I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:05 a.m. She welcomed Mr. Van Caeseele to the committee and to the Legislature. Ms. Lattimer asked Mr. Brewer to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 4, 2019, MEETING MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Planning

1. Modifying and Adopting Agricultural District No. 6 as a Result of the Eight Year Review – Mrs. Dlugos requested authorization to modify and adopt Agricultural District No. 6 as a result of the eight year review. This district is located in the towns of Caton and Campbell.

MOTION: MODIFYING AND ADOPTING AGRICULTURAL DISTRICT NO. 6 AS A RESULT OF THE EIGHT YEAR REVIEW MADE BY MR. MULLEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. Accepting a Grant from the Appalachian Regional Commission – Mrs. Dlugos stated this is the grant they applied for in 2018 to conduct a workforce housing study. The amount of the grant is $12,500. The results of the study will be due by September 2020.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO ACCEPT AN APPALACHIAN REGIONAL COMMISSION GRANT IN THE AMOUNT OF $12,500 FOR THE PURPOSE OF CONDUCTING A WORKFORCE HOUSING STUDY MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. Approval to Issue RFP for Professional Services for Workforce Housing Study – Mrs. Dlugos requested authorization to issue an RFP for professional services for the workforce housing study which is being funded by grant funds from the Appalachian Regional Commission.
MOTION: AUTHORIZING THE PLANNING DIRECTOR, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES FOR THE WORKFORCE HOUSING STUDY MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. InterMunicipal Agreement with Town of Addison Relative to Code Enforcement – Mrs. Dlugos requested authorization for an inter-municipal agreement with the Town of Addison for code enforcement. The only change to the agreement is that previously hours were outlined in the contract and now with the retirement of Mr. Rethmel, instead of office hours, concerns will be addressed on an appointment basis.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT WITH THE TOWN OF ADDISON RELATIVE TO CODE ENFORCEMENT MADE BY MRS. LANDO. SECONDED BY MR. HANNA FOR DISCUSSION.

Mr. Mullen asked are we charging back all of the costs? Mrs. Dlugos explained if there is something that requires a permit, the individual pays the County for the permit and that goes toward covering administrative costs. If there is a complaint and no permit, then Mr. Rethmel keeps track of his hours and mileage and that does get charged back to the town. Mr. Mullen stated he thinks there should be an additional charge to capture staff time for administration and overhead. Ms. Prossick stated she does not know if we are able to do that, but she will look into it.

Mr. Horton asked what would happen if every town said they did not want to do code enforcement? Ms. Lattimer commented that could happen because there is a State statute that requires it. Mr. Horton agrees with charging an amount above and beyond to discourage that from happening.

Mrs. Ferratella stated this is an issue for most of the towns because of the training they have to keep up with and the cost of the position. We had talked before about looking at code enforcement for the County. Mrs. Dlugos stated her office did do a training to look at different ways of stretching that responsibility. Mr. Wheeler stated this is something we have under the Share Services Plan and we will be meeting about a concept for that.

Mr. Van Etten commented everything has changed in the past 15 years with regard to the new requirements for education. The position itself has also changed during this time. The code enforcement officers handle multiple towns and spreads that cost. Mr. Wheeler stated we are also having trouble finding qualified code enforcement officers.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. Approval to Purchase Equipment for Transit WiFi System off State Bid – Mrs. Dlugos informed the committee that the 911 Director, Mr. Hopkins, had suggested that she could purchase the equipment for the transit WiFi off of State bid as the transit system is incorporated into the Emergency Management Plan. Purchasing this equipment off State bid would result in a significant savings.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO PURCHASE EQUIPMENT FOR THE TRANSIT WIFI SYSTEM OFF STATE BID MADE BY MR. MULLEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. County Manager

1. Contract Renewal – Hornell Humane Society – Mr. Wheeler requested authorization to renew the contract with the Hornell Humane Society for $8,500. With this funding the Hornell Humane Society has increased their T-S-N Program (Trap-Spay-Neuter) outside of Hornell to help control the cat population. They also work on the SPIRIT Program with the Sheriff’s Office.
MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE CONTRACT WITH THE HORNELL HUMANE SOCIETY FOR $8,500 ANNUALLY MADE BY MR. MULLEN. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. 2020 Contract – Empire Zone – Mr. Wheeler stated this contract is through the Hornell Chamber of Commerce/Hornell Industrial Development Agency for economic development. The annual, budgeted amount is $15,000. Mrs. Lando commented it would be nice to get a report to see how they are doing.

MOTION: AUTHORIZING THE COUNTY MANAGER TO CONTRACT WITH THE HORNELL CHAMBER OF COMMERCE FOR ECONOMIC DEVELOPMENT FOR AN ANNUAL AMOUNT OF $15,000 MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OUTSIDE AGENCIES
1. Cornell Cooperative Extension
   1. Supporting Resolution to Increase State Funding to Cornell Cooperative Extensions – Ms. McKinley stated all of the directors of Extension offices across the State are going to Albany at the end of January to request additional funding support from the State. We have been receiving $4 million for a number of years and we are asking that they increase that funding to $8 million.

MOTION: SUPPORTING AN INCREASE IN THE STATE APPROPRIATION FOR CORNELL COOPERATIVE EXTENSION ASSOCIATION TO $8 MILLION MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

V. OTHER BUSINESS
A. Newspaper Article – Ms. Lattimer stated Mr. Malter brought in an article published in yesterday’s Evening Tribune/Spectator with the headline “Steuben Wages Beat National Average”. Steuben was one of only two of the 44 small counties that had an average weekly wage of $1,095, which is the national average. In Steuben County, 38,000 workers brought home a weekly wage of $1,127 in weekly wages during the second quarter of 2019, according to the Bureau of Labor Statistics. Allegany County had 13,000 workers that brought in a weekly wage of $815 and Livingston County workers brought in $849 in weekly wages, which is well below the national average. The other small County, defined as a County with 75,000 workers or less, was Schenectady with 63,000 workers bringing in weekly wages of $1,115. Mr. Van Etten commented it would be interesting to get the correlation of the number of available worker wages in relation to the shortage of employees; typically wages increase when there are not enough workers.

B. Goals – Ms. Lattimer reminded everyone to think about goals for this year as she would like the committee’s input. The department heads will be working on their annual reports. Mr. Wheeler commented the annual reports should be available by mid-February.

MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, February 5, 2020
Legislative Committee Room
9:30 a.m.
Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, January 29, 2020

Agriculture, Industry & Planning Committee
Wednesday, January 8, 2020
I. CALL TO ORDER

Mr. Hanna called the meeting to order at 9:30 a.m. and asked Mr. Van Etten to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 8, 2020, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Planning


MOTION: AUTHORIZING THE PLANNING DIRECTOR TO SUBMIT AN APPLICATION TO THE 2019-2020 FEDERAL TRANSIT ADMINISTRATION FORMULA GRANTS FOR RURAL AREAS PROGRAM (5311) MADE BY MR. VAN ETTEN. SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

B. County Manager

1. Workforce Development – Three Rivers Development Contract – Mr. Wheeler requested authorization to renew the contract with Three Rivers Development for $50,000 for the workforce development coordinator. He stated next month, the Workforce Development Coordinator, Fred Arcuri, will be providing an update to the committee.
MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE CONTRACT WITH THREE RIVERS DEVELOPMENT FOR $50,000 ANNUALLY FOR THE WORKFORCE DEVELOPMENT COORDINATOR MADE BY MR. VAN ETTEN. SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

IV. OUTSIDE AGENCIES
A. Soil & Water Conservation District
   1. Activity Update – Mr. Parker presented an overview of 2019 District activities. He stated that at their annual meeting, they recognized Bluegill Farms as the 2019 Cooperator of the Year. They also recognized Canisteo Town Highway Superintendent Carlton Howland and Hornellsville Town Highway Superintendent Jason Emo for their work with the District. Mr. Parker stated numerous projects were completed in the District last year, and he provided a slide show of before and after pictures. He stated that during 2019, $2,727,036.49 in funds were brought into the County. For every $1.00 that is appropriated by the County, the District brought $15.00 back into the County in funding. We were able to complete 63 projects during 2019 and did not need to ask the County for any additional funding.

   Mr. Hanna asked are you involved in the 9-Element Program? Mr. Parker replied he is somewhat involved and will become more involved in the implementation process. Mr. Hanna asked will you receive any funding for that? Mr. Parker replied it is possible and he will be working closely with the Yates County Soil & Water Conservation District on that.

   Mr. Van Etten asked how many more CAFO (Concentrated Animal Feeding Operations) manure storage facilities need to be built in order to be in compliance with the State? Mr. Parker replied he believes they have four more to do that people have made application on. Then we will have most of the large CAFO’s covered. Currently the large CAFO’s are for farms with 300 or more mature animals. These projects have to be completed by the end of 2023.

MOTION: TO ADJOURN MADE BY MR. VAN CAESEELE. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, March 4, 2020
Legislative Committee Room
9:30 a.m.
Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, February 26, 2020
I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 9:45 a.m. and asked Ms. McKinley to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 5, 2020, MEETING MADE BY MR. MULLEN, SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Planning

1. Authorizing Public Hearing – Mrs. Dlugos requested authorization to hold a public hearing on land submitted for inclusion in certified agricultural districts during the 2020 annual thirty-day period.

MOTION: AUTHORIZING A PUBLIC HEARING ON LAND SUBMITTED FOR INCLUSION IN CERTIFIED AGRICULTURAL DISTRICTS DURING THE 2020 ANNUAL THIRTY-DAY PERIOD MADE BY MR. MULLEN, SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. Public Hearing for Community Development Block Grant Application – Mrs. Dlugos requested authorization to hold the annual public hearing for the Community Development Block Grant application. She stated this does not need a resolution and public hearing will be held in March.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO HOLD A PUBLIC HEARING FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION MADE BY MR. VAN CAESEELE, SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. Woodlands Project – Mrs. Dlugos informed the committee that Woodlands had submitted a grant application last fall and that project is finally moving forward and we are working with them on this project.
4. **Workforce Housing Study Consultants Contract Award** – Mrs. Dlugos informed the committee that the Appalachian Regional Commission (ARC) funded a workforce housing study in December. We were able to get four proposals, two of which were good enough to warrant phone interviews. She stated Susan Payne and Margaret Lawrence submitted a joint proposal and they also received a proposal from MRB Group.

Mrs. Dlugos stated she is recommending awarding to Susan Payne and Margaret Lawrence as they really understand the focus of workforce housing. This will be a countywide study, but we will be focusing on the Village of Bath, the Town of Erwin and the Town/Village of Wayland. Mr. Mullen asked what is the term of the contract? Mrs. Dlugos replied the study will be completed by September 30, 2020. The total cost is $25,000. Mr. Mullen commented in the future, he would like to get copies prior to the meeting. Mrs. Dlugos stated there is a lot of data work; updating the data that we already have for the I-86 corridor and the City of Hornell. They will also be looking at housing in Hornell and will determine if additional housing is needed. They will also meet with Human Resources and leadership at places of employment and will be looking down the road in terms of hiring, recruitment, housing, etc. Even though this is workforce focused, some of the strategies that come out will also be useful to the Land Bank and local municipalities.

Ms. Dlugos commented with MRB they did not have the connections with the workforce and Ms. Payne and Ms. Lawrence already have that. The proposal from MRB was $24,999.

**MOTION:** AWARDS THE REQUEST FOR PROPOSAL FOR THE WORKFORCE HOUSING STUDY CONSULTANT CONTRACT TO SUSAN PAYNE AND MARGARET LAWRENCE FOR A TOTAL COST NOT TO EXCEED $25,000 MADE BY MR. MULLEN. SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Ferratella asked when is Mr. Arcuri making his presentation to the committee? Mr. Wheeler replied next month.

IV. **OUTSIDE AGENCIES**
A. Cornell Cooperative Extension
   1. **Informational** – Ms. McKinley distributed business cards to the legislators present and stated she would love to host having you coming over and visit and learn more about our program. She also passed around a sign-up sheet if anyone would like to receive their E-Newsletter.

V. **OTHER BUSINESS**
A. **Renewable Energy** – Mr. Malter asked if Mr. Johnson could come in and make a presentation on the windmill projects, in particular the extension of the Cohocton Wind Project, the Prattsburgh Wind Project. He also asked about the Dansville Solar Project. Mrs. Dlugos stated they are just getting into the solar project and her office has been working with the Town of Dansville on their solar regulations. She has seen a very preliminary look at the project and most of it is in Allegany County. There are two projects in Dansville; one is an Article 10 and the other, Bright Solar, is not an Article 10 project.

Mr. Mullen commented there is a change to Article 10 that there may now be a separate State agency that can grant approval if the process is not finalized within one year. Mr. Wheeler stated Article 10 gives NYSERDA approval to set the PILOT payment. Three years in the Article 10 process is too long. Mr. Mullen commented one of the problems with Article 10 is that there are so many agencies are just mulling over the same issue and not getting a resolution.

Mr. Van Etten stated the IDA Board has talked about solar projects and has decided to take a step back now and figure out what the best process is and look at changes in a standardized way to bring projects. Our group is looking at putting together a proposed plan based on what other counties are doing. One proposed solar project is 27 acres behind Simmons Rockwell in Bath.
Ms. Lattimer commented the solar projects are taking agriculture out of production. Mr. Wheeler commented Mrs. Dlugos is working with the municipalities to look at their agricultural land. Mr. Van Etten stated one of the questions he asked was to make sure there is a decommissioning allowance on these long-term programs. Approximately one half of the townships do not have zoning. Mr. Wheeler stated one of the other issues is energy storage; we do not have any idea of how to deal with this. Mr. Van Etten stated with decommissioning, that has to be evaluated every year. Mr. Malter asked is there money set aside to take care of that? Mr. Van Etten replied it would be part of the bond.

Mr. Mullen stated with the wind projects, there is a letter of credit that is stronger than a bond and they have to negotiate the terms of those. With the Article 10 process, we have wanted the towns to be named in the letters of credit. Mr. Van Etten stated during the public comment, there were claims that the developers are building the project and then leaving. Mr. Mullen stated some of the comments at the Legislative meeting are accurate and some are not.

MOTION: TO ADJOURN MADE BY MR. VAN CAESEELE. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, April 1, 2020
Legislative Committee Room
9:30 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, March 25, 2020