

## ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING January 2, 2024

### **ATTENDEES:**

**Legislators:** Barb Roberts, Keith Flesher, Dennis Mullen, Marte Sauerbrey

**Staff:** LeeAnn Tinney, Linda Sampson, Brittany Woodburn, Megan Schnabl, Peter DeWind

**Guests:** Wendy Walsh, Soil & Water

Legislator Dale Weston was not in attendance.

Committee Chair, Legislator Barb Roberts called the meeting to order at 2:00 P.M.

**ECONOMIC DEVELOPMENT & PLANNING (ED&P):** Agenda and attachments previously emailed. Ms. Tinney reported the following:

### **I. MINUTES**

#### A. Approval of minutes of December 5, 2023

Legislator Roberts asked for approval of the minutes from the December 5, 2023 committee meeting. Legislator Flesher made a motion to accept the December 5, 2023 minutes, seconded by Legislator Mullen. All were in favor.

### **II. FINANCIAL**

The 2023 Year End Budget Reports were in the committee packets. Ms. Tinney reported the 2024 Budget has just begun and reported the following:

#### A. 2024 Budget

##### 1. Economic Development

- Year-to-Date Budget is tracking.

##### 2. Planning

- Year-to-Date Budget is tracking.

##### 3. Sustainability Management

- Year-to-Date Budget is tracking.

### **III. OLD BUSINESS**

#### A. Reports

1. Tioga County Soil & Water Conservation District- Wendy Walsh, District Manager.  
Ms. Walsh distributed and reviewed her monthly report; highlighting the Agriculture Program, Hazard Mitigation and Stormwater.  
Not on her monthly report, Ms. Walsh reported working on a Dean Creek Watershed Rehabilitation Plan over the last couple of years for the two high hazard dams in Spencer. The dams do not meet current design standards and the DEC has sent notices that if the requirements are not met a notice of violation will be sent. Ms. Walsh reported working with NRCS to come up with a plan to update the structures. After reviewing alternatives, a plan was selected to rehabilitate both dams and will meet DEC and NRCS standards. Ms. Walsh reported the following:
  - The total cost for this project may be as much as 7.2M.
  - May be able to come up with 5.3M through a Federal Cost Share Program.
  - The balance of almost 2M falls on the Soil and Water District, Tioga County and the Town of Spencer.
  - Will be working over the next couple years to secure funding to address the balance of 2M.
  - A resolution will be coming forward next month for Legislative Chair signature, not saying you will implement the plan, just that you agree with the alternative plan.
2. Tioga County Tourism – Monthly report previously emailed.
3. Cornell Cooperative Extension – Monthly report previously emailed.
4. Economic Development – In keeping with staff reporting, Ms. Tinney introduced Megan Schnabl, Economic Development Specialist. Ms. Schnabl reported on the following projects she is working on:  
DRI Project Administration
  - 37-41 Lake Street, Gallery 41- Coordinating with property owner and architect and sending RFP's for this project; storefront, sides of the building, deck and apartments.
  - 145 Front Street, The Parkview – Project complete; final disbursement request sent last week.
  - 53-55 North Ave, new roasted coffee shop – Finishing storefront, working on apartments.
  - 48-50 Lake Street, Tioga Trails building – Working with property owner to obtain architectural drawings to move forward.
  - Ti-Ahwaga – Completed first phase of the project; audio equipment. Working on front porch/deck/ramp area. Will be sending RFP's for electrical upgrades.
  - 43-45 Lake Street, Owego Antique Center - Coordinate with property owner and contractors for work on this project.
  - 187 Main Street, Kathy Cakes – Starting construction on the interior this month; preparing for roof work.
  - 68 North Ave., Anything Artistic – Project almost complete; rear façade and decks. Spiral staircase near completion.
  - Elks Lodge – Working with property owners to obtain bids to clean up asbestos on the roof. Bids were high; deciding how to move forward.
  - The Cellar – Rear deck complete. Final disbursement request sent.

- NY State Main Street project in Candor is complete.
- CDBG/Neighborhood Depot – Progress payments in process.

#### Restore Projects

- River House Confectionery & Mercantile - Waiting on paperwork from property owner.
- Tioga Trails - Waiting for paperwork from property owner.

Ms. Schnabl reported the apartments in the above-mentioned projects were not previously rented, making for additional housing in Tioga County.

Ms. Tinney reported that she and Ms. Woodburn met with Legislative Chair Sauerbrey and Legislator Roberts regarding future changes in the ED&P Department. Ms. Woodburn prepared a presentation explaining her vision and it was distributed to this committee. Ms. Woodburn was in attendance to review the presentation, Economic Development Strategy, and was open to any conversation and questions upon completion. Also distributed was a spreadsheet of the projected salary budget for the next 3 years.

Ms. Tinney asked Ms. Woodburn to report on the Micro-Enterprise Program. Ms. Woodburn reported the following:

- Looking at pursuing the Community Development Block Grant (CDBG) Micro-Enterprise Program.
- The County could apply for up to \$300,000.00 and could sub grant those funds to micro-enterprise businesses with 5 or less employees.
- \$35,000.00 per business for working capital equipment purchases, no construction allowed. The business has to create at least one job.
- Ms. Woodburn reached out to Thoma Development, who has had a lot of experience with this program and asked for their assistance in applying for the CDBG funds. The fee is \$3,500.00 for this service. This fee would come out of the ED&P Budget.
- If we are awarded the funds, we would hire them to manage the program for us. That would be paid for out of the CDBG funds.
- Only municipalities can apply; villages, towns, cities and counties.

Ms. Tinney reported the process begins with Thoma determining if there is enough interest before making the application and reported the following steps:

- We would have enter into a contract with Thoma. That fee, \$3,500.00, comes out the ED&P budget. Mr. DeWind would review the contract.
- If there is enough interest, we come back with a resolution to apply for the grant funds.
- This is grant money. It does not have to be paid back. However, for example, if they move their business within 2 years, there would be a recapture agreement in place.

This committee was in agreement to move forward with this program.

#### B. Grants

##### 1. Active Grants – Tioga County as applicant

- a. CDBG- Racker Neighborhood Depot – Ms. Schnabl reported on earlier.

- b. Restore NY- River House Confectionery and Mercantile – Ms. Schabl reported on earlier.
  - c. NYS Snowmobile- Countywide Phase 1 & Phase III
    - i. Updated agreement status - One signature needed.
  - d. NYPA- EV charging stations – Worked through the potential right of way easement issues. This project is moving forward.
  - e. DEC- HHW Program – Dr. Pratt continues to work on this program.
  - f. Restore NY- Tioga Trails – Ms. Schnabl reported on earlier.
  - g. FEMA- Hazard Mitigation Plan update – Ms. Walsh reported on earlier.
2. Active Grants- (Tioga County is not applicant)- Nothing to report this month.
- C. Economic/Community Development
- 1. Village of Owego
    - a. Downtown Revitalization Initiative (DRI) administration
      - i. Owego Donuts and Beer – Looking into having a ribbon cutting event including the Governors office.
  - 2. Village of Waverly
    - a. NY Forward – The final draft implementation plan is being reviewed now; will soon be submitted to the State.
- D. Land Bank
- E. Workforce Development – Mr. Lanning continues to work on the following:
- 1. Talent Supply Table
    - a. Future meeting dates set up with Tioga Downs this month, and Best Buy in March.
    - b. Assisting with Tioga County Pop-Up Job Fair
    - c. School/Career Center Pilot Program- Contracts in place with S-VE and Waverly Schools in partnership with the Career Center; to have someone from the Career Center in their facilities.
- F. Planning – Ms. Jardine continues to work on the following:
- 1. Hazard Mitigation Plan Update
    - a. Core Planning Group draft review planned for mid-January.
    - b. Draft of the plan will be available for review the first part of February.
    - c. 2<sup>nd</sup> Public Information Meeting scheduled for February 12<sup>th</sup>.
- G. Sustainability Management – Dr. Pratt continues to work on the following:
- 1. Local Solid Waste Management Plan
    - a. Draft is with DEC; waiting for comments to come back.

#### **IV. NEW BUSINESS**

- A. Reports
  - 1. 2023 Top Ten Employers and Ten Largest Taxpayers report is in the committee packet previously emailed. Ms. Tinney reported that of the top ten employers 9 of the ten have added to their count from 2022 and only one is under the count from 2022, adding the numbers are going in the right direction.
- B. Economic/Community Development
  - 1. Presentations – No presentations this month.
- C. Workforce Development – Mr. Lanning continues to work on the following:

1. Talent Supply Table
  - a. Waverly internships (Guthrie, Best Western, Accurate Power Systems)
  - b. S-VE Work Based Learning Coordinator proposal in process.
  - c. Connecting Owego and Waverly Career Center.
  - d. Athens School District- Education Workforce Coordinator position discussion scheduled.
  - e. BT BOCES tours coordinated with Best Buy, Tioga Downs and Crown Cork & Seal
  - f. Working on a 2-year progress report.
- D. Planning – Ms. Jardine continues to work on the following:
  1. 239 Reviews
    - a. 2023-024 Town of Owego; Rezone of Property, Residential to Agricultural (East Campville Road); recommended approval.
    - b. 2023-025 Town of Owego; Special Use Permit (Upstate Shredding); recommended approval.
    - c. 2023-026 Village of Owego; Site Plan review/Floodplain Special Use Permit (Rage Cage); recommended disapproval.
  2. Two Rivers State Park meeting was held on December 15<sup>th</sup>. The following was discussed:
    - The State agreed to work with NYS DOT to put Two Rivers State Park and Waverly Glen Park signs at NYS Route 17 Exit 60.
    - The State agreed to establish an official park entrance on Walker Hill Road including a new sign; joint signage with Waverly Glen and the State Park, creating a new parking area more accessible.
    - The State agreed to update the trail map and signs upon Legislator Mullen recommendation.
    - Tourism agreed to work to reinvigorate the Friends of Two Rivers State Park group; recommended by the State.
    - Ms. Jardine agreed to connect Tori with the Village of Waverly Clerk to discuss paddling and fishing possibilities in the lower village-owned reservoir. That connection has been made.
  3. IDA Buck Road- New Energy NY is looking to establish a Tech Hub in the Northeast. The IDA owned Buck Road property has been submitted for consideration and will hopefully be included in the ST8 application for funding to build the Tech Hub.
- E. Sustainability Management – Updated numbers below:
  1. 2023 YTD
    - a. Paid to Broome County
      - i. HHW= \$12,925.50
      - ii. E-Waste= \$6,000.05
    - b. Towns/County(EWaste)= \$679.68
- F. IDA
  1. Southern Tier Clean Tech Corridor Initiative – The IDA agreed to participate with other counties; the Clean Tech development project within the 86 corridor will begin.

**V. PERSONNEL**

- a. Community Development Specialist backfill process continues.

**VI. RESOLUTIONS**

A20-Recommend Members to the Susquehanna Heritage Area Commission

After reviewing the above resolution, Ms. Tinney asked this committee for support to move the resolution forward. The vote to support the above resolutions follows:

Legislator Roberts - yes

Legislator Flesher – yes

Legislator Mullen – yes

**VII. PROCLAMATIONS- N/A**

**VIII. ADJOURNMENT**

With no further topics of discussion or questions, the meeting was adjourned at 3:10 P.M.

Respectfully Submitted,

Linda Sampson

Administrative Assistant Economic Development & Planning