

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
JULY 15, 2015**

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Root, D. Healy, C. Jessup, K. LaForge, D. Pullen, C. Crandall

Others Present: M. Alger, L. Ballengee, H. Budinger, P. Curran, D. Decker, K. Dirlam, D. Fanton, K. Graves, R. Hollis, T. Miner, B. Riehle, T. Ross, C. Santora, R. Sobeck-Lynch, N. Ungermann, J. Wood

Media Present: D. Donohue, *Olean Times Herald*

Call to Order: The meeting was called to order at 2:00 p.m. by Planning & Economic Development Committee Chairman Ted Hopkins.

Approval of Minutes

A motion was made by Legislator LaForge, seconded by Legislator Root, and carried to approve the Planning & Economic Development Committee minutes of June 17, 2015.

Economic Development/Industrial Development Agency

Monthly Report

Development Team Coordinator Jack Wood told the Committee that the Development Team had met the previous day and that he would allow other members of that team at this meeting describe their projects during their reports. The one item he did wish to note, however, was that the "Park-and-Ride" has now become a "red" issue, meaning, per his code on his Smart Objectives sheets, that it is stalled. However, because he believes it is an important part of the I-86 development, he and Kier Dirlam would continue to pursue this project. He also said that the Business and Industry Team he had put together has been meeting and hope to return to Committee in September with an International Economic Development Plan. Mr. Wood then requested an executive session. Legislator Hopkins asked if it could be deferred toward the end of the meeting when another executive session would be held. Mr. Wood agreed.

County Planner

Monthly Report

County Planner Kier Dirlam included the following in his report: there would be no Planning Board meeting that evening. Also, he would be attending the Southern Tier West Board meeting on Thursday, July 16, 2015, because all other County representatives would be attending the Legislative Board meeting at the Allegany County Fair. Mr. Dirlam attended the Northeast Regional American Planning Association Conference in Saratoga Springs in June, which he said, was a valuable endeavor. Mr. Dirlam went on to say that he was very close to choosing a Planning and Development Specialist from among the applicants. He added that he assisted Caneadea with some maps as that municipality is making zoning map modifications. he also assisted the Town of Amity with its new Comprehensive Plan. He believes the Plan was passed by the Town Board recently, but he has no confirmation. Mr. Dirlam said that the Hazard Mitigation Team had met the previous day. He added that they are still hopeful that grant

funding will come through to allow them to hire a consultant to help complete the update of that 800-page Plan. Finally, Mr. Dirlam said that the Comprehensive Planning School is about two-thirds complete; however, they have taken a brief hiatus over the summer to allow the participating municipalities to complete some of the work.

Greater Allegany Chamber of Commerce

Monthly Report

Greater Allegany Chamber of Commerce Executive Director Gretchen Hanchett was unable to attend the meeting. Mr. Dirlam presented her report in her stead. Among the items in Ms. Hanchett's report: in the past month, the Chamber's sandwich boards have been set up at a variety of events throughout the County including the Lavender Festival, Pioneer Oil Days, and the Allegany County Fair. The Chamber has advertised in *Jazz Magazine*, *Explore NY*, and the Balloon Rally section of the *Wellsville Daily Reporter*. Ms. Hanchett had some good news: she has secured the promise of 10-12 RVs from Lime Lake Marina and RV to house participants during the Fireball Run. The flip side is that she needs an additional 20-30 RVs to make this happen. Lime Lake Marina and RV also provided Ms. Hanchett with leads to other RV dealers to help accomplish this. Ms. Hanchett continues to be in conversations to have outfitters locate to Allegany County. Most recently, she discussed the possibility of having Kent Farms adding on an outfitting business. Finally, the Chamber is working with other groups such as the Alfred Business Group and the Rushford Business Group to create sub-chapters of the Greater Allegany Chamber of Commerce.

Employment & Training

Monthly Report

Employment & Training Director Reita Sobeck-Lynch distributed her monthly report to Committee members and entertained questions/comments. Receiving none, she went on to say that E&T is in receipt of the WIOA (Workforce innovation and Opportunity Act) Youth Contract in the amount of \$123,906. E&T will contract with Literacy West and the Southern Tier Traveling Teachers to handle the literacy and numeracy parts not done in E&T. Ms. Lynch went on to say that for the past eight years, E&T has had a full-time person from the Office of Temporary Disability Assistance Jobs Program who now works half time for Allegany County and half time for Cattaraugus County. She added that her office has had a Senior Employment and Training Counselor who has been on medical leave since mid-February. There is a possibility Ms. Lynch will need to come to Committee to ask for a temporary replacement. Finally, Ms. Lynch said that during a discussion regarding the biggest employers in Allegany County, the following figures were determined based on the 2012 census: NYS government is the largest employer (include ASC, teachers, county, and municipalities) followed by the 844 private sector firms employing 9,666 people. Also, about 406 of the County's 784 farms have the principal occupation of farming.

Accept & Appropriate \$5,480 in Disability Employment Initiative (DEI) Funding

Ms. Lynch requested a resolution to increase budget appropriations for the acceptance of \$5,480 in Disability Employment Initiative DEI funding. This money will allow E&T to purchase three new computers to benefit clients with disabilities who come to the E&T Center and need to use the computers. Thus, the sum of \$5,480 should be placed in appropriations account CD1 6400.201 (Adm Equipment) with a like sum placed in revenue account CD1 6400.4701.00 (Adm

Federal Aid). Approval was granted on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Executive Session

The Committee entered executive session for a discussion regarding the proposed sale or acquisition of real property at 2:20 p.m. on a motion by Legislator Root seconded by Legislator Jessup, and carried. The Committee exited executive session at 2:40 p.m. on a motion by Legislator LaForge, seconded by Legislator Jessup, and carried.

Request to Fill Secretary to Director of Planning Position

County Administrator Mitch Alger presented a request to fill the Secretary to the Director of Planning position, noting that this is primarily a change of title for the incumbent, although, officially, the title of Secretary to the Director of Development will be eliminated. This position will provide administrative and technical assistance to the Director of Planning. It is a non-union, Grade 2, Step 11 position. Permission to fill the position was approved on a motion by Legislator Root, seconded by Legislator Healy, and carried. **Refer to Ways & Means**

Request to Fill Director of Planning Position

Mr. Alger also presented a request to fill the Director of Planning position. This is also a non-union, Grade S4 position responsible for the initiation, coordination, directing, and review of activities undertaken by the County Planning Department. This position will be budgeted at \$66,500. This will require an amendment to the S4 Salary Schedule. Permission to fill the position with the necessary S4 amendment, was approved on a motion by Legislator LaForge, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 2:40 p.m. following a motion by Legislator LaForge, seconded by Legislator Healy, and carried

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators