated with school districts end of year data for ARC reporting
 6. EMS -Firefighter CTE Program.
 7. Planning for Manufacturing Day (10/6)
 8. TC3/GST BOCES/GB/ Clean Energy Summit and Lockheed Martin holding events re: local mfg (Sept-Nov)
- F. Planning
1. Countywide Strategic Plan
 - a. Develop Mission Statement with Legislators
 - b. Department Head meeting- 8/3 at Tioga Golf Club
 2. Hazard Mitigation Plan- Ongoing
- G. Sustainability Management
1. June E-Bulletin to Tioga County Employees.
 2. Continuing work with municipalities on EWaste & Clean-Up events.
 3. Reducing waste educational videos.
 4. Borrow a Bin- Coordinated 2 events.
 5. Improving website to coordinate with NYSDEC changes.
- H. IDA
- I. Misc.

1. GIS mapping activities- Ongoing, as needed.
2. State Lead responses- Ongoing, as needed.
3. GIS/IDA/EDP Available Sites Mapping and Website- Ongoing, update as needed.

IV. NEW BUSINESS

- A. Reports
- B. Grants
- C. Economic/Community Development
- D. Presentations (1)
 1. Leadership Tioga- Presentation on July 12th.
- E. Land Bank
 1. Special Board meeting called.
 2. Monthly NYLBA Rural Land Bank Committee meeting.
 3. Monthly NYLBA Board meeting.
 4. NYLBA Special meeting (Supreme Court decision)
 5. OA School- Liberty Street Property.
 6. Site visits upcoming foreclosure properties.
 7. Site visits
 8. Village of Owego housing project discussion.
- F. Workforce Development
- G. Planning
 1. 239 Reviews (2)
 - a. County Case 2023-015: Town of Owego, Site Plan Review (Style Edit), recommended approval with conditions.
 - b. County Case 2023-016: Village of Newark Valley, Site Plan Review (Peyper Fields), recommended approval with conditions.
 2. Town of Richford- Assisting Town Planning Board with solar law.
 3. Village of Waverly- Assisting with local approvals for housing project.
 4. Assisting with environmental compliance for Land Bank projects.
 5. Assisting Village of Waverly with close out paperwork for Economic Impact Study grant.
- H. Sustainability Management
 1. 2023 YTD
 - a. Paid to Broome County
 - i. HHW= \$5,664
 - ii. E-Waste= \$4,598
 - b. Towns (EWaste)= \$15,988
 2. Update to Solid Waste Management Plan
 - a. Recommendation for implementation of licensing requirements for haulers- Ms. Tinney reported this will allow greater control over their reporting. Ms. Pratt needs data from them and this will give leverage for requesting the data. Ms. Haskell reported we currently have a local law that talks about waste generators, haulers and what the requirements are. If requesting more out of the waste haulers we would have to repeal and replace our local law. It is not just a resolution. Ms. Tinney will come back with a draft next month. Ms. Pratt will research permit fees.

3. Sustainability Plan RFP- Sent to legal for review. Mr. DeWind will follow up.

I. IDA

J. Misc.

1. Tourism office- Hotel/Motel Tax Local Law. Schedule follows:

a. August meetings

i. 8/8- EDP presents resolution and Local Law to Committee

ii. 8/15- Legislative Meeting- ED&P Chair Roberts introduces Local Law, Legislature adopts resolution setting Public Hearing

iii. 8/24- Legislature conducts Public Hearing

b. September meeting

i. 9/12- Legislature adopts resolution for the Local Law

Ms. Tinney confirmed that there is no increase recommended.

2. Staff technical assistance clarification- Talked about earlier.

V. PERSONNEL

A. Anniversaries (July)

1. LeeAnn Tinney- 10 years

2. Megan out for knee surgery- Back in the office Wednesday, July 5th.

VI. RESOLUTIONS

G06-SEQRA Consideration for NYS Office of Parks Recreation and Historic Preservation 2023-2024 Snowmobile Trails Grant-in-Aid Program Phase II Application

G08-Authorize Transfer of Funds for Purchase of Laptop and Docking Station for EDP Dept

G18-Approve Technical Assistance Provided to Ti-Ahwaga Community Players

G20-Approve Technical Assistance Provided to Tioga County Industrial Development Agency and Tioga County Chamber of Commerce

G22-Authorize Local Sponsorship for Snowmobile Clubs

G23-Approve and Endorse Recreational Trails Grant Application Whitney Point Snowmobile Club for Equipment

After reviewing the above resolutions, Ms. Tinney asked for support to move the resolutions forward; vote on the resolutions follows:

Legislator Roberts - yes

Legislator Mullen - yes

Legislator Flesher – yes

Legislator Weston - yes

The following resolutions were pulled because they were not grant related. The vote was unanimous not to move these resolutions forward:

G16-Approve Technical Assistance Provided to Owego Elks Lodge

G17-Approve Technical Assistance Provided to Southern Tier Network

G19-Approve Technical Assistance Provided to Tioga County Chamber of Commerce

G21-Approve Technical Assistance Provided to Tioga County Property Development Corporation

The following resolution was pulled:

G24 -Authorize County Planning Director In-Kind Services to Village of Owego CSC Grant

Ms. Tinney reported that Ms. Jardine has served on the Climate Smart Committee as a resource, not providing any technical assistance. They are now applying for a grant and would like to claim Ms. Jardine's time serving on the committee as in-kind services. The vote was unanimous, not to move this resolution forward.

VII. PROCLAMATIONS- N/A

VIII. ADJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 2:45P.M.

Respectfully Submitted,
Linda Sampson
Administrative Assistant Economic Development & Planning