

**ECONOMIC DEVELOPMENT/PLANNING/
RECREATION, FORESTRY AND PARKS COMMITTEE MEETING
February 20, 2018**

PRESENT: Legislators Larry Dolhof, Ron Burns, Jerry King and Randy LaChausse, County Manager Ryan Piche, Economic Development/IDA Director Eric Virkler, Planning Director Frank Pace, Recreation, Forestry & Parks Director Jackie Mahoney, HR Director Chris Boulio. Reporters Steve Virkler and Nick Altmire

Committee Chairman Ron Burns called the meeting at 8:30 a.m.

Legislator LaChausse made a motion to approve the 1/16/18 meeting minutes as amended, seconded by Legislator King and carried.

The following dockets were approved:

- 1-Open portions of County Route 28 for snowmobile access
- 2-Contract w/MOLPUS for temporary easement agreement
- 3-Contract w/Technological Services Group (TSG) to design and host ATV permit webpage
- 4-Reclassify Planner to a Sr. Planner effective 4/2/18 at \$55,099
- 5-Extend contract w/Clark Patterson Lee for Southern LC Regional Water Study til March 2019
- 6-Inclusion of McCue property in Village of Lowville into Agricultural District
- 7-Reappoint Randy Schell to Home Consortium Board from 4/6/18-4/6/21

At the request of Jackie Mahoney, Legislator King made a motion to propose a resolution to record the Board's comments for ATV access subject to a temporary revocable permit on the Bald Mountain Road from 4/1-8/31 with more enforcement in the area. If approved, it will be considered a "pilot" procedure for Lewis County with NYSDEC for ATV access on the Oswegatchie Easement property. The motion was seconded by Legislator LaChausse and carried.

Planning Director Frank Pace reviewed his monthly update report (attached).

Frank reported the MOU had been executed with JCC for the Extension Education Center. The DASNY grant application for the \$250,000 facilitated through Senator Griffo has been re-submitted for this project. The only remaining document required to support the application is the deed to transfer the land to the County from the Agricultural Society.

Frank reported on drone flights that collected video documentation of the regional main tributaries to document what creates flooding problems and enhance monitoring efforts.

A decision on the State Clean Energy Communities \$100,000 grant application is expected in March or April and would be utilized to install LED lights in most County buildings.

During a recent ceremony, partnerships were forged between businesses and soldiers to assist them with the transition to civilian life. Some of the nine soldier participants were offered jobs by Lewis County business owners.



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Memo

TO: Ryan Piche, County Manager
Planning Legislative Committee

- Ronald Burns, Chairman
- Jerry King
- Randall LaChausse

CC: Cassandra Moser, Deputy Clerk of the Board

FROM: Frank Pace, Director of Planning

DATE: February 12, 2018

SUBJECT: February 2018 Committee Report (Meeting: 2/20/18 @ 8:30 AM)

DOCKET ITEMS:

1. Resolution authorizing inclusion of certain agriculturally viable land (McCue property) into a certified agricultural district and negative declaration determination.
2. Resolution to authorize creation of Senior Planner position.
3. Resolution to extend contract with Clark Patterson Lee through March 2019 for Southern Lewis County Regional Water Study Project.

Monthly Highlights

- The Lewis County-JCC Educational Center MOU signing.
- Submitted DASNY grant documents for capital funds for the Education Center.
- Office of Emergency Management drone flights in areas of our flood impact.
- Resubmitted our Clean Energy Communities grant application for the \$100,000 (LED lighting).
- Attended a ceremony on transitioning soldiers to civilian life through an educational partnership between Fort Drum, JCC, MVCC and SUNY Poly.

Cornell Cooperative Extension and Maple Producers

- Assisting maple producer with guidance relative to marketing material.
- Assisting CCE with Maple Weekend programs and tree tapping event.
- Attended and provided product presentation at NYSAC Conference on January 29, 2018.
- Attended Dairy Day, participated in conversation with producers on marketing and other farming-specific topics.

County Projects

- Continue to work with Ways & Means and Building & Grounds committees on various projects including Solar, and Clean Energy Communities grant program.
- Assisting IT and County Manager with broadband project.
- Attended bi-weekly conference call with Mohawk Networks working group.
- Assisting EMS with the Hazard Mitigation Plan project. .On January 25, 2018 participated in drone flights over areas of impact associated with flooding. The drone flights were provided by the NYS Fire Safety Department/Office of Emergency Management.
- Assisting Solid Waste with a single sort program. Will continue to work with them on the concept development as needed.

Chamber of Commerce and Recreation, Forestry & Parks

- Staff Planner attended the monthly Chamber meeting

Soil & Water/Flood Mitigation

- Our team continues to monitor the stream system with varying weather conditions.

Advanced Educational Program

- Continue discussions with Lewis-JCC Educational Center Team. As all are aware, our MOU has been signed and our teams are being developed. The County Manager, County Attorney, JCC President Dr. Stone, Dean of Continuing Education Terrence Harris and BOCES Executive Director Steven Todd met on February 8, 2018 to review and implement project.
- On February 8, 2018 Education Team had their kick-off meeting to discuss the Design Team and Advisory Committee. Draft RFP was sent to the Design Team and Ways & Means Legislative Committee for review and comment.
- On February 8, 2018 met with Representative Darrel Aubertine from the NYS Comptroller's Office, County Manager, County Attorney, Legislator King, Eric Virkler, former Legislator Brennan and Assemblyman Blankenbush to discuss possible funding for the education project.
- On January 24, 2018 I attended the Fort Drum, JCC, MVCC and SUNY Poly ceremony on transitioning soldiers and educational opportunities. Kraft Heinz Plant Manager accompanied me to the event.
- Continue to coordinate site visits between our manufacturing base and JCC for educational program development.
- Completed and resubmitted DASNY Grant for \$250,000.00 for capital improvements associated with the Lewis County-JCC Educational Center.
- Attended a manufacturer luncheon on February 9, 2018, promoted by JCC.
- Working with BOCES on our 2018 Summer Camp Program. Currently developing project concepts for the students. Also working with them on the Wind Blade Challenge between the school districts.

Clean Energy Communities Study

- Our Clean Energy Community revised grant application was submitted on January 19, 2018; awaiting final response.

County Planning Board / 239-L and M Reviews

- No referrals for the month February.
- Met with the IDA on February 1, 2018 to provide guidance with regard to their development of the proposed Commerce Park project. Provided land use, SEQR and zoning information relative to the process.

Southern Lewis County Regional Water Study

- Continue to work with Clark Patterson Lee on the project. Assisted the Town of Leyden with their public community meeting on February 8, 2018. Also, a final formal letter went out to the Village of Lyons Falls, Port Leyden and the Town of Lyonsdale as to their possible interest in the water study project.
- At the February 8, 2018 meeting the Town of Lyonsdale expressed an interest in working with the group as they are having significant problems with their water distribution system. Mayor Collins from Port Leyden will be coordinating a meeting with Lyonsdale.

Central Lewis County Regional Water Study

- Awaiting NYDOS contract for execution. It is anticipated the contract will be sent to the County by the end of February 2018.

Community Outreach Program

- Continue to work on the 2020 Census Bureau project.
- Started compliance with the next 6 required webinars for our CDBG housing grant project. These webinars will run from January through April 2018. They require participation for the grant to be executed.
- Continue to work with DANC on Lyons Falls BOA Step 3 and its scope of work and administration of the project. We have finalized the budget and submitted to DOS for approval.
- January 18, 2018 attended a meeting with the Town of Lewis to assist them in preparation of documents related to the DEC grant that they were awarded for a new salt barn. The Planning Department will continue to assist as they move forward with the RFP for construction.
- February 1, 2018 attended the annual members meeting for the FDRLO at JCC. The topic was Fort Drum, their missions and readiness capabilities.
- February 9, 2018 attended a Fort Drum Community Presentation event at JCC Sturtz Theater on Fort Drum's mission.

Tyler Munis Financial System Budget Report

2018 Budget is on target. #8020-Planning Year-To-Date Budget Report is attached.



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TO: Frank Pace, Director of Planning

CC: Ryan Piche, County Manager
Cassandra Moser, Deputy Clerk of the Board
Planning Legislative Committee

- Ronald Burns, Chairman
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FROM: Casandra Buell, Planner

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Lewis County Public Transportation

- Working with WWNY-TV to develop and produce two (2) Lewis County Public Transportation commercials focused on the general public transportation system and the upcoming summer Old Forge Route.
- Attended the Spring Semester Orientation on January 20, 2018 at Jefferson Community College to provide one-on-one guidance to students interested in utilizing the Lewis County Public Transportation JCC Connector Route.
- Working with Enchanted Forest Water Safari to develop a collaborative marketing campaign for the 2018 LCPT Old Forge Route.
- Met with Northern Regional Center for Independent Living (NRCIL) team leaders to discuss a “shared services” transportation approach for their clients. We are working with managers to schedule client appointments around the established public transportation system to save NRCIL excessive transportation costs.
- Met with Kathy Manning, Manager of Karcher Country Estates regarding LCPT services to and from the facility. I was also able to meet with several residents to discuss their specific needs.
- Contacted local school district guidance counselors to disseminate information pertaining to our Utica and JCC College Connector Routes.
- Working with Brandan Bassett of the Lewis County IT Department and Birnie Bus to mount, install and configure the Wi-Fi modems on the two current LCPT buses.

Training

- Attended NBC Watertown's "Digital Advertising Seminar" held on January 16, 2018 at the Hilton Garden Inn.
- Participated in the CDBG "Getting Started" webinar held on January 17, 2018.
- Attended Cornell Cooperative Extension's "Dairy Day" presentation on "Generation and Consumer Product Trends: Why People Buy the Things They Do" presented by Matt Draper, Executive Director of Clarkson University's Shipley Center for Innovations, on January 30, 2018 at the Lowville Elks Lodge.

Double Play Community Center

- Met with Double Play Community Center and Lewis County Economic Development on January 23, 2018 at the Lewis County IDA/Economic Development Office to discuss the Community Center Project's current status and the path ahead.
- Met with Double Play Community Center and Lewis County Economic Development on February 13, 2018 at the Lewis County IDA/Economic Development Office to discuss the Community Center Project's opportunities for feasibility study grant funding.

Community Development

- Attended and assisted with the Lewis County Agriculture and Farmland Protection Board meeting held on January 17, 2018 at the Cornell Cooperative Extension Conference Room.
- Assisted the Town of Lewis with the preparation of documents in relation to the recent DEC grant that they were awarded for a new salt barn.
- Attended the Lewis County Leadership Academy session "Follow Me" presented by Christie Andrus-Nakano at the Lewis County Chamber of Commerce on January 19, 2018.
- Attended the Lewis County Wellness Committee meeting held on January 23, 2018 at the Lewis County Courthouse.
- Attended the Lewis County Water Quality meeting held on January 30, 2018 at the Soil and Water Conservation District Office.
- Met with Tim Petersen of LCIDA on February 1, 2018 to discuss details regarding the proposed Commerce Park.
- Met with the Leadership Academy on February 2, 2018 to discuss the team's project and future aspirations.
- Attended the Lewis County Chamber of Commerce Board of Director's meeting on February 7, 2018.

Tyler Munis Financial System Budget Report

- 2018 budget is on target. #5630-Bus Operations Year-To-Date Budget Report is attached.