

## ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING November 8, 2022

### **ATTENDEES:**

**Legislators:** Barbara Roberts, Dennis Mullen, Dale Weston, Marte Sauerbrey

**Staff:** LeeAnn Tinney, Linda Sampson, Cathy Haskell, Elaine Jardine

**Guests:** Becca Maffei, Tourism Director

Legislator Ron Ciotoli was not in attendance.

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

**ECONOMIC DEVELOPMENT & PLANNING (ED&P): LeeAnn Tinney** – Agenda and attachments previously emailed.

### **I. MINUTES**

#### A. Approval of minutes of October 4, 2022

Committee Chair, Legislator Roberts, asked for approval of the minutes from the October 4, 2022 committee meeting. Legislator Weston made a motion to accept the October 4, 2022 minutes, seconded by Legislator Mullen. All were in favor.

### **II. FINANCIAL**

The 2022 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 Tourism – Becca Maffei, Tourism Director; monthly report previously emailed. Ms. Maffei reviewed her monthly report; highlighting the DRI Wayfinding Sign Project, Holiday Marketing Campaign, Recruitment Website, Waverly Access

Point Plan, Department of Labor Event, Online Services and ITI Digital Event Calendar.

2. Cornell Cooperative Extension- No report available.
3. Tioga County Soil & Water Conservation District- No report available.
4. Planning, Elaine Jardine- In keeping with staff reporting; Ms. Tinney introduced Ms. Jardine, Planning Director. Ms. Jardine highlighted the following:
  - Mandated activities of the Tioga County Planning Director follows:
    - Any project that requires local approval from the town/village boards or ZBA, within 500 ft. of state or county roads or agricultural district properties must go through the County Planning Board for recommendation. Ms. Jardine does a professional review for the County Planning Board so they can make an informed decision. Ms. Jardine keeps the legislators informed of projects in their districts. A brochure was distributed; Planning and Zoning Referrals Guide.
    - Agricultural Districts- A NYS Ag & Markets Program where farmers enroll their property, and an agreement is made with NYS that they will not convert their land from agriculture for 8 years, the review period for this program. There is also an annual inclusion every January; farmers can include their land in the program.
    - Multi Hazard Mitigation Plan mandated by FEMA needs to be updated every 5 years. This is a living document requiring meetings with the planning committee throughout the five years. Ms. Jardine reported being in contract with Soil and Water Conservation District and they meet with municipal officials for status updates on projects that are listed in the plan to ensure keeping this a living document.
  - Provide technical support to municipalities; work on local land use laws, site plan review, develop and update comprehensive plans, any special projects, 239 referral and review applicability on projects, as well as GIS mapping as required.
  - Assist in writing grants; municipalities, IDA and Economic Development.
  - Provide support to Economic Development; schedule and streamline local approvals, when possible, for projects that come up, GIS mapping, Village of Owego DRI local approvals and zoning compliance letters when needed.
  - Serve on ST8, Southern Tier East Regional Planning Development Board and Apalachin Regional Commission ARC Project Review Committee.
  - Assist in developing the County Strategic Plans and Tioga County Agricultural and Farmland Protection Plan.
  - Serve on several boards and committees.

Ms. Tinney reported that we are very fortunate to have Ms. Jardine, County Planning Director, located in the Economic Development office; making it easier to work on projects as they come up.

## B. Grants

1. Status
  - a. Potential (13)
  - b. Pending (27)
  - c. Active (37)

d. Completed (2)

When asked about how potential grants are kept track of, Ms. Tinney reported keeping a running list of all grants we become aware of and share these opportunities with those that might be interested. Ms. Tinney added that Ms. Ortu, as the Community Specialist, may provide guidance on completing the grant. Ms. Tinney will share this list with the committee.

C. Economic/Community Development

1. Village of Owego

- a. Downtown Revitalization Initiative (DRI) administration – This project is ongoing.
  - i. Home Central Project is complete.
  - ii. Municipal projects moving forward.

Ms. Tinney reported the DRI was structured in a way that a group of projects were put under the umbrella of the IDA. As part of that, the IDA would receive an administrative fee associated with those projects. Since it is the ED&P office that is administering the projects, the IDA has agreed to give back most of the administration fee to the County. In the end, the fees may total approximately \$120,000.00, however, the first of these administrative fee payments has been received; \$19,664.40. The IDA passed a resolution stating that 95% of that amount will be paid back to the county and the IDA will retain 5% of that fee. To date \$18,661.18 is being paid back to the County. This money will continue to be paid as the projects progress.

- b. NY Main Street (North Ave.) administration – Ongoing.

- i. Streetscape work is complete.

- c. OPRHP EPF Grant- Owego Police Department Station; ED&P assisted with the grant application and Ms. Jardine is providing oversight on the administration of that grant.

2. Village of Waverly

- a. NY Forward application- Village of Waverly made the short list and with the assistance of the ED&P office, the Village of Waverly did a great job presenting to the Regional Council Board for consideration of \$4.5M, or part of that. Announcement to be made December 22<sup>nd</sup>.

3. Village of Candor

- a. NY Main Street administration- Land Bank project is ongoing; some exterior work is complete.

4. Town of Nichols

- a. Justice grant application submitted.
- b. Broadband project continues
  - i. Next public meeting November 10<sup>th</sup>.
  - ii. WENY- Ms. Tinney was interviewed by WENY regarding the Nichols Broadband project.

5. Municipalities

- a. Snowmobile Grants- Ongoing.
- b. Sweeper/Vacuum truck status

- i. Shared Services Agreement- still pending; trying to get Town of Owego, Village of Owego, Village of Nichols, and the County onboard with the agreement.
    - c. Recruitment Website- Ms. Maffei spoke about earlier.
  - 6. REAP
  - 7. Leadership Tioga- Commencement planned for Wednesday, November 9<sup>th</sup> at 7:30AM.
- D. Land Bank
  - 1. Providence Housing- Potential housing project on Temple/Liberty Street. Ms. Tinney reported visiting a Providence Housing project in the Elmira area; a few Village of Owego Board members went along for the visit.
  - 2. OACSD House rehabilitation project- Ongoing.
- E. Workforce Development
- F. Planning
- G. Sustainability Management
  - 1. November E-Bulletin to be sent to Tioga County Employees.
  - 2. Hazardous Waste Program
    - a. Electronics/Hazardous Waste Pd to Broome Co- \$24,693.15
    - b. Electronics/Tioga County Towns Pd- \$1,641.60
- H. IDA
  - 1. Owego Gardens- Ongoing; water is being tested.
- I. Misc.

#### **IV. NEW BUSINESS**

- A. Reports
- B. Grants
- C. Economic/Community Development
  - 1. Waverly Trail- Cornell Design Connect; Ms. Maffei talked about earlier.
  - 2. Racker- TEAM Tioga was recognized by Racker for a Community Award, it was a nice event.
- D. Presentations (2)
  - 1. TC Chamber Business Expo
    - a. Networking/Marketing
    - b. Business Funding Opportunities
- E. Land Bank- Ms. Tinney reported a presentation was made by Ms. Jardine at the Rotary Club regarding the Land Bank due to Ms. Woodburn being detained with another project.
- F. Workforce Development- Mr. Lanning continues to work on the following:
  - 1. Regional Council Focus Groups- Workforce Development
  - 2. NYATEP Conference attended
  - 3. School/BOCES meetings
  - 4. Waverly Manufacturing Day
  - 5. Y-ON Coalition meeting
  - 6. Intergovernmental Sub Committee meeting

7. Education Workforce Report completed and posted to the ED&P website. A press release was sent. Ms. Tinney will send the report on to the committee.
- G. Planning- Ms. Jardine worked on the following:
1. 239 Reviews (4)
    - a. County Case 2022-027: Town of Owego, Area Variance (Harry's Expressway)- recommendation for approval
    - b. County Case 2022-028: Town of Owego, Rezoning (Mosher)- unanimous recommendation for approval
    - c. County Case 2022-029: Town of Tioga, Site Plan Review (Hea Hea LLC)- recommendation for approval
    - d. County Case 2022-030; Town of Owego, Special Use Permit (Art of Combat)- applicant withdrew request
- H. Sustainability Management
1. Town of Nichols Clean-up Event- Ms. Pratt attended and received positive feedback.
- I. IDA
- J. Misc.
1. State Lead Responses (0)
  2. Snowmobile Clubs are requesting an increase in registration fees. Ms. Tinney reported that currently club members pay \$45.00, non-members pay \$100.00. Looking for an increase requiring members to pay \$65.00, non-members pay \$135.00. Resolution listed below asking for the County's support for the increase.

## **V. PERSONNEL**

- A. Woodburn- Salary increase request; resolution listed below.

## **VI. RESOLUTIONS (17)**

- K09-Reappoint Member (Tinney) to the Broome-Tioga Local Workforce Development Board
- K10-Reappoint Member (Yetter) to the Broome-Tioga Local Workforce Development Board
- K12- Reappointment of Member (J Lacey) to Ag Farmland Protection Board 2022
- K13 -Reappoint Member (D Chrzanowksi) to the Tioga County Planning Board
- K14 -Reappoint Member (B Goodrich) to the Tioga County Planning Board
- K15 -Reappoint Member (G Updyke) to the Tioga County Planning Board
- K17-Transfer Sale of Property to TCPDC
- K20-Accept Grant Funds 2022 Solid Waste Budget
- K27-Filing of an Application for DEC Municipal Waste Reduction and Recycling (MWRR) Program
- K34-Reappoint L Pelotte to TCPDC Board
- K36-Reappoint S Yetter Jr to TCPDC Board
- K37-Reappoint M Sauerbrey to TCPDC Board
- K38-Reappoint D Astorina to TCPDC Board
- K39-Appoint At Large Member R Kelsey to the TCPDC

- K44- Support the Increase of the Snowmobile Trail Development and Maintenance Fund

This committee was in support to move the above resolutions forward, vote followed:

Legislator Roberts - yes  
Legislator Mullen - yes  
Legislator Weston – yes

After some discussion, it was decided the following resolution required a revision adding an additional RESOLVED to cancel action in the event the USDA grant closes prior to payoff:

- K11-Resolution Authorizing the Payoff of Interim Financing Associated with Village of Nichols USDA Grant

With no further topics of discussion or questions, Legislator Mullen motioned to go into Executive Session to discuss the following resolution:

- K18-Authorize Salary Increase for Economic Development Planning

## **VII. ADJOURNMENT**

Motion to adjourn Executive session by Legislator Mullen at 2:33P.M.

Respectfully Submitted,  
Linda Sampson  
Administrative Assistant Economic Development