

ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING August 8, 2023

ATTENDEES:

Legislators: Barb Roberts, Dale Weston, Marte Sauerbrey

Staff: LeeAnn Tinney, Linda Sampson, Megan Schabl, Brittany Woodburn, Cathy Haskell, Stephanie Jerzak, Katie Chandler, Laura Schurter, Peter DeWind

Guests: Becca Maffei, Tourism Director

Legislator Dennis Mullen and Legislator Keith Flesher were not in attendance. Because of these absences there was no quorum making it so minutes could not be approved.

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

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

I. MINUTES

- A. Approval of minutes of July 5, 2023 – Unable to approve at this meeting; will approve at the September 5th meeting.

II. FINANCIAL

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

A. 2023

1. Economic Development
 - Year-to-Date Budget is tracking.
2. Planning
 - Year-to-Date Budget is tracking.
3. Sustainability Management
 - Year-to-Date Budget is tracking.

- B. 2024 Budgets with Notes from Munis – The following reports were in everyone's packet. Ms. Tinney reviewed the following budgets:

1. Economic Development Budget with Notes – 4 line items were increased and offset by one line item decreased; there was no increase to the 2024 budget.
2. Planning Budget with Notes – No change for 2024 budget.

3. Sustainability Management/Refuse & Garbage Budget with Notes – No change for 2024 budget.

Ms. Tinney reported on three other budgets, not our working budgets, but have oversight on:

- Southern Tier East Regional Planning Development Board (STERPDB) – The 2024 budget was increased by \$2,000.00. In 2021 the Legislature approved a \$2,000.00 annual increase over 3 years. 2024 should be the last year of this increase.
 - Snowmobile – The budget remains the same every year; State funds are in and out as distributed to the snowmobile clubs.
 - NY Main Street – A program that is now complete; possible adjustments in the future.
4. Tourism made their 2024 budget request as an Outside Agency. There was no change for 2024.

III. OLD BUSINESS

A. Reports

1. Tioga County Tourism: Becca Maffei, Director – Monthly Report emailed. Ms. Maffei distributed an updated report and highlighted the DRI Wayfinding Sign Project, 2023 Travel Guide, Recruitment Website, Event Cooperative Marketing Program, Sundae at the Farm, Southern Tier Paddle Trail, This Week in Wine Country, NY Forward, Department of Labor Day Out, 1903 Auto Rally Anniversary Drive, ITI Events Calendar and American Pickers.
3. Cornell Cooperative Extension – Monthly report previously emailed.
2. Tioga County Soil and Water Conservation District – No monthly report emailed.
4. Economic Development – Megan Schnabl, Economic Development Specialist - In keeping with staff reporting, Ms. Tinney introduced Ms. Schnabl. Ms. Schnabl reported on the current projects she is working on.

DRI Projects:

- 37-41 Lake Street, Gallery 41 - Still coordinating with the architect and contractors.
- 145 Front Street, The Parkview - New patio built, working to get the MWBE goals met.
- 53-55 North Avenue – Sending RFPs for contractors for interior work, have contractors for exterior work.
- 48-50 Lake Street, Trails building - Working with new property owner identifying the scope of work and getting paperwork to the state.

New Multi-Site projects:

- 187 Main Street - Still trying to get contractors,
- 68 North Avenue - Project is moving fast, brick repointing and concrete work is complete. This contractor will be working on the 53-55 North Avenue project. Sent RFP for deck work.

Other:

- Main Street Project in Candor - Finishing post construction environmental report and other paperwork to close the project.

➤ Working with Ms. Woodburn on the CDBG, Neighborhood Depot Project.

Two Restore Grants:

➤ Fuddy Duddys - Working with architect on best way to approach the funding

➤ Trails Building – In the beginning stages of this project.

Ms. Tinney reported the Ms. Schnabl did an interview WBNG on projects in the Village.

B. Grants

1. Active Grants – Tioga County as applicant

a. CDBG- Racker Neighborhood Depot – Ms. Woodburn and Ms. Schnabl are working on the paperwork.

b. Restore NY- River House Confectionery & Mercantile (Fuddy Duddy's) – Resolution listed below.

c. NYS Snowmobile- Countywide Phase 1 & Phase III – Ongoing project.

d. ARC- Update Countywide Strategic Plan

i. Department Heads meeting was held August 3rd at Tioga Downs Golf Club. Ms. Tinney reported that it was a good meeting. Consultants did a great job and will be back on September 18th and 19th; homework has been requested. Ms. Jardine did a great job getting this set up.

e. NYPA- EV charging stations

i. Kickoff meeting held July 6th, working through scheduling challenges with paving work being done.

f. DEC- Household Hazardous Waste Program- Ongoing.

g. Restore NY- Tioga Trails- Talked about earlier.

2. Active Grants- Tioga County is not applicant- Spreadsheet of these grants is in everyone's packet.

Committee Chair Roberts stated that any grants noted as technical assistance, those that received helped in some way with writing the grant, should go on the resolution.

Ms. Tinney reported that a blanket resolution has been sent to Ms. Haskell for review and has been approved. This blanket resolution will be used to enter those the ED&P staff provided technical assistance for: Tioga County Anglers (2), Kali's Klubhouse, Tioga Arts Council (2) and Owego Apalachin School.

3. 2023 EDP Contracts

a. Electronic Waste MOUs (Towns & Villages)- All agreements have been entered into MUNIS

b. Farmer Brown Solar PILOT- No fully executed PILOT agreement in place at this time, however Agreement signed by Legislative Chair Sauerbrey has been entered into MUNIS.

c. Community Development Block Grant (Neighborhood Depot)- All agreements and supporting documentation have been entered into MUNIS.

d. Snowmobile Grants- In MUNIS, however waiting for Legal Department to provide updated agreement.

e. Restore (Fuddy Duddy's)- Upon acceptance of resolution listed below, August 15th, agreement will be entered into MUNIS with appropriate account numbers.

f. Restore NY (Tioga Trails)- Upon acceptance of resolution listed below, August 15th, agreement will be entered into MUNIS with appropriate account numbers.

C. Economic/Community Development

1. Village of Owego
 - a. Downtown Revitalization Initiative (DRI) administration
 - i. Memo of Understanding- IDA, Ms. Haskell and Mr. DeWind approved; resolution for Legislative Chair signature listed below.
 - ii. WBNG interview, Megan Schnabl– Talked about earlier.
2. Village of Waverly
 - a. NY Forward- Local Planning Committee- 3rd meeting on July 12th.
 - b. Public Engagement meeting has been delayed due to giving more time for call for projects.
3. Town of Nichols
 - a. Broadband project- Complete; a very successful project.
 - i. 34 miles of fiber installed.
 - ii. Available to 800 addresses.
 - ii. 300 customers connected at this time.Ms. Tinney wants to thank the County, Town, State and Southern Tier Network for their work and support.
4. Leadership Tioga is ongoing.
5. Snowmobile grant is ongoing.
6. Tioga County Foundations Coalition is ongoing.
7. Tioga County Non-Profit Network is ongoing.

D. Land Bank – Ms. Woodburn is working on the following:

1. Monthly NYLBA Rural Land Bank Committee meeting attended.
2. Monthly NYLBA Rural Land Bank Board Meeting attended.
3. NYLBA Special Meeting - LBI (Land Bank Initiative) Program discussion- Ms. Woodburn reported this is a new program rolled out for funding streams.
4. Site Visits

E. Workforce Development- Mr. Lanning is working on the following:

1. WBNG interview
2. Talent Supply Table meetings
 - a. Established new 2023-2024 priorities.
 - b. Finished 2023-2024 report.
 - c. Coordinated/gathered end of year data.
 - d. Assist with planning Talent Supply Table networking meeting. Schools, businesses, BOCES, career center have been invited. Resolution regarding providing food and beverage is listed below.
3. Issued Work Based Learning press release.
4. Continue working in partnership with the Career Center.

F. Planning- Ms. Jardine continues to work on the following:

1. Countywide Strategic Plan- Department Head meeting August 3rd. Talked about earlier.
2. Hazard Mitigation Plan- Discussion continues, consultant met with municipalities.
3. Waverly School students sign project- completed.

G. IDA

1. Lounsberry Industrial Pocket Study- RFP's have been sent out for potential build out for light manufacturing warehouse-type buildings on IDA property.
2. Raymond Hadley- Water study underway.
3. Richford Railroad study underway.

IV. NEW BUSINESS

A. Economic/Community Development

1. Tour of V&S facilities

B. Presentations (3) – Ms. Tinney presented at the following:

1. Leadership Tioga on July 12th.
2. Lenders Roundtable – Will present on August 10th. This event is in partnership with the Chamber. The morning session provides information for local banks and credit unions. The afternoon session is for providing funding opportunities for not-for-profits.
3. Greater Valley Chamber- A business information session on August 31st. Ms. Curtis is providing assistance.

C. Planning

1. 239 Reviews (1)

- a. County Case 2023-017: Town of Nichols, Local Law (zoning change), recommended approval.

D. Sustainability Management- Dr. Pratt continues to work on the following:

1. Update to Solid Waste Management Plan
 - a. Local law- repeal/replace if there are any changes to that plan.
2. Sustainability Plan RFP- Responses due August 15th.

E. Misc.

1. Tourism office- Hotel/Motel Tax Local Law

- a. Local Law and resolution

- i. 8/15 Legislative Meeting- ED&P Committee Chair Roberts introduces Local Law, Legislature adopts resolution setting Public Hearing
- ii. 8/24 Legislature conducts Public Hearing – Ms. Tinney will be presenting at the hearing.
- iii. 9/12- Legislature adopts resolution for the Local Law

V. PERSONNEL

- A. All evaluations completed and submitted to Personnel.

VI. RESOLUTIONS

H04-Appoint Member (J Budney) to the Tioga County Planning Board

H06-Appoint Member (J Harris) to the Tioga Co LDC Board

H07-Acknowledge and Approve Name Change to NYS CDBG Racker NonProfit Grant and Modify ED&P Budget

H09-Authorize and Accept Restore NY Grant Funds for the Tioga Trails Project and Modify EDP Budget

H10-Authorize and Accept Restore NY Grant Funds with Name Change to Fuddy Duddys Project and Modify EDP Budget

H11-Authorize Transfer of Funds for Purchase of Laptop and Docking Station for EDP
Dept
H35-Legislative Approval to Exceed Tioga County Food and Beverage Policy
H37-Authorizing Legislative Chair Signature on Memo of Understanding with Tioga Co
IDA

Not listed, Ms. Tinney stated the blanket resolution for technical assistance provided by ED&P staff will be prepared following this meeting.

After reviewing the above resolutions, including the blanket resolution, Ms. Tinney asked those present at this committee meeting for support to move the resolutions forward for vote at the Legislative Worksession on August 15th. The vote to support this follows:

Legislator Roberts - yes

Legislator Weston – yes

Legislative Chair Sauerbrey stated that Ms. Tinney will not have to come to worksession for questions on the resolutions adding the information is clear and questions can be answered by Committee Chair Roberts or Legislator Weston.

VII. PROCLAMATIONS- N/A

VIII. ADJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 2:00 P.M.

Respectfully Submitted,

Linda Sampson

Administrative Assistant Economic Development & Planning