

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

ATTENDEES:

Legislators: Barb Roberts, Dennis Mullen, Ron Ciotoli, Marte Sauerbrey

Staff: Brittany Woodburn, Linda Sampson, Elaine Jardine, Alex Umiker, Cathy Haskell, Jackson Bailey

Guests: Wendy Walsh, Tioga County Soil and Water

Legislator Keith Flesher was not in attendance.

Committee Chair Barb Roberts called the meeting to order at 1:00 P.M.

ECONOMIC DEVELOPMENT & PLANNING (ED&P): Agenda and attachments previously emailed.

I. MINUTES

- A. Approval of minutes from June 4, 2024 – Committee Chair Roberts asked for approval of the minutes from the June 4, 2024, committee meeting. Legislator Mullen made a motion to accept the minutes from the June 4, 2024, meeting, seconded by Legislator Ciotoli. All were in favor.

Ms. Woodburn reported the following:

II. FINANCIAL

- A. 2024 Budget – Ms. Woodburn reported the following:
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.

Ms. Woodburn reported that work has begun to put the 2025 budgets together.

III. OLD BUSINESS

- A. Reports
1. Tioga County Tourism – Monthly report previously emailed and is in the committee packet.

2. Tioga County Cornell Cooperative Extension (CCE) – Monthly report previously emailed and is in the committee packet.
3. Tioga County Soil and Water Conservation District – Ms. Walsh, Tioga County Soil and Water; monthly report previously emailed and is in the committee packet. Ms. Walsh reviewed her report, highlighting the Agriculture Program, Hazard Mitigation, Stormwater, the Stream Program, as well as Education and Outreach.
 - Ms. Walsh announced Sundaes at the Farm will be held on July 21st at Frisbie Bros. Farm in Halsey Valley in the town of Spencer, noon – 3:00PM, and extended the invitation to the committee.
 - Ms. Walsh distributed pledge cards from Urban Nutrient Management Practices to protect water quality and to encourage residents to use fertilizer sparingly. Tioga County is running a promotional campaign. If residents complete the pledge card or enter information online, at the end of the year there is an opportunity to receive a free rain barrel and possibly a compost bin.
4. Economic Development – In keeping with staff reporting, Mr. Umiker, the ED&P Intern, and Ms. Jardine, County Planning Director, are both in attendance. Ms. Woodburn introduced Mr. Umiker. Mr. Umiker reported:
 - Interned with the ED&P Department for his required internship through the Binghamton University (BU) Master of Public Administration Program. Mr. Umiker mentioned at BU he learned about governmental structures and how the policy process works on the local level and has been able to apply this knowledge during his internship.
 - Worked on a complete fleet inventory document encompassing the year of purchase, year, make, model, drivetrain, fuel type, miles per gallon and more. This was one more action needed to earn enough points through the Clean Energy Communities Program for the County to achieve a \$10,000.00 grant.
 - Reviewed local zoning codes, attended educational workshops and was able to work with community organizations gaining a better understanding of the daily work of a public administrator.

He thanked the committee for the opportunity.

Ms. Woodburn introduced Ms. Jardine, County Planning Director.

- Ms. Jardine put together a written report titled, *Evolution of the Susquehanna Heritage Area*. Ms. Jardine distributed and read the report providing the history and its purpose.

Ms. Woodburn continued to report:

B. Grants

1. Active Grants – The EDP Grant Tracking spreadsheet is in the committee packet.
 - Town of Nichols decided not to move forward with their Comprehensive Plan application and was removed from the spreadsheet.
 - The auditors, Insero, looked over the CDBG documentation for the Neighborhood Depot Project. There were no follow up questions.

C. Economic/Community Development

1. Village of Owego DRI - 10 active projects ongoing.
An extension has been received on this program. The new completion date is January 2025; however, expecting most projects to be completed this summer.

2. Village of Waverly, NY Forward - Projects have been announced for the 4.5M award.
 - a. Met with the Village of Waverly Mayor to discuss next steps in the process as well as the timeline for the projects.
 - b. The Department of State will be sending out letters this week to project sponsors. After that, a meeting will be set up with the Department and State to have a kick-off meeting with ED&P and the Village of Waverly. Projects will not start until contracts are issued. This will take some time before moving forward. Also discussed at the meeting were ideas for Two Rivers State Park as well as Land Bank opportunities and the Pro Housing Communities Program.
 3. Broadband – STN (Southern Tier Network) MIP (Municipal Infrastructure Program) grant application
 - a. STN was funded for buildouts in Newark Valley, Smithboro and the remaining areas in Nichols. We assisted them in connecting with the Newark Valley Fire Department to store their network equipment for this project. There is an interest in making a connection with the Town of Berkshire.
- D. Land Bank
1. 10 Watson Avenue, Newark Valley– Rehabilitation complete. The house is up for sale as a single-family home and will go back on the tax rolls.
 2. 121 Providence Street and 32 Lyman Avenue in Waverly – Rehabilitation in process. The roof is being replaced on both properties.
 3. 81 North Avenue – A mixed use building. The 1st and 2nd floors are gutted, working on the 3rd floor. Architectural drawings are being finalized. Hoping to send out for bid this month and get the rehab started.
 4. 247 Main St., Owego – Rehabilitation should begin in the fall.
- E. Workforce Development – Mr. Lanning continues to work on the following:
1. Business Leads Fellowship Program, attended the following virtual training:
 - a. Postsecondary Education Session
 2. Talent Supply Table (TST)
 - a. TST Gathering – Planning the 2nd annual TST gathering on August 21st, bringing all workforce committees together. This year it will be held at the Owego-Apalachin School; pairing businesses with school districts and developing relationships.
 3. School/Career Center Pilot Program- Mr. Lanning assisted on facilitating this program:
 - a. Received end-of-program data from Steve Keator at the Career Center. Met with 30 students, held 13 interest assessments. Worked on resume development, interview prep and job search.
 - b. Met with Jackie Burdick and Steve Keator to discuss end-of-program data and next steps.
- F. Planning – Ms. Jardine has been working on the following:
1. Refining the Live Tioga recruitment website with Tourism – The site is coming along. Deluge Media is getting photos and video content.
 2. Hazard Mitigation Plan update- Spoke about earlier.
 - a. Fourteen of sixteen municipalities have passed adoption resolutions.

- G. Sustainability Management – Dr. Pratt continues to work on the following:
 - 1. NYSDEC & Paint Care Program – The event held June 29th was very successful. Ms. Pratt will collect data for next month.
 - 2. Casella – Continuing discussions on accepting electronic waste at the Owego transfer station.
 - 3. NYPA – Continuing discussions on Fast Charging Hub in Park Street lot. There are easement issues to be worked out, more information to follow.
- H. IDA
 - 1. Business Administrator position – The position has been posted and a few applications have been received; interviews are to begin in July.

IV. NEW BUSINESS

- A. Grants
 - 1. See the EDP Grant Tracking spreadsheet in the committee packet.
- B. Economic/Community Development
 - 1. CDBG Public Facilities – Catholic Charities Tompkins/Tioga Mobile Food Truck - Mr. Lanning will work on the application due at the end of July. This has been added to the EDP Grant Tracking spreadsheet; resolution listed below.
 - 2. ESD Small Manufacturer Modernization Grant Program - Ms. Schnabl and Ms. Yelverton are acting as a resource to Tioga Hardwoods on this application. This has been added to the EDP Grant Tracking spreadsheet; no resolution necessary.
 - 3. Pro-Housing Community Program
 - a. Village of Owego application in process.
 - b. Village of Waverly is interested in learning more about the program.
- C. Land Bank
 - 1. NYMS application for 62-64 North Avenue, Owego-Application is in process, due at the end of July. This is for capital improvements: exterior façade renovations and rehabilitation of 7 residential units in the building.
- E. Workforce Development
 - 1. Broome-Tioga BOCES partnership with OACSD for a Regional Education and Training Center; building out classrooms and training space for their Career and Technical Education (CTE) programs. They submitted a Congressional Direct Funding request and have moved on to the next round for 1.5M. Exploring the potential for ARC investment for this project.
- F. Planning
 - 1. Susquehanna Heritage Area Management Plan update – Talked about earlier; resolution listed below.
 - 2. 239 Reviews – There were no 239 Reviews for the month of June.
- G. Sustainability Management
 - 1. Town of Barton Electronic Cleanup event – August 10th
 - 2. 2024 YTD
 - a. Paid to Broome County

	2024	2023
i. HHW=	\$3,391.25	\$12,925.50
ii. E-Waste=	\$984.90	\$6,000.05

b. Towns/County(EWaste)= \$1,571.35 \$679.68

V. PERSONNEL

A. Economic Development Specialist unfunded position- Ms. Woodburn distributed a Department Organizational Chart and budget spreadsheet showing existing and proposed budgets. Ms. Woodburn reported if this position was filled by September, no extra funds would be needed for the 2024 budget. After a short discussion, the committee was okay with this request. The resolution is listed below.

VI. RESOLUTIONS

G14-Authorization to Apply for 2024 CDBG Public Facilities Grant
G24-Authorize to Fund Economic Development Specialist Position

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

Legislator Roberts - yes

Legislator Mullen – yes

Legislator Ciotoli - yes

Regarding the following resolution:

G09-Authorize TCEDP Cash Match for Susquehanna Heritage Area Management Plan Amendment

Ms. Haskell and Mr. Bailey requested this resolution be revised because the 2025 budget was mentioned and it has not been approved yet. With suggestions made, the resolution will be revised and reviewed in time to go to worksession.

VII. PROCLAMATIONS- N/A

VIII. ADJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 1:55 P.M.

Respectfully Submitted,

Linda Sampson

Administrative Assistant Economic Development & Planning

**EDP Grant Tracking Spreadsheet - Tioga County
Jul-24**

	Applicant	Grant Source	Purpose	Status	Requested	Resource	Technical Assistance
1	Tioga County	CDBG Public Facilities – Racker Neighborhood Depot	New construction of Neighborhood Depot Non Profit Hub	Awarded - in process	\$ 3,000,000.00	NA	NA
2	Tioga County	ESD Restore NY Round VI – River House Confectionery and Mercantile	Rehabilitation of 178-180 Front Street, Owego	Awarded - in process	\$ 1,800,000.00	NA	NA
3	Tioga County	ESD Restore NY Round VII – Tioga Trails	Rehabilitation of 48-50 Lake Street, Owego	Awarded - in process	\$ 1,000,000.00	NA	NA
4	Tioga County	NYS Snowmobile	Snowmobile grant program for 5 clubs in Tioga County	Awarded - in process	TBD	NA	NA
5	Tioga County	NYPA – EV charging stations	To establish 2 - Fast Charging EV Hubs in Tioga County	Awarded - in process	\$2,000,000	NA	NA
6	Tioga County	Municipal Waste Reduction and Recycling & Household Hazardous Waste Programs	Allows for Tioga County to maintain a Sustainability Manager to expand and implement waste reduction strategies within the County. Allows the County to have a safe and economic method for the proper disposal of household hazardous waste.	Awarded - in process	\$56,774.88	NA	NA
7	Tioga County	FEMA Hazard Mitigation Plan update	FEMA Hazard Mitigation Plan update	Awarded - in process		NA	NA
8	Tioga County	ESD Restore NY Round VIII, Tioga County	Rehabilitation of 81 North Ave and reconstruction of five single family homes on Liberty and Temple Streets, Village of Owego	Application submitted/ award notice pending	\$ 1,065,000.00	NA	NA
9	Tioga County	CDBG Microenterprise program	Provide funding for small businesses with five or less employees.	Application submitted/ award notice pending	\$ 212,500.00	NA	NA
10	Tioga County	CDBG Public Facilities – Catholic Charities	Mobile food truck to establish life skills café, community kitchen, and food rescue programs.	Application in process	TBD	NA	NA

**EDP Grant Tracking Spreadsheet - Outside Agencies
Jul-24**

	Applicant	Grant Source	Purpose	Status	Requested	Resource	Technical Assistance
1	Village of Newark Valley	ESD Restore NY Round VIII	Rehabilitation of 10 and 14-16 Whig Street, NV	Application submitted/ award notice pending	\$ 732,420.00		X
2	OACSD	Congressionally Directed Spending	Build out of former maintenance building for BT BOCES / Owego Apalachin CTE programs	Application submitted/ award notice pending	\$ 1,000,000.00	X	
3	Town of Berkshire	Hooker Foundation/MFT Foundation/Community Foundation	Master park plan for George W. Smith park	Potential application	TBD	X	
4	Tioga Hardwoods	ESD Small Manufacturers Modernization Grant	Equipment purchases/upgrades	Application in process	TBD	X	