

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE

January 20, 2016

NOT APPROVED

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

Others Present: L. Bliven, H. Budinger, S. Burt, P. Curran, D. Decker, K. Dirlam, K. Graves, L. Gridley, G. Hanchett, R. Hollis, K. Hooker, C. Knapp, J. Margeson, T. Miner, T. O'Grady, B. Riehle, T. Ross, R. Scott, R. Sobeck-Lynch, N. Ungermann

Media Present: B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 2:05 p.m. by Planning & Economic Development Committee Chairman Deb Root.

Approval of Minutes

Employment and Training Director Reita Sobeck-Lynch would like the following information corrected on the December 16, 2015 minutes:

- On page 4, first sentence should read, "has been working with the Department of Social Services with the ~~able bodied adults without disabilities (ABOD)~~ Able Bodied Adults Without Dependents (ABAWD) population."
- On page 4, second paragraph should say, "She said twenty-one people came in by assessment through DSS in ~~December~~ November. "

A motion was made by Legislator Jessup, seconded by Legislator Pullen, and carried to approve the Planning & Economic Development Committee minutes of December 16, 2015, as amended.

Economic Development/Industrial Development Agency

Monthly Report

Development Team Coordinator Jack Wood was attending a conference in Albany.

Accept and Approve Contract with HVS

A resolution was requested to approve a contract with HVS to provide development services for the 18-acre site in Belmont, New York, in the amount of \$10,000. Legislator Root stated this contract came before the Ways & Means Committee, and was referred back to the Planning and Economic Development Committee. Legislator Jessup stated this wasn't a County bill, and it doesn't reference the County in the contract. Chairman Crandall stated he spoke with County Treasurer Terri Ross. The previous County Administrator Mitch Alger identified \$12,694.29 in the Pat McGee Fund which is the low level radio waste fund to pay for HVS. These funds were designated for the development of the Crossroads area. Chairman Crandall recommended using funds from this account since that is what is was designated for. The balance of the money would be used for other expenses, and anything beyond the \$12,694.29 would be the IDA's expense. County Treasurer Terri Ross stated it would close that Capital account, and they don't have to figure out another way to use the money. Legislator Jessup asked if the County needs a contract with the IDA. County Attorney Tom Miner stated they would come up with a way to show that the funds were being used for a specific purpose. Legislator Jessup believes they would need a contract with the IDA if they are going to vote on

transferring funds. Chairman Crandall believes a Board resolution that identifies what the funds would be used for would solve that problem.

Attorney/Client Session

The Committee entered attorney/client session at 2:15 p.m. on a motion by Chairman Crandall, seconded by Legislator Healy, and carried. The Committee exited attorney/client session at 2:26 p.m. on a motion by Legislator Pullen, seconded by Legislator Healy, and carried.

Approve Transfer and Payment to IDA for HVS Services

Legislator Pullen made a motion to approve the payment to the Allegany County Industrial Development Association (IDA) for \$12,964.29 from account number H6997.200 to reimburse them for funds expended on development efforts at the 18-acre parcel at the Crossroads, seconded by Legislator Healy, and carried. **Refer to Ways & Means**

Office of Planning

Monthly Report

Director of Planning Kier Dirlam stated Development Team Coordinator Jack Wood is at a conference in Albany, and believes he will be attending the meeting next month. He also said Craig Clark was at a previously planned conference, and will also be here next month. Mr. Dirlam said he will send a written report for the next meeting because he will not be here. Mr. Dirlam reported he has been meeting with Mr. Clark from Alfred State and with Mr. Wood in order to come to an understanding of the steps to move forward with development in the next few months. Mr. Dirlam believes Mr. Wood will focus on development of IDA-owned properties and the Crossroads. Mr. Clark will be responsible for everything else including retaining and bringing in businesses. He added Mr. Clark understands what needs to be done, and is moving in a positive direction. Finally, Mr. Dirlam announced the Planning Board Dinner is tonight at Moonwinks in Cuba at 6:00 p.m.

Accept and Re-Appropriate Allegany County Comprehensive Planning School Funds

Mr. Dirlam requested a resolution to accept and re-appropriate unspent funds in the amount of \$27,838.43 for the Allegany County Comprehensive Planning School CFA #27929/ Contract #39511. The original resolution for this grant was #131-14. This grant was to expire on December 31, 2015, but NYSERDA has approved an extension of the grant through December 31, 2016. The funds should be re-appropriated as follows:

Appropriations		
A8020.495	Home & Community Service – Contractual (Allegany County Comprehensive Planning School)	\$27,838.43
Revenue		
A8020.3089.00	State Aid Other	\$27,838.43

Mr. Dirlam reported they finished all of the classes, but they still need to write the plans. He noted the towns and village have to complete them. Legislator Decker asked if there was a deadline where they would lose funding. Mr. Dirlam replied he confirmed the new date with

NYSERDA in November. The request was approved on a motion by Legislator Pullen, seconded by Legislator Hopkins, and carried. **Refer to Ways & Means**

Greater Allegany Chamber of Commerce

Monthly Report

Greater Allegany Chamber of Commerce Executive Director Gretchen Hanchett had three things she wanted to highlight. She distributed the new travel guide. She also reported the Alfred Business Association voted on becoming a chapter under the Greater Allegany County Chamber of Commerce. Ms. Hanchett said they are starting to move forward with the County’s mission of supporting other businesses and groups. She is very excited about it, and will be doing a press conference. Ms. Hanchett talked about the goal of putting together an outfitting company. She distributed a flyer advertising one of the packages. Ms. Hanchett said they will be filming for the travel show with the Snowmobile Association. She will also come in and show the Tour Blend phone app. She announced there is a Sports and Travel Show at Good Times in Olean this weekend, and she will be attending.

Accept and Appropriate New York State Tourism Matching Funds Grant

Ms. Hanchett requested a resolution accepting the New York State Tourism Matching Funds Grant in the amount of \$61,756. The \$60,000 has already been appropriated in the 2016 Budget under account number A6989.476 (Tourism & Culture – Contractual) and to Revenue account number A6989.3715.00 (State Aid – Tourism Promotion); however, the additional \$1,756 should be appropriated as follows:

Appropriations		
A6989.476	Tourism & Culture – Contractual	\$1,756
Revenue		
A6989.3715.00	State Aid – Tourism Promotion	\$1,756

Ms. Hanchett stated last year they received \$53,000. Interim County Administrator John Margeson stated the \$61,756 in the grant has to be matched by the County. Currently they have \$60,000. Mr. Margeson requested to amend the previous request to include the transfer of \$1,756 from A1990.429 (Contingency) to A6989.475 (Tourism and Culture – Contractual) in order to budget Allegany County’s portion of the matching grant funds. The request was approved on a motion by Legislator Healy, seconded by Legislator Pullen, and carried. The request was approved on a motion by Legislator Healy, seconded by Legislator Jessup, and carried as amended. **Refer to Ways & Means**

Employment & Training

Monthly Report

Employment & Training Director Reita Sobeck-Lynch handed out her monthly report. She said December was quiet because of the holidays. She noted six people found jobs. Ms. Sobeck-Lynch attached the report she receives every month from the Department of Labor, the fact sheet that explained how they come up with that number, and an article about why some people are no longer looking for work. She noted one of the reasons people are not seeking work is because of health reasons or disabilities. Another reason is a lot of people are in college. Legislator Root asked if Ms. Sobeck-Lynch is basically saying the demographics of the

Country and our area have been changing to a point where less people are employable. Ms. Sobeck-Lynch said yes, but the 2015 data may show differently. Legislator Graves commented a part of the population has given up, and the numbers get skewed because they give up. Legislator Healy stated some of them are put on Social Security Disability. Legislator Root also asked about the large portion of the population that is at the retirement age. Ms. Sobeck-Lynch believes the baby boomers started reaching retirement age in 2011. Legislator Root said she sees this as an opportunity for younger people to get good jobs because of the people leaving the workforce. Ms. Sobeck-Lynch agreed with Legislator Root stating it is a good opportunity for them to assume leadership roles.

Ms. Sobeck-Lynch reported there are currently 87 positions open in Allegany County, and 26 were just listed in January. She stated in the employment assessment class for the Able Bodied Adults without Dependents (ABAWD), they had a cost avoidance of \$486,168 in 2015. Ms. Sobeck-Lynch announced the Wellsville Chamber of Commerce Business after Hours is tonight from 5 to 7 p.m. at Jones Memorial Hospital. Legislator Root commented that Ms. Sobeck-Lynch led the County Employees for the United Way drive. Legislator Root said she received notice that the United Way met their goal, and thanked Ms. Sobeck-Lynch for all of her work to help reach that goal. Ms. Sobeck-Lynch thanked the County employees that contributed. Legislator Graves said Ms. Sobeck-Lynch did a good job.

Appointments to the Southern Tier West Regional Planning and Development Board

The Chairman of the Board plans to appoint Craig Clark of Alfred, New York, to fill Mitchell Alger's unexpired three-year term ending May 31, 2016, as a member of the Southern Tier West Regional Planning and Development Board at the Board meeting on Monday, January 11, 2016.

The Chairman of the Board plans to appoint Debra A. Root of Scio, New York, to fill the remainder of Theodore Hopkins' three-year term ending May 31, 2017, as a member of the Southern Tier West Regional Planning and Development Board at the Board meeting on Monday, January 11, 2016. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Hopkins, and carried. **Prepare Resolution**

Appointment to The Industrial Development Agency and Commercial Incentive Board

The IDA recommends that Judith D. Hopkins of Fillmore, New York, fill the remainder of the late Theodore L. Hopkins' four-year term expiring December 31, 2017, as a member of the Industrial Development Agency. The appointment would commence immediately, and expire on December 31, 2017. The request was approved on a motion by Legislator Healy, seconded by Legislator Jessup, and carried. **Prepare Resolution**

The IDA recommends that Judith D. Hopkins of Fillmore, New York, fill the remainder of the late Theodore L. Hopkins' four-year term expiring December 31, 2017, as a member of the Commercial Incentive Board. The appointment would commence immediately, and expire on December 31, 2017. The request was approved on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Prepare Resolution**

Crossroads Leases

County Attorney Tom Miner stated there are two five-year leases for each of the buildings at the Crossroads and one twenty-five year lease for the expanded parking area. He said in the past they have had leases for the Crossroads buildings, but not for the parking lot.

Mr. Miner talked about the Park and Ride Project, and a potential Federal grant for the development of the parking area. In order to secure the grant, the County has to have a lease for the useful life of the improvements made in the parking lot. Twenty-five years would be the useful life. Legislator Healy asked if there was an out in the leases. Mr. Miner replied there is not a specific out because he didn't think it was necessary based on the relationship they have with the IDA. Mr. Miner said in the building leases the County has the right of first refusal if the IDA wanted to sell the buildings, and an option to buy the buildings. Legislator Graves asked if the Park and Ride Project fell through, would the County be required to take care of the parking lot. Mr. Miner said there is a minimal payment of \$10 a year for the parking lot lease, and there is no obligation. Legislator Healy stated he would feel better about the leases if they had an out. Mr. Miner said they can't have an out in the parking lot lease because they would not receive the grant.

Attorney/Client Session

The Committee entered attorney/client session at 2:39 p.m. on a motion by Legislator Healy, seconded by Legislator Pullen, and carried. The Committee exited attorney/client session at 2:48 p.m. on a motion by Legislator Healy, seconded by Legislator Pullen, and carried.

Crossroads Lease – Office for the Aging and Veteran's Service Agency

Mr. Miner requested a resolution to accept and approve the Crossroads Lease for the building that houses the Office for the Aging and Veteran's Service Agency in the amount of \$8,700 a month for five years. The building comprises approximately 8,000 square feet. The request was approved on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Prepare Resolution**

Crossroads Lease – Allegany County Tourism Visitors Center and Conference Center

Mr. Miner requested a resolution to accept and approve the Crossroads Lease for the building that houses the Allegany County Tourism Visitors Center and Conference Center in the amount of \$5,800 a month for five years. The single floor structure is 12,500 square feet. The request was approved on a motion by Legislator Pullen, seconded by Legislator Hopkins, and carried. **Prepare Resolution**

Crossroads Parking Lot Lease

Mr. Miner requested a resolution to accept and approve the Crossroads Lease for the parking lot in the amount of \$10 a year for twenty-five years. The premises consist of all of the parking lots, driveways, sidewalks, curbs, and bus island to be constructed as part of the Park and Ride facility, as depicted on the proposed site plan prepared by KHEOPS Architecture, Engineering, & Survey, DPC, attached hereto. The request was approved on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. (Voting no: D. Healy) **Prepare Resolution**

New Business

Legislator Root said she has been talking with Craig Clark about some reports, and how they come to this committee. They talked about basing the reports on the Matrix the Economic Development Structure Center of Excellence has put together. Legislator Root stated Mr. Clark

gave an example of what it would look like. He wanted to give a report on the bio-refinery development on the Wellsville campus. So for his example, that would fall under Strategy 2, which is business and industry retention, expansion, and attraction. He reported right now there is \$3 million on hand; \$2 million from ESD, and \$1 million from DASNY. He is working on a grant with EDA for \$3 million. He is also working on developing a lease or donation for a \$2 million facility, and working on additional funds through a connection from the United States Forest Service Product Laboratory. She has spoken with Director of Planning Kier Dirlam, Greater Allegany Chamber of Commerce Executive Director Gretchen Hanchett, and Employment & Training Director Reita Sobeck-Lynch about the reporting. They will report on the progress on the 3 strategies in the Matrix. Under each strategy there are objectives, and they will tie in their activities to how they are meeting the strategies and objectives.

Legislator Root said she looked for the charge for the Planning and Development Committee. She thinks it is important to know where they are going, and to keep the Committee focused. She reported she couldn't find one, so she drafted a charge and a vision statement.

The Charge of the Planning and Development Committee is:

To lead, support, and enable an environment in which Allegany County becomes an economic competitor that supports community infrastructure development that attracts, retains, and expands local businesses and industries through direct investments in Allegany County.

The vision statement is:

To provide for and support the highest level of economic development services that will enable Allegany County to retain and attract investment in businesses, industries, and supportive infrastructure.

Legislator Root said it is open for discussion, and she would like the committee to give input. She encouraged the Committee to discuss it with each other, and give comments. She noted this can be discussed at the next committee meeting.

Good of the Order

Legislator Burt suggested pausing a moment before making a motion after coming out of an attorney/client session to allow everyone to return and hear the motion.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:06 p.m. following a motion by Legislator Hopkins, seconded by Legislator Pullen, and carried

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board
Allegany County Board of Legislators