

**ECONOMIC DEVELOPMENT/PLANNING/
RECREATION, FORESTRY AND PARKS COMMITTEE MEETING
May 15, 2018**

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

The annual local Fair Housing seminar will be held on 5/31/18 with a guest speaker from NY Home & Community Renewal. Previous seminars have focused on tenants and landlords, so this seminar will focus on pertinent information and procedures for agencies.

Frank participates in weekly meetings to identify a site by 6/30/18 for the Food Hub project initiated by Senator Patty Ritchie.

All stakeholders recently collaborated to refine the JCC education center building floor plan. The plans will be presented to the Lowville Planning Board for approval on 5/23/18.

The solar project began generating power to the grid effective 5/7/2018. Three new inverters will be installed to increase current generation of 1.84 megawatts to the maximum 2 megawatts. Restoration of the surrounding landscape is nearly complete, including hydro-seeding. A soil erosion issue at the site is being addressed with the adjacent landowner, Mr. Gingerich, who had installed sluice piping to drain his property that is now draining onto the solar array site.

Frank will represent the County on the Fort Drum Compatibility Committee.

The Southern Lewis County water project plans are complete for the Village of Constableville and the Town of Leyden. The Town of Lyonsdale, however, has not indicated interest or provided required information to participate in the NYS DOS grant program.

The County Planning Board is working with Jefferson County and the Department of State to coordinate the annual required training session for all members to be held 9/18/2018.

JCC is developing a grant application for submission to the Northern Border Regional Council.

Frank made a presentation last week to over 100 attendees at the Clinton Community College on the critical elements for solar project development and procedures.

In response to Legislator Dolhof, Frank stated the solar monthly invoice will be received from National Grid that will delineate the amount due to Greenskies, and the amount of credit due to Lewis County for generated electricity to the grid that will offset/reduce the County's electric invoice. The consultants had projected annual savings of \$178,000 for the County's overall usage, including the Hospital.

The meeting adjourned at 9:20 a.m. by motion of Legislator LaChausse, seconded by Legislator Burns and carried.

Respectfully submitted,
Terry Clark, Clerk of the Board



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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: May 7, 2018

SUBJECT: May 2018 Committee Report (Meeting: 5/15/18 @ 8:30 AM)

DOCKET ITEMS:

1. Authorize advertising for candidate to fill unexpired term vacancy on County Planning Board resulting from resignation of Tom Spaulding.
2. Authorize signing of amended contract with DOS to extend duration through 1/31/2019 for the Lyons Falls STEP 3 BOA grant
3. Authorize amendment to Bergmann Associates contract to reflect DOS approved contract extension for the Lyons Falls STEP 3 BOA grant.

Monthly Highlights

On May 31, 2018 the Planning Department and Snowbelt Housing will be conducting a Fair Housing Seminar from 8:30 AM to 12:00 noon at the Town of Lowville Municipal Building.

Cornell Cooperative Extension and Maple Producers

- Attended Senator Richie's food hub subcommittee meeting on May 3, 2018. The project meetings will be held weekly as the program structure must be in place by end of June 2018.

County Projects

- Continue to work with Ways & Means and Building & Grounds committees on various projects including Solar and Clean Energy Communities grant program. Working on coordination for ribbon cutting ceremony for solar.
- Assisting IT and County Manager with broadband project
- Attended bi-weekly conference call with Mohawk Networks working group

Chamber of Commerce and Recreation, Forestry & Parks

- Staff Senior Planner attended the May monthly Chamber meeting

Soil & Water/Flood Mitigation

- Our team continues to monitor the stream system with varying weather conditions
- Assist Fair Committee and Soil & Water, as needed, to discuss the GIGP project just awarded for the Fairgrounds.

Advanced Educational Program

- Continue discussions with Lewis-JCC Educational Center Team and County Manager. On May 5, 2018 met with entire Design Team (Lewis Co., JCC, BOCES, Cornell, Maple Ridge and C&S Engineers) and Legislators King and Kulzer at the Maple Ridge facility.
- Working with JCC on grant application for submittal to the NBRC
- Continue to coordinate and attend site visits between our manufacturing base and JCC for educational program development. We are scheduled to meet with Aries Chemical on May 8th and Neenah Paper on May 9th.
- Will attend next quarterly Career Technical Education (CTE) BOCES meeting on May 29, 2018

County Planning Board / 239-L and M Reviews

- Working with Jefferson County and Department of State to schedule our annual 4-hour land use training session for planning and zoning municipal officials. The training event, which will consist of 3 topics: Fundamentals of Site Plan Review, 239M Review and SEQ, is scheduled for September 18, 2018 in the LGI Room at Lowville Academy.

Southern Lewis County Regional Water Study

- Discussed Lyonsdale project with their attorney, awaiting Lyonsdale's response for participation with the project. Sent email correspondence on May 3, 2018 to Town Councilwoman Kate O'Brien requesting status on Lyonsdale's position on creating a water district.
- Currently working with Clark Patterson Lee on the preliminary engineering report for Constableville water line replacement and the map, plan and report for Leyden's Kelpytown Road project.

Central Lewis County Regional Water Study

- Signed and returned NY Department of State contract. Awaiting DOS signature for final execution of contract. Upon execution of contract we can prepare RFPs.

Community Outreach Program

- Participated in public forum entitled ""All About Grants"" regarding the CFA process held in Port Leyden on April 30, 2018. The event was developed by our Senior Planner, Casandra Buell and Tug Hill Commission staff.
- Participated with ANCA on their solar presentation May 10, 2018 at Clinton Community College.

- Scheduled to participate as a judge in the South Lewis Science Fair on May 15th.
- Will attend our first Fort Drum Compatibility Committee Meeting in Watertown on May 17th.
- Continue to work on the 2020 Census project. Real Property Director Candy Akin has prepared an informational letter and survey that will be sent out to specific target areas for updated information to import into the Census files. The letters will go out in the month of May, response will be handled as priority information within our Census Team only as required by Federal Law.
- Worked with Snowbelt and County Treasurer on program compliance audits from 2000 to present. Documents completed and submitted by Treasurer's Office.
- Continue to work with DANC on Lyons Falls BOA Step 3 and its scope of work and administration of the project.
- On May 7, 2018 attended a Workforce Taskforce development meeting. The Team will work on developing elements that can help in further programs to assist our community.
- Developing Fair Housing Seminar for May 31, 2018 to be held in Lewis County.
- Provided the COGEP partners with information on funding opportunities via email correspondence.

Tyler Munis Financial System Budget Report

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



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Memo

TO: Frank Pace, Director of Planning

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

- Ronald Burns, Chairman
- Jerry King
- Randall LaChausse

FROM: Casandra Buell, Senior Planner

DATE: May 8, 2018

SUBJECT: May 2018 Committee Report (Meeting: 5/15/18 @ 8:30 AM)

Lewis County Public Transportation

- Worked with the Journal & Republican to develop the second of four color advertisements for Lewis County Public Transportation. This particular advertisement focused on the upcoming Old Forge Route and was published in the paper on April 11, 2018.
- Presented Lewis County Transportation Task Force updates at the April 10th Lewis County Priorities Council meeting. All involved agencies continue to identify and mitigate the high level of employment and NEMT transit needs.
- Collaborated with Peggy Murray of Cornell Cooperative Extension to host an information session on April 11th geared at supplying farmers with transportation information for their employees.
- Worked with Lewis County Youth Bureau members and Flack Broadcasting to record a new 60-second commercial intended to target riders for our upcoming Old Forge Seasonal route.
- Traveled to six (6) LCPT bus stop locations to mark locations for our new signs to be installed. Over the course of 3 weeks, I worked with Bob Cobb of the Lewis County Highway Department and Dig Safe NY to identify, clear and install LCPT bus stop signs within the Lewis County Highway jurisdiction. Future signs will be installed by the Village of Lowville, Village of Lyons Falls and NYSDOT.

Lewis County Public Transportation (Continued)

- Attended the 3rd Annual Job Fair hosted by the Lewis County WorkPlace on April 18th at the Lowville Elks Lodge alongside Birnie Bus Inc. Our focus was to recruit the monitors and drivers that are needed to expand our services while also providing transportation information to prospective employees and employers.
- Working with WWNY-TV to produce the final contracted commercial for this year. Students from the Lewis County Youth Bureau will be starring in the film that will highlight the benefits of using LCPT to travel to Old Forge this summer. Filming is scheduled for May 8th.
- Continuing to work on the NYSDOT Section 5311 Compliance Review packet that must be submitted by July 9, 2018. With a few sections remaining to complete, we hope to submit our 137 page review packet by May 10th.

Lewis County Agricultural Enhancement Plan Update

- Met with Nichelle Billhardt, Lewis County Soil and Water, Michele Ledoux, Cornell Cooperative Extension, and Candy Akin, Lewis County Real Property Department to discuss the possible collaboration of in-kind services that would be needed to secure the NYS Ag & Markets funding to update the County's existing 2004 Agricultural Enhancement Plan.
- Currently working with Lewis County Economic Development, Cornell Cooperative Extension, Lewis County Soil & Water, and Lewis County Real Property Department to lock-in the final in-kind estimates prior to moving forward with the Ag & Markets Planning Grant process.

Training

- Attended the CDBG webinar regarding "Lead Based Paint" held on April 11, 2018.
- Worked with the NYS Tug Hill Commission to host an "All About Grants" informational session held April 30th at the Port Leyden Fire Department. There were 18 municipalities that participated in the seminar and the feedback was very positive. Most municipalities were looking for guidance with infrastructure grants.
- Attended the Northern Border Regional Commission webinar on April 13th. This session focused on infrastructure funding available to our municipalities.

Double Play Community Center

- Attended the Double Play Strategic Planning meeting held at the Lewis County IDA office on April 17th to discuss the current status of the Community Center Project with the Village of Lowville Engineer and Tug Hill Commission.

Community Development

- Attended the Lewis County Water Quality meeting held on April 13, 2018 at the Soil and Water Conservation District Office.
- Attended the Lewis County Leadership Academy session "We the People..." presented by Perry White, Watertown Daily Times, Investigator Amelio, Lewis County Sheriff's Department, Ryan Piche, Lewis County Manager, and Alex Barrett, Beaver River Central School on April 20, 2018.
- Attended the Lewis County Wellness Committee meeting held on April 24, 2018 at the Lewis County Courthouse.
- Assisted with the "Recreational Engagement" presentation on April 26, 2018 at the Tug Hill Council's annual meeting.
- Attended the Lewis County Chamber of Commerce Board of Director's meeting on May 2, 2018.

Community Development (continued)

- Attended the Jefferson Transit Workgroup meeting on May 3, 2018 to discuss the Watertown-Jefferson County Area Transportation Council's draft report on the future transportation services to be proposed in the tri-county area.
- Attended the Lewis County Leadership Academy session "Got Money?" presented by JoAnne Rhubart, Lewis County Hospital Foundation, Sam Purington, Volunteer Transportation Center, Tina Lanier, Americu Credit Union, and Gerald Cayer, Lewis County Health Systems CEO on May 4, 2018.
- Attended the Lewis County Water Quality meeting held on May 7, 2018 at the Soil and Water Conservation District Office.

Tyler Munis Financial System Budget Report

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