

[DRAFT]

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

**December 18, 2017**

**PRESENT:** Legislators Larry Dolhof, Bryan Moser and Greg Kulzer, Economic Development/IDA Director Eric Virkler, Planning Director Frank Pace, Planner Cassie Buell, Recreation, Forestry & Parks Director Jackie Mahoney. Reporters Nick Altmire and Steve Virkler

The meeting was called at 12:30 P.m.

The following dockets were approved:

1-Agreement with the IDA for administrative services

2-Agreement w/Jefferson-Lewis Board of Realtors to lease rear showcase advertising on the Transportation Bus (\$360)

3- Agreement w/Good Morning Realty to lease curb-side advertising on the Transportation Bus (\$480)

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Director Eric Virkler reviewed his update report (attached)

Eric informed of a prospective 5-turbine wind project in the Towns of Martinsburg and Harrisburg, anticipating receipt of an application for a respective PILOT agreement.

Discussions continue with the owners of the Climax building.

The impending closure of Lyonsdale Energy/ReEnergy Holdings, LLC is set for 12/29/17, dependent upon approval of NYS Economic Research and Development Authority (NYSERDA) energy credits. Elected officials, including NY Senator Joseph Griffo, Senate Energy Committee Chair, continue to advocate for approval of the energy credits. Meanwhile, ReEnergy representatives are pursuing alternatives for repurposing the plant for renewable fuel oil/utility scale solar options, and have applied for alternative energy incentives, the status of which remains unknown.

The LCDC received a \$350,000 Regional Economic Development Committee award for Phase 4 of the Lyons Falls mill project to be completed in 2018.

Acadia Energy is discussing a possible micro grid project in Lowville. They are surveying local businesses and organizations to discern interest, with meetings set for 1/10 and 1/18/18.

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Planning Director Frank Pace distributed and reviewed his update report (attached)

He reported that 2 of the 3 transformers for the County solar project had been delivered today.

County officials recently met with JCC representatives to further discussions for an extension education center, and specific proposals will be presented at their January meeting.

Federal regulators completed their audit of the CDBG grant projects administered by Snow Belt Housing and required reports have been filed.

Frank reported that the Crystaldale tower was not used for the communications radio upgrade system, and was deemed un-structurally sound to handle more equipment. The HAM radio group has limited equipment on that tower and wants to expand their reception capabilities.

Legislator Moser inquired of the effect of “net neutrality” on the County’s solar project if it is not operational by the projected date; and Legislator Dolhof questioned whether there would be any NYSERDA penalties. Frank Pace stated that the minimal delay was due to National Grid’s amendments requiring a specialized and very sophisticated transformer that is expected to be delivered within the next few weeks. The solar project has been constructed and the gates are closed, he said, awaiting delivery of the final transformer to facilitate connectivity to the grid. Legislator Kulzer thought the solar project was scheduled to be on line by early December, but Frank confirmed the projected date was the end of December. He reiterated the project is subject to receipt of the last transformer, which is required by National Grid.

Frank is working with Maintenance personnel to modify the NYSERDA Clean Energy Communities grant for installation of energy saving lighting in all County buildings.

Public meetings will be scheduled for continued development of the Southern Lewis County Water Study that will include Talcottville.

Frank, County Attorney Joan McNichol, Real Property Tax Director Candy Akin and IT Director Adam Zehr are charged with facilitating the County 2020 Census and have completed Federal required training. Adam will be setting up an electronic site that will allow information flow back and forth of updated information as it unfolds. Senior complexes, colleges and jails have been added for citizen tracking for census purposes. Persons will be counted at the location where they sleep. The team will be required to determine how many units are within each of the multi-occupied dwellings.

The Central Lewis County Water Study project was awarded a \$297,000 Consolidated Funding Application grant. This encompasses the Towns of Denmark, Lowville and Martinsburg. The Village of Lowville had opted out, but retains the opportunity to opt in at any time.

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Planner Casandra Buell distributed and reviewed her update report (attached)

Cassie reported receipt of a special use application from Abundant Solar for a project in the Town of Denmark, which had been approved with special conditions by the County Planning Board.

The NYSDOT ATC funds have been approved for the mobility management vehicle. Wireless modems will be installed in the buses by County IT personnel. Only 2 of 8 available advertising spots on the buses have not been purchased.

Cassie continues to assist the Double Play Community Center with grant preparation with plans to add to their customer sectors. The economic impact generated by the Center is estimated at \$949,000 annually. Legislator Moser suggests an analysis to support the economic impact for the Center's operational, construction and additional employees.

Linking LC reporter Nick Altmire asked whether the Planner would assist any requesting agency or organization with an economic impact analysis? Cassie stated that requests would be considered as received for use of their revenue/expense module with guidance provided by the Planning Department for business grant applications.

In response to Legislator Dolhof, Cassie reported that Double Play expects their employment numbers to increase to 20, including a lot of part-time employees. The module calculates the trickle-down effect on surrounding businesses, including restaurants and other sectors. Their construction project is estimated at \$6 Million. Legislator Moser cited efforts to incorporate the Double Play locations into the Transportation Bus System. Cassie referenced challenges with the initiative, not only for youths, but also seniors who participate in their sponsored programs.

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Jackie Mahoney reviewed her distributed update report (attached).

An Osceola property owner has closed his property to snowmobile traffic due to being accosted by some snowmobile operators right in his driveway, and for less than satisfactory response or assistance from law enforcement. Jackie reported that clubs make every effort to post and sign the trails that are merely disregarded by some riders. In response to Jackie's request, the Osceola Town Board has scheduled a hearing for public comments on opening a section for trail access around the gentleman's property.

Legislator Dolhof reiterated the Sheriff's plan for a Sgt. to begin scheduling full-time and part-time deputies for patrols in coordination with the Parks and Recreation Deputy Coordinator, hopeful for improved patrolling and response to these situations.

Bill Hodkinson, the son of long-time Barnes Corners owner Louis Hodkinson, has affirmed his intention to maintain the Barnes Corners parking lot in honor of his dad. He currently lives in Washington, but will soon be moving back to this area.

Legislator Kulzer relayed a request from Town Superintendent Association President Tyler Jones, for the County to appropriate monies to Towns that open and maintain roads for snowmobile traffic. He purports the big groomer machines drive the frost deeper into the ground that increases repair and maintenance costs. Jackie reported she had met with three affected Town Superintendents about this issue, suggesting the County could possibly provide some gravel. She objected to any associated costs being taken from snowmobile trail funds, asserting

the State trail maintenance funds are merely funneled through the County without any retention. Frank Pace suggested a possible shared services agreement between the County and affected Towns in exchange for gravel. Jackie suggested a request to NYS Senator Griffo for assistance. It was noted that CHIP's monies are not allocated to maintain seasonal roads opened to snowmobile traffic.

Jackie referenced the detailed explanation in her attached report, recommending and requesting authorization to purchase a new F-550 vehicle for hauling the trailer and equipment which she estimates would be used only 7 months/year. She estimates a price of \$55,000-\$56,000 through Nortz & Virkler, at the State Bid price. The F-350 would be offered to local municipalities pursuant to the Highway's existing policy. If there is no interested municipality, the vehicle would be auctioned off on-line with a stated low bid acceptance. Proceeds from the auctioned vehicle would be appropriated to offset the purchase cost of the new vehicle, considering that ATV funds partially financed the F-350. The Committee was in agreement, but Legislator Dolhof stated he would speak with County Manager Ryan Piche to discuss the financials prior to approval.

Jackie reported she will be participating in a deposition relative to the lawsuit of DeSantis vs. the Village of Constableville for an ATV issue.

The Northern Oneida Club has agreed to join the ATV agreement.

Legislator Dolhof asked whether the County or Chamber of Commerce could implement a web-based on-line ATV permit application to reduce liability issues by greatly reducing the number of vendors handling and collecting permit applications and fees. While terming it a unique process, Jackie recognized persons who do not have on-line capabilities, not wanting to lose those permit opportunities. She will do further research.

Legislator Dolhof stated that businesses that issue NYSDEC licenses have to purchase and utilize their own computer, with attendant credit card costs. He does not support the County purchasing computers or I-pads for businesses that accept ATV permit applications.

Jackie reported 161 November ATV permits and 61 weekend passes, representing an overall increase of 42 permits and 110 passes. Although there are decreased revenues, Jackie is encouraged by the number of permits because of the \$20 reimbursement for the first ATV to all those who join a club.

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Frank Pace reported the Soil & Water Conservation District was awarded a Consolidated Funding Application grant of \$575,000 for a storm water system upgrade and educational programs at the Fairgrounds.

In response to Legislator Moser, Eric Virkler stated that the plan for the business park could be amended to annex the Climax property if the IDA ultimately purchases the property.

Following further discussion, Legislator Moser made a motion to recommend the Board authorize Jackie Mahoney to purchase an F-550 truck from Nortz & Virkler at the State Bid price; and offer the used F-350 to municipalities pursuant to the Highway's existing policy. If there is no interested municipality, the vehicle may be auctioned on-line and the proceeds appropriated to offset the new vehicle purchase. The motion was seconded by Legislator Dolhof and carried.

The meeting adjourned at 1:40 p.m.

Respectfully submitted,  
Terry Clark, Clerk of the Board

**County of Lewis**  
**Economic Development Report**  
**Eric J. Virkler**  
**December 18, 2017**

It has been a short time since the last meeting and things have been hectic, so this report will be short and concise!

**Old Business**

- **Business Park:** The Shovel Ready application was submitted to NYS in later November. We are expecting a closing on the property purchase in early January. The LCIDA board is considering our cash flow and available balance in the Economic Development Reserve. Balancing the funds available with the park project and the building acquisition project will be challenging.
- **Economic Development Funding:** The balance of the fund at November 30, 2017 is \$919,138. A summary will be attached with this report.
- **Wind Projects:**
  - Deer River and Number 3 negotiations have not been active this month.
  - Maple Ridge Wind negotiations are in early stages.
  - Discussions are continuing between the development companies and Fort Drum.
  - A company with a very small project – five towers, is in process of development in Martinsburg and Harrisburg.
- **Climax Manufacturing.** The LCIDA is continuing discussions with the building owners regarding a possible purchase.
- **Business Leaders Breakfast.** The next breakfast will be planned in February and will coordinate with the Lewis County Leadership Academy.
- **Solar Projects.** Consideration of a standard taxing agreement for these projects for any town in the County might be worth considering.
- **Lyonsdale Biomass, ReEnergy.** We have been notified today, December 14, that the facility in Lyonsdale will be discontinuing operations. This is temporary at this time, but could be permanent if renewable energy credits are not secured. Employees will be laid off as of December 29.

**New Business**

- **Lyons Falls mill.** Our office has submitted two funding applications within the last month – to the federal EPA and NYS Restore NY. The final phase for the project is estimated at \$1,800,000. A NYS CFA was approved on December 13. The project has \$1,160,000 secured for this final phase.
- **NYS CFA Awards.** Our office was involved in approved applications for the Lyons Falls mill for \$360,000 and also assisted Snow Ridge with an application approved for \$44,000. One application to assist NRCIL with a project in the Village of Lowville was not funded.
- **Acadia Energy.** We will be sponsoring informational meetings for interested energy users in the Lowville area for a microgrid project with Acadia. These sessions will be on January 10 and 18<sup>th</sup>. The County has been invited.

**Lewis County IDA Updates**

- PILOTS. The Copenhagen wind project PILOT agreement is expected to be signed in the coming weeks.
- Small Business Loan. The LCIDA board approved a \$29,000 small business loan to Skewed Brewing. This loan should be closed later this month.

**Lewis County Development Corporation Updates**

- Lyons Falls mill: See information above on funding for the project.
- Board meeting. LCDC board will be meeting on December 19 at 8 AM.

**Time and Budget Report**

- November 2017 time summary for IDA, LCDC and County activity is available and can be provided upon request.

**Meetings**

- LCIDA meetings
- North Country Alliance meeting
- Drum Country Business meeting
- Manufacturer's committee meeting
- Attended Regional Council Awards Ceremony
- Rail trail and community center meeting

**Business Contacts**

- Individual seeking to purchase an existing business and possibly expand into Lewis County.
- Meeting with a business owner looking for additional space.
- Contact with small solar developer

**Mandates / Regulations**

- The new federal tax plan could have major impact on renewable energy credits. If this portion of the bill remains, the wind and solar projects could change dramatically.

# Lewis County Economic Development

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## ED Reserve Activity

November 2017

<u>Project</u>	<u>Budget</u>	<u>2016 Actual Expenditure</u>	<u>2017 Expenditure</u>	<u>Expended To Date</u>	<u>County Reserve Committed</u>
Business Parks					
Land Options	5,000		5,000		
General Consulting	20,000	16,908			
Environmental and Engineering	60,000	2,200	40,546		30,000
Land Acquisition	700,000				80,000
Phase 1 Construction	465,000		250		
Total	1,250,000			64,654	
Lyons Falls Mill					
Demolition	200,000	100,000		100,000	100,000
Lyons Falls UCP Project					
Funding assistance for infrastructure			16,208	16,208	complete
Economic Development Operations	50,000				
Other Prospective Projects					
Climax Building	1,463,000				700,000
TOTALS		<u>\$ 119,108</u>	<u>\$ 62,004</u>	<u>\$ 180,862</u>	<u>\$ 910,000</u>
Beginning Balance		2016 Allocation		\$700,000	
		2017 Allocation		\$400,000	
Remaining Balance				<u>\$919,138</u>	
Unallocated, Available for other Projects					<u>\$9,138</u>





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## Memo

TO: Ryan Piche, County Manager  
Planning Legislative Committee

- Larry Dolhof, Chairman
- Craig Brennan
- Bryan Moser

CC: Cassandra Moser, Deputy Clerk of the Board

FROM: Frank Pace, Director of Planning

DATE: December 11, 2017

SUBJECT: December 2017 Committee Report (Meeting: 12/18/17 @ 12:30 PM)

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### DOCKET ITEMS:

None

### Cornell Cooperative Extension and Maple Producers

- Completed administrative duties as a Director for CCE throughout the month.

### Outer Stowe Street 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. Met at the Harrisville site on 12/4/2017 to assist IT and Radio Committee with placement protocols for Mohawk's equipment.
- Attended bi-weekly conference call with Mohawk Networks working group on 12/6/2017.

### Chamber of Commerce and Recreation, Forestry & Parks

- Attended monthly Chamber meeting

### Soil & Water/Flood Mitigation

- Our Team continues to monitor the stream system with varying weather conditions. Ventured into Mill Creek to reposition and stabilize stream gauge that was pushed to bank side.

### **Advanced Educational Program**

- Continue discussions with Lewis-JCC Educational Team. Next meeting will be 12/14/2017
- On 12/5/2017 attend our bi-monthly BOCES CTE meeting on education.
- Attended a meeting with the County Manager on 12/11/2017 to discuss possible educational partnership with SUNY Canton.

### **Clean Energy Communities Study**

- Working with Maintenance Dept. to prepare a modified NYSERDA grant application for building lighting.

### **County Planning Board / 239-L and M Reviews**

- Our Planning Team completed one referral review this month.

### **Southern Lewis County Regional Water Study**

- Continue to work with Clark Patterson Lee on the project. Will be assisting the Town of Leyden with a public community meeting in January; exact date to be determined after holidays.

### **Community Outreach Program**

- Completed annual audit of Snowbelt Housing grant programs on November 21, 2017.
- Attended Hospital Board of Managers meeting on 11/29/2017.
- I have completed all six (6) Census Bureau webinars for the 2020 Census project. More to come after first of year.
- 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.
- The Village of Lyons Falls zoning regulations are complete.
- Attended a conference call on Transportation with St. Lawrence County and Greyhound Bus on 12/5/2017.

### **Tyler Munis Financial System Budget Report**

2017 Budget is on target. #8020-Planning Year-To-Date Budget Report is attached.



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## Memo

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**CC:** Ryan Piche, County Manager  
Cassandra Moser, Deputy Clerk of the Board  
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- Larry Dolhof, Chairman
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### Fair Housing Task Force

- Worked with Cheryl Shenkle-O'Neill, Executive Director of Snow Belt Housing and Frank Pace, Director of Planning on conducting three (3) CDBG Housing Audits.
- Worked with the Fair Housing Task Force to make updates/changes to the new Fair Housing page on the Lewis County website.

### Lewis County Public Transportation

- Working with Greyhound/Adirondack Trailways to collaborate on a streamlined ticket process where customers can purchase Lewis County Public Transportation tickets as part of a Greyhound/Adirondack Trailways travel itinerary.
- Analyzing end-of-year Bus Operation budget levels and ridership information.
- Wifi modems for the two Lewis County Public Transportation buses have been received.

### Training

- Working with Lynette Hatton from IMPLAN to dig deeper in our Economic Impact Analysis software. Training with IMPLAN associates on developing Analysis-By-Parts for sectors not identified in Lewis County.

### **Double Play Community Center**

- Attended the Double Play Board Meeting held at the Double Play Community Center on November 20, 2017 at 7 pm.
- Met with Double Play Community Center and Lewis County Economic Development on November 28, 2017 at the Lewis County IDA/Economic Development Office to discuss the Community Center Project status and path forward.

### **County Planning Board / 239-L and M Reviews**

- Working on updating County Planning Board Bylaws as part of the Annual Organizational Meeting.
- Prepared one (1) 239-M review for the month of December. County Planning Board recommendation will be presented for the following municipality at the December 14, 2017 CPB meeting:
  - Special Use Permit/Site Plan Review - Town of Demark Planning Board

### **Community Development**

- Attended the “Got Money?” Finance/Budgeting & Fundraising/Promotion Leadership Academy Session held on December 8, 2017 at the John C Herman Conference Room at Lewis County General Hospital.
- Attended the Lewis County Wellness Committee meeting held on November 28, 2017 at the Lewis County Courthouse.
- Attended the Lewis County Water Quality meeting held on December 4, 2017 at the Soil and Water Conservation District Office.
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### **Tyler Munis Financial System Budget Report**

- 2017 budget is on target. #5630-Bus Operations Year-To-Date Budget Report is attached.



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## Memo

**TO:** Ryan Piche, County Manager  
Recreation, Forestry & Parks Legislative Committee

- Larry Dolhof, Chairman
- Craig Brennan
- Bryan Moser

**CC:** Cassandra Moser, Deputy Clerk of the Board

**FROM:** Jackie Mahoney, Director of Recreation, Forestry & Parks

**DATE:** December 11, 2017

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### Docket Items

1. Resolution authorizing Chairman Tabolt to sign the contract with TSG to go on retainer for maintenance and hosting of the Lewis County Mobile Apps.

### Equipment

Ryan requested an updated quote for the F550 dump truck from Enterprise for \$936.06 (see attached quote), which reduced the cost by almost \$200/month by adding the value of trading in the 2014 F350 at a rate of \$15,000. The previous quote was \$1,115.45/month; I am not sure this is the best option, by trading in the truck it works out to a savings of only \$10,763.40 over the 5 years. The Kelley Blue Book value with only a fair value is \$23,187-\$27,314 for a trade-in and \$26,790-\$31,198 for private sale. My concern is that this truck will be used for only 7 months of the year and will end with less than 50,000 miles. I feel we would be farther ahead to purchase outright off a local bid and auction off the F350 and put that money toward the F550, but the choice is yours.

Real Property has been using the Dodge truck to do their postings. The Sheriff's Department borrowed the small trailer and the bridge crew has been using the F350 and the trailer to get railings. Highway has also been using the dozer since theirs needed repairs.

### **Lewis County Apps**

With Mohawk Valley GIS closing its doors on January 1<sup>st</sup> 2018, the Lewis County Apps need to be moved to a new hosting platform and a new company found to maintain them. Frank, Kristen and myself received two quotes for hosting and maintaining the Apps and we also had Adam review them to see if he could do it. Upon review, Adam does not have the capabilities or the time needed. From the quotes, it was decided to go with TSG on a retainer of \$500/quarter. A copy of the quote was previously sent out and discussed and we feel this is our best option due to the time constraints.

### **Snowmobile**

The Osceola Snowmobile Club is trying to get the Town to open Ryan Road to a new reroute with the C4 Snowmobile Trail between Ryan Road and C5G. However, OPRHP has already deducted the 7 miles of trail from this year's payments. The grant amount of \$272,051.00 for the 493 miles of snowmobile trails and 391 miles of high snow designation (see attached letter and report). OPRHP also enclosed the 70% voucher for payment in the amount of \$191,291.10 which will go to the Lewis County Area Snowmobile Association once we receive the payment from them.

I had three Town Highway Superintendents stop in my office to discuss the damage snowmobiles are doing to their roads (see attached pictures). They have been discussing the issue at the Association of Superintendents and wanted to see if there was anything I could do. They are concerned with the cost to the Towns for all the snowmobile trail road crossings. West Turin showed me a quote for the repairs for one crossing (see attached). The cost is significant because they cannot get reimbursed from the state for doing this type of work since there is not a 10-year life span of the job. I informed them that I do not retain any of the OPRHP snowmobile grant funding, so I do not have funding available. I will however discuss the issue with OPRHP, the LCASA and Senator Griffo's office to see if anything can be done to help reimburse them for the damage or if New York State could ban studs on the snowmobile tracks.

### **Black River Navigation**

Met with Lewis County Soil & Water and Tug Hill Commission to see what can be done regarding the navigability of the Black River. We plan on meeting monthly to discuss this matter. Moving ahead we will reach out to other agencies to see what projects would be the best options to pursue.

### **Singing Waters**

Ryan has worked on a \$50,000 grant from Senator Griffo's office for the improvement of the Singing Waters facility. I am having Nichelle apply for permits or letters of no jurisdiction from Army Corp, NYSDEC, SHHPO and the Town of Greig to get the process started. We are still waiting for the Senator's office to announce the award.

### **ATV**

The ATV Permit Report is attached. There have been 161 permits, 61 passes and \$0 in donations in November, bringing the total revenue to-date to \$87,863.12. This is up 42 permits and up 110 passes when compared to last year and a decrease of \$2,496.88 from last year. With offering the \$20 discount to ATV club members with an ATV Trail Agreement, I feel this has been a good year. There are still a few permits out there that still need processing so the money deficit from last year will be even less and we are already over last year's permits and passes.

The December ATV Round Table Meeting will be Monday December 11, 2017 at 5 PM at Lewis County Search and Rescue and has not taken place yet as I write this report. Those meeting minutes will be emailed to you when available.