

March 20, 2018

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

Frank reported that the Request For Proposals (RFP) had been advertised for an architectural firm for the JCC Educational Center project.

Avangrid sponsored the recent wind blade challenge event with 7 participating teams that were graded on the amount of power generation and the lift. The Copenhagen team won.

Frank will be assisting during the next year with development of the Emergency Management Comprehensive Plan.

He had attended the maple tree tapping event held last weekend that hosted Assemblyman Ken Blankenbush and JCC President Ty Stone. The maple businesses demonstrate their process of collecting sap which varies from buckets to the most advanced technology.

The engineer signed off this morning on the solar project, and Greenskies representatives had made technical adjustments. The project has been passed on to National Grid for connectivity that should occur within the next couple of days.

There was discussion on the Comprehensive Economic Development Strategy (CEDS) Committee that has nine members whose term will expire 4/30/18. Frank reported that the committee has not met in the past two years. He had previously reached out to members who chose not to meet unless there was a relevant issue. The committee is required as a prerequisite for the County to apply for Federal Economic Development Authority (EDA) funding.

Legislator King recalled that Committee members were not representative of all areas of the County. Board Chairman Dolhof affirmed his support to continue the committee, stating their purpose was to identify and prioritize economic projects that would then be initiated.

Eric stated that the County has not received EDA funding in several years. The monies are for infrastructure to enhance development and/or private business ventures. In his experience, Eric believes the EDA may be more receptive to a County application since we have not received funding for a length of time. He cited the business park or a private business project such as Kraft-Hines as probable examples for approved funding.

It was suggested that the CEDS committee meet at least once per year for a general update. Legislator King would like to see the complete CEDS member list before considering reappointments. Terry Clark was asked to provide the list to this Legislative Committee and Board Chairman Dolhof.

The meeting adjourned at 9:30 a.m. on motion of Legislator LaChausse, seconded by Legislator King and carried.

Respectfully submitted,
Terry Clark, Clerk of the Board



OFFICE OF LEWIS COUNTY PLANNING

7660 North State Street
Lowville, New York 13367
Telephone: (315) 376-5422
Fax: (315) 377-3137

Frank J. Pace

Casandra M. Buell

Susan M. Kulzer

Director

Planner

Senior Keyboard Specialist

frankpace@lewiscounty.ny.gov casandrabuell@lewiscounty.ny.gov suekulzer@lewiscounty.ny.gov

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: March 12, 2018

SUBJECT: March 2018 Committee Report (Meeting: 3/20/18 @ 8:30 AM)

DOCKET ITEMS:

Topic for Discussion with Committee: Continuation of CEDS (Comprehensive Economic Development Strategy) Committee and reappointment of members whose terms expire April 30, 2018

Monthly Highlights

- The Lewis County-JCC Educational Center Request for A & E Proposal noticed
- BOCES and Local School's Wind Blade Challenge held on Friday March 10, 2018
- Office of Emergency Management Hazard Mitigation Project commenced March 8, 2018
- Maple Weekend

Cornell Cooperative Extension and Maple Producers

- Assisting maple producer with guidance relative to marketing material
- Coordinated March 17th Tree Tapping Event with JCC President Dr. Stone
- Attended Farm Bureau Legislative Day Conference on March 5, 2018 in Albany

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

County Projects (continued)

- Assisting EMS with the Hazard Mitigation Plan project. Kick-off meeting held March 8, 2018
- Prepared Request for Proposal (RFP) for Architect and Engineering Design proposal for the Lewis County-JCC Education Center. RFP packages sent out on March 7, 2018, noticed in the newspaper and posted on County website

Chamber of Commerce and Recreation, Forestry & Parks

- Staff Planner attended the March monthly Chamber meeting

Soil & Water/Flood Mitigation

- Our team continues to monitor the stream system with varying weather conditions
- Attended Water Quality meeting on February 28, 2018. Discussed various topics regarding County projects.

Advanced Educational Program

- Continue discussions with Lewis-JCC Educational Center Team. County Manager and I participated in a conference call on March 7, 2018 with JCC regarding a grant application to the Northern Border Regional Council for \$250,000 in education equipment. Our Team will be contacting the agency to determine the criteria for application.
- Continue to coordinate and attend site visits between our manufacturing base and JCC for educational program development. As of the date of this report, have met with Great Lakes Cheese. Scheduled to meet with Otis, Aries Chemical and HP Hood on March 14th and 15th and Viking-Cives on March 27, 2018.
- Attended Wind Blade Challenge on March 10, 2018
- Will attend Quarterly Career Technical Education (CTE) BOCES meeting on March 13th

County Planning Board / 239-L and M Reviews

- One referral for the month of March from the Town of New Bremen

Southern Lewis County Regional Water Study

- Continue to work with Clark Patterson Lee on the 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. Our Team has assisted Lyonsdale with the public notice and conceptual district mapping for the public meeting to be held on March 27, 2018 at the Port Leyden Fire Hall at 6:00PM.

Central Lewis County Regional Water Study

- Awaiting NYDOS contract for execution. Completed review of the proposed workplan and budget with DOS. We have agreed on scope, it is anticipated the contract will be sent to the County by the end of March 2018. Upon execution of contract we can prepare RFPs.
- On February 21, 2018 met with the Town of Watson on the progress of their water system and housing.

Community Outreach Program

- Continue to work on the 2020 Census Bureau project. We have received large amounts of secured documents to start our review process. Within the next several weeks letters will be sent out to specific target areas for updated information to import into the Census files.

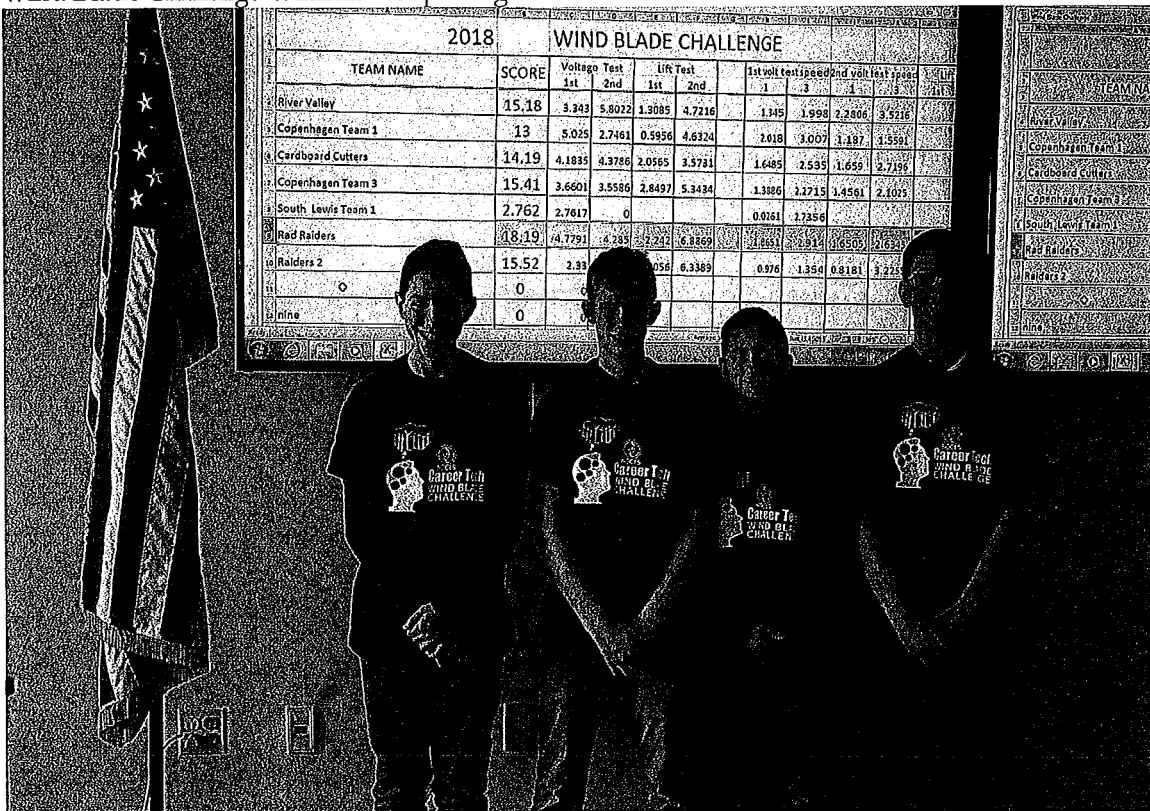
Community Outreach Program (continued)

- Only two compliance webinars for our CDBG housing grant project left to complete. 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.
- Continue to assist the Town of Lewis 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 needed moving forward with the RFP for construction.
- Assisted the Tourism Team with presentation in the Village of Turin on February 20, 2018.
- Attended the Hospital community meeting with regards to their grant application for expansion project.
- On February 27, 2018 attended a Workforce Taskforce development meeting. The Team will work on developing elements that can help in further programs to assist our community.

Tyler Munis Financial System Budget Report

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

Wind Blade Challenge Winners - Copenhagen





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DATE: March 12, 2018

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Lewis County Public Transportation

- Worked with WWNY-TV to shoot and produce the first of two Lewis County Public Transportation commercials for 2018. This commercial focused on the general public transportation system and the next commercial will focus on the summer Old Forge Route.
- Worked with Brandan Bassett, Lewis County IT Department, to install and configure two (2) Wi-Fi modems on our two (2) Lewis County Public Transportation buses. The third modem will be installed and configured once we receive the 5311 Capital Funds to purchase another bus. We expect to receive an update on these funds within the next few weeks.
- Worked with Kathy Manning, Manager of Karcher Country Estates, and Tracey Murray, Property Manager at Valley View Courts, to launch a once a month bus route from Karcher Estates and Steeple View into Lowville from mid-morning to early afternoon as requested by several residents.
- Programmed the existing digital bus signs on our two (2) Lewis County Public Transportation buses. Now, the public will be able to easily identify what route the buses are picking up riders for. This also frees up space on our buses for additional curbside advertising.
- Prepared and submitted the 2017 Annual 5311 Report to NYS DOT on March 7, 2018.
- Submitted the paperwork to extend our Transit Operating Assistance Agreement to the end of 2018 as requested by Laura Hacker, NYSDOT.

Lewis County Public Transportation (continued)

- Attended South Lewis Central School's 18th Annual College & Career Fair on March 8, 2018 to promote our Lewis County Public Transportation route to prospective JCC, SUNY POLY, MVCC and Utica College students.
- Working with local business along our bus routes to approve the installment locations of our bus stop signs.

Training

- Attended the mandatory NYS 2018 Federal Program Compliance Workshop in Syracuse, NY on February 27, 2018. Lewis County Public Transportation is one of several Northern New York transit operators that will be reviewed this Spring/Summer by NYSDOT to ensure that we are properly adhering to FTA mandates.
- Participated in the CDBG Program Administrator Webinar on February 28, 2018.
- Attended the "NYS Civil Service Overview" presented by the Lewis County Human Resources Department.

County Planning Board / 239-L and M Reviews

- Assisted in the preparation of one (1) 239-M review for the month of March. County Planning Board recommendation will be presented for the following municipality at the March 15, 2018 CPB meeting:
 - Site Plan Review - Town of New Bremen Town Board

Double Play Community Center

- 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 feasibility study and funding sources.

Community Development

- Attended the Lewis County Chamber of Commerce Business After Hours sponsored by The ARC, Oneida-Lewis Chapter on February 15, 2018.
- Assisted with the "Recreational Engagement" presentation on February 20, 2018 at the Village of Turin meeting.
- Attended the Business Leaders Breakfast on February 23, 2018 at the Lowville Elks Lodge.
- Attended the Lewis County Leadership Academy session "Moving On Up" presented by Eric Virkler at the Lowville Elks Lodge on February 23, 2018.
- Attended the Double Play Board of Directors meeting held at their Community Center on February 27, 2018.
- Attended the Lewis County Water Quality meeting held on February 28, 2018 at the Soil and Water Conservation District Office.
- Met with Brian Trainor, The Moose Radio Station, on March 1, 2018 to record an informational radio announcement regarding the estimated economic impact of Lewis County's outdoor recreation and tourism industry.
- Assisted Cornell Cooperative Extension with promoting Lewis County at the Taste of New York Reception held in Albany on March 5, 2018.
- Attended the Lewis County Chamber of Commerce Board of Director's meeting on March 7, 2018.

Tyler Munis Financial System Budget Report

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