

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE

AUGUST 19, 2015

NOT APPROVED

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

Others Present: M. Alger, H. Budinger S. Burt, P. Curran, , K. Graves, L. Gridley, R. Hollis, T. Miner, T. O'Grady, B. Riehle, T. Ross, C. Santora, R. Sobeck-Lynch, N. Ungermann, C. Whitfield, J. Wood

Media Present: D. Donohue, *Olean Times Herald*; B. Quinn, *Wellsville Daily Reporter*

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 Root, seconded by Legislator Jessup, and carried to approve the Planning & Economic Development Committee minutes of July 15, and July 27, 2015.

Employment & Training

Monthly Report

Employment & Training-Director Reita Sobeck-Lynch entertained comments/questions on the report she distributed to Committee members. When asked by Legislator Healy, she said that there are not a lot of manufacturing job openings at this time. She also noted that although E&T keeps track of Veterans using its services, the Department of Labor decided earlier this year not to keep track of them any longer although E&T continues to offer the services it has offered to them all along.

Request to Fill Position

Ms. Lynch requested permission to hire a temporary Senior Employment & Training Counselor (AFSCME, Grade: 17, Step: Base-7) because the employee that holds this position has been on medical leave for six months and continues to be until further notice. During this time, our OTDA partner has been cut to half time here. This has created an additional work load for counselors who have shared this work for six months and are overloaded. The source of funding for this position is 80 percent Federal dollars and 20 percent DSS dollars. This position will allow E&T to decrease the wait for services such as assessment, resumes, job search and referrals and documentation. Existing and current clients engaged in work or training activities will not benefit from staff monitoring progress toward customer goals. Customers will be served more efficiently and counselor will not incur any overtime related to the absence of this position. This position is in the 2015 budget and is funded by the Workforce Investment Act & DSS. Approval to fill the permission was granted on a motion by Legislator Healy, seconded by Legislator Root, and carried. **Refer to Ways & Means**

Economic Development/Industrial Development Agency

Monthly Report

Economic Development/Industrial Development Agency/Development Team Coordinator Jack Wood told the Committee that the Crossroads site can now move on proposals after the IDA purchase of the former Truck Stop at the intersection of I-86 and Rte. 19 created a 30-acre opportunity for business development. This purchase is considered a significant component in developing the Crossroads location as a desired lodging, food, and fuel destination for thousands of travelers, visitors, and Allegany County residents. He said a formal press release would be issued later in the day.

Planning

Monthly Report

Director of Planning Kier Dirlam was unable to attend the meeting, but provided the following:

"I regret that I am unable to attend the Planning and Economic Development meeting this month. Here are a few items that have occurred in the last month or status updates on major projects:

"The Office of Planning had new staff assigned to it: H. Kier Dirlam – Director; Cathleen Whitfield – Secretary to the Director of Planning; Bryan Gamache – Planning and Development Specialist. Mr. Gamache started work on August 3, 2015, and has been working hard to learn the new duties of his position.

"**Comprehensive Plan School** - The municipalities have created and sent out surveys to their residents in an effort to gather as much information as possible for their Comprehensive Plan development. Classes will resume in September.

"**Caneadea Zoning Map revision** - a new Zoning map has been created for the Town of Caneadea for their next meeting review. We are expecting completion of this project during next 60 days.

"**Crossroads Waterline** - Final engineering, environmental, permits, and development of the Water Transportation Corporation is progressing well with completion of all these last details expected to be completed by mid-September barring any unforeseen issues.

"**Park and Ride Project** - We are awaiting response from FTA and NYSDOT on the latest response submissions to their questions. We are looking forward to approvals to move forward with final engineering and bids going out this winter.

"**Consolidated Funding Applications** - KHEOPS submitted grant applications on behalf of at least two municipalities. I have also heard that an additional two were submitted through other service providers. I will be participating in the Smart Growth Review Committee in Buffalo at the end of August."

Greater Allegany Chamber of Commerce

Greater Allegany Chamber of Commerce Executive Director Gretchen Hanchett was not in attendance at the meeting.

Executive Session

The Committee entered executive session to discuss the employment history of a particular individual at 2:15 p.m. on a motion by Legislator Root, seconded by Legislator LaForge, and carried. The Committee exited executive session at 2:55 p.m. on a motion by Legislator Healy, seconded by Legislator Root, and carried.

Contract with Alfred State College

County Administrator Mitch Alger presented a memorandum of explanation requesting approval to enter into a contract between Allegany County and Alfred State College whereby the College will provide assistance for the development and implementation of an economic and industrial development program for Allegany County with an emphasis on attracting businesses and industries to locate within the County and promoting expansion of existing businesses and industries. The relationship of ASC to the County arising out of this agreement shall be that of an independent contractor. The initial term of this agreement shall begin September 1, 2015, and end on August 31, 2016, unless earlier terminated by either party in accordance with this agreement. Notwithstanding such initial term, the agreement shall automatically renew for two additional one-year terms unless either party provides written notice to the other party at least 60 days prior to said renewal date that the party does not wish to renew this agreement. Approval of this contract was granted on a motion by Legislator Pullen, seconded by Legislator Root, and carried. **Refer to Ways & Means**

Budget Transfer

County Administrator Mitch Alger sought approval to enter into an agreement with Alfred State College for economic development services. The following budget adjustment to fund the above initiative for the remainder of the year in the amount of \$41,700 would be required:

FROM	TO
A6430.101 (Economic Development-Regular Pay)	A6430.477 (Economic Development-Contractual)

There are currently funds available in the 2015 Economic Development budget (due to the vacant Director of Development position) to fund the obligations of the proposed contract for the remainder of 2015. If approved, \$100,000 will be budgeted in the 2016 Budget and then annually thereafter according to the terms of the agreement. Approval was granted on a motion by Legislator Healy, seconded by Legislator LaForge, and carried. **Refer to Ways & Means**

Referral from Affordable Government Committee

Local Law & Amended Purchasing Policy

At the last Affordable Government Committee meeting, the proposed amended Local Law authorizing the use of "Best Value" in the competitive bidding process was presented. Best value purchasing involves using a scoring or rating scale to acquire goods and/or services. Best value is defined as the basis for awarding certain service and purchase contracts to the offerer that optimizes quality, cost, and efficiency, among responsive and responsible offerers. Such basis shall be, wherever possible, quantifiable (State Finance Law §163 (1) (j)).

At that time, Legislator LaForge explained that this change would take advantage of some of the changes the State made a couple of years ago by adding best practices in our purchasing policy. As a separate matter, our Procurement Policy should be amended to reflect the use of best value once the local law goes into effect. County Attorney Tom Miner added that the blue highlighted portion of the document is the modification of our procurement policy by addition of that language. As the consensus of the Committee was that this is a good idea, they approved the amendment and referred it to Ways & Means for additional action on a motion by Legislator LaForge, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:00 p.m. following a motion by Legislator LaForge, seconded by Legislator Pullen, and carried

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