

AGENDA
ECONOMIC DEVELOPMENT/PLANNING COMMITTEE
Wednesday, February 2nd 10:00 a.m.

Members: Johnson, Groat, Chatfield, Robusto, Lasher

10:00 a.m. Approve minutes from previous meeting

10:00 a.m. Cooperative Extension, Elizabeth Claypoole

Fruit Specialist, Craig Kahlke

10:20 a.m. Tourism, Christine Worth

MONTHLY REPORT [TOUR1RPT2 - Progress Report January 2022.docx](#)

10:30 a.m. Ec. Development/Planning Department, Brian Pincelli

ANNUAL REPORT [ED&P Annual Report 2021.pdf](#)

TRANSMITTALS:

- Authorization to bid CDBG Housing Study [PLAN 22 RES 3- Bid CDBG Housing Study and Amend Department Budget REV1.docx](#)
- Authorization to Bid Business Park Feasibility Study [PLAN 22 RES 10- Bid Business Park Feasibility Study and Amend Department Budget REV1.docx](#)
- Authorization to Approve WCWSA Appointments [PLAN 22 RES 4- Approving WCWSA Appointments.docx](#)
- Authorize Appointment of Fair Housing Officer [PLAN 22 RES 5- Annual Appointment of Fair Housing Officer.doc](#)
- Authorize Appointments to Ag Development Board [PLAN 22 RES 6- Appointments to the Ag Development Board Rev1.docx](#)
- Authorization to set Public Hearing for Ag. District [PLAN 22 RES 8- Set Ag District Public Hearing.docx](#)
- Authorization to apply for CDBG-CV Funding [PLAN 22 RES 9- Apply for CDBG-CV Funding Rev1.docx](#)
- Authorization to re-appropriate unspent 2021 budget [WCIDA 2022 02 RES 1- Appropriating Funds to the Industrial Site Fund REV1.docx](#)

PROGRESS REPORTS – January 2022

Christine Worth – Director

- Attended mask education meeting
- Attended FLRTC Executive Board Conference Call
- Attended FLRTC Board Meeting
- Attended Bicentennial Committee Meeting
- Attended ROC/FLX Bev Trail Meeting
- Attended Lake Ontario Wine Trail Meeting
- Attended New York's Sportsman's Expo in Syracuse

Notes

- Advertising
 - Finalized GuestQuest
- Bicentennial Committee
 - Children's activity book is completed
 - Sent out a press release for the Calendar
- Birding App – Working with Cayuga County and Seneca County on highlight Birding in our area along the Erie Canal
- Brochure Distribution
 - Finalized brochure distribution in NYS and PA
- I Love NY / Matching Funds
 - Grant Program - 2021
 - 4th Quarter Matching Funds reports completed
- Media Lead
 - Working with Theresa St John who we hosted in August 2021 regarding the Apple Farm Stand at Stonegoose Farms regarding "honey"
- Sport Shows
 - Syracuse Jan 2022
 - Springfield Mass, Feb 2022
 - WNY **Sport** & Travel Expo, Hamburg Mar 2022
- Staffing
 - PT/account clerk is still vacant
 - Met with Rick House & Chris Kalinski
- Visitor's Guide
 - Follow up with visitor guide partners
 - Reviewing new businesses
 - Reviewing 2022 design and potential changes

Chris Kenyon – Outdoor Recreation Coordinator

1. Fishing reports: web, phone, e-mail and Facebook.
2. Re-work new ad for New York Outdoor News.
3. Take pictures of ice anglers on WC bays.
4. Zoom meeting and action items with LOSPC.
5. Zoom meeting with Steve Hurst, New York DEC Fishery manager.

RESOLUTION TRANSMITTAL

Committee No. 4

Date: February 2, 2022

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

AUTHORIZATION TO BID COMPREHENSIVE HOUSING STUDY AND TO AMEND DEPARTMENT BUDGET

WHEREAS, resolution 293-21 approved submission of a 2021 Community Development Block Grant (CDBG) to conduct an updated Comprehensive Housing Needs and Market Study application requesting up to \$50,000 of grant funding; approving \$2,500 in matching funds and approval to accept and execute agreements by the Chairman, and

WHEREAS, the County has been awarded \$47,500 under the 2021 CDBG Program to be reimbursed at completion of the project, and

WHEREAS, that the County Deputy Budget Director has determined that the County \$2,500 match should be funded from the General Fund Contingency budget; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes the Economic Development and Planning Department's issuance of a Request for Proposals for consultant services for completion of the study, and be it further

RESOLVED, the Director of Economic Development and Planning shall review and present a record of the Proposals and subsequent recommendations to the Board of Supervisors for approval; and be it further

RESOLVED that the County Treasurer is authorized to make the following budget adjustment:

A1990 General Fund Contingencies

(Appropriations)

\$2,500 from 54000 Contractual Expenses

A8020 Planning Board

(Revenue)

\$47,500 to 44091 CDBG – EDP01 Comprehensive Housing Study

\$50,000 to 54400 Contracted Services – EDP01 Comprehensive Housing Study

Budgeted: No Proposed Cost: \$50,000 Reimbursed Amount \$47,500 County Cost \$2,500

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 4

Date: 02/2/2022

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

AUTHORIZATION TO BID BUSINESS PARK FEASIBILITY STUDY AND TO AMEND DEPARTMENT BUDGET

WHEREAS, resolution 295-21 approved submission of an application for a comprehensive business park strategy requesting \$30,000 of grant funding, approving \$30,000 in matching funds, and approval to accept and execute agreements by the Chairman, and

WHEREAS, the County has been awarded \$30,000 under the Empire State Development Strategic Planning and Feasibility Study Program to be reimbursed at completion of the project, and

WHEREAS, that the County Deputy Budget Director has determined that the County \$30,000 match should be funded from the General Fund Contingency budget; now, therefore be it

RESOLVED, that the Board of Supervisors authorizes the Economic Development and Planning Department's issuance of a Request for Proposals for consultant services for completion of the study, and be it further

RESOLVED, the Director of Economic Development and Planning shall review and present a record of the Proposals and subsequent recommendations to the Board of Supervisors for approval; and be it further

RESOLVED that the County Treasurer be directed and authorized to make the following budget adjustments:

A1990 General Fund Contingencies

(Appropriations)

\$30,000 from 54000 Contractual Expenses

A8020 Economic Development and Planning

(Revenue)

\$30,000 to 43305 NYS Grants – EDP02 Business Park Feasibility Study

(Appropriations)

\$60,000 to 54400 Contracted Services – EDP02 Business Park Feasibility Study

Budgeted: YES NO Proposed Cost: \$60,000 Reimbursed Amount \$30,000 County cost \$30,000

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 4

Date: February 2, 2022

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

RESOLUTION MAKING APPOINTMENTS TO WAYNE COUNTY WATER AND SEWER AUTHORITY

WHEREAS, the Chairman of the Board of Supervisors has recommended that the following members be reappointed to the Wayne County Water and Sewer Authority for a three term of office beginning January 1, 2022 and expiring December 31, 2022:

Jean Johnson
3600 Lorraine Drive
Walworth, New York 14568

Laverne Bliet
5126 Steurrys Road
Marion, New York 14505; and

Daniel LaGasse
8729 Thompson Station Road
Lyons, New York 14489;

Now, therefore be it

RESOLVED, that the Board of Supervisors approves and ratifies these appointments to the Wayne County Water and Sewer Authority.

Budgeted: yes ___ no___ Proposed Cost: _____ Reimbursed Amount _____ County cost ___0_____

Departmental transfer \$_____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes___ no___ N/A___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 4

Date: February 2, 2022

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

RESOLUTION TO APPOINT FAIR AND EQUITABLE HOUSING OFFICER FOR WAYNE COUNTY

WHEREAS, Wayne County often applies for funding from the New York State Office of Community Renewal (“OCR”) Community Development Block Grant (“CDBG”) program; and

WHEREAS, OCR requires grant recipients to comply with Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Fair Housing Amendments Act of 1988 and the Human Rights Law (Executive Law, Article 15) of the State of New York as well as Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and

WHEREAS, OCR also requires grant recipients to appoint a Fair Housing Officer and a Section 3 Officer to affirmatively advance these Federal goals for qualifying projects within the County; and

WHEREAS, Legal Assistance of Western New York, Inc. Fair Housing Enforcement Project has been funded by US Department of Housing and Urban Development since 1998 to investigate housing discrimination complaints in our region including Wayne County and will accept referrals for investigation; now therefore be it

RESOLVED, that the Board of Supervisors hereby designates Thomas Lyon as Wayne County Fair Housing Officer and Section 3 Officer.

Budgeted: yes ___ no x Proposed Cost: 0 Reimbursed Amount _____ County cost 0

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator’s Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec’d: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 4

Date: February 02, 2022

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

RESOLUTION AUTHORIZING APPOINTMENTS TO THE AGRICULTURAL DEVELOPMENT BOARD

WHEREAS, the following persons are recommended for appointment to the Agricultural Development Board to fill vacated seats:

Duane Crandon, 3160 Middle Sodus Rd, Lyons,
Zachary DeBadts, 7839 N Centenary Rd, Sodus
Jody Bender, P.O. Box 260, Marion

now, therefore, be it

RESOLVED, that Duane Crandon and Zachary DeBadts are hereby appointed to the Agricultural Development Board for a term of office effective January 1, 2022 and expiring on December 31, 2025; and be it further

RESOLVED that Jody Bender is hereby reappointed to the Agricultural Development Board for a term of office concurrent with his term of office as Supervisor, becoming effective January 1, 2022 and expiring on December 31, 2023.

Budgeted: yes ___ no X Proposed Cost: _____ Reimbursed Amount _____ County cost 0 _____

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 4

Date: 02/02/2022

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

RESOLUTION TO SET PUBLIC HEARING FOR INCLUSION OF LAND IN A CERTIFIED AGRICULTURAL DISTRICT

WHEREAS, the Board of Supervisors, as required by NYS Agriculture and Markets Law 303-b, designated January 1 to January 31, as the annual 30 day review period when landowners may submit a request to the County for inclusion in certified agricultural districts prior to established agricultural district review periods; and

WHEREAS, landowner(s) have submitted a request to include their land in a certified agricultural district, and

WHEREAS, before this property can be formally included in the Agricultural District No. 1, the Board of Supervisors must hold a public hearing; now, therefore be it

RESOLVED, that the Board of Supervisors will hold a public hearing for the modification of Agricultural District No. 1 on Tuesday, March 15, 2022 at 9:05 A.M. in the Supervisors Chambers of the Wayne County Courthouse, 26 Church Street, Lyons, and be it further

RESOLVED, that the Clerk of the Board is hereby authorized and directed to publish notice in the legal newspapers for the County for the first available publication.

Budgeted: yes [X] no ___ Proposed Cost: \$75 Reimbursed Amount _____ County cost 75

Departmental transfer \$_____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 4

Date: 02/02/2022

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

RESOLUTION AUTHORIZING CDBG-CV GRANT APPLICATION THROUGH THE ECONOMIC DEVELOPMENT & PLANNING OFFICE

WHEREAS, The New York State Office of Community Renewal announced the availability of (OCR) \$127 million in NYS Community Development Block Grant (CDBG) funding for COVID-19 response available through the CARES Act (CDBG-CV)2020 Community Development Block Grant (CDBG-CV) Coronavirus Aid, Relief, and Economic Security Act (CARES) Funding).; and

WHEREAS, The New York State Community Development Block Grant Program (NYS CDBG) is a federally funded program administered by the Housing Trust Fund Corporation's (HTFC) Office of Community Renewal (OCR). The CDBG-CV funding will be available to non-entitlement & entitlement communities statewide to prepare, prevent, or respond to impacts of COVID-19 and potential variants or future pandemics, and

WHEREAS, Counties are eligible for up to \$3,000,000 under this solicitation, and

WHEREAS, OCR will provide funding for eligible activities to establish a farmworker safety improvement program and to utilize in proposed infrastructure projects; therefore be it

RESOLVED, that the Board of Supervisors hereby authorizes the submission of a 2020 Community Development Block Grant (CDBG-CV) application requesting up to \$3,000,000 of grant funding to establish the farmworker safety improvement program and to utilize in proposed infrastructure projects; and be it further

RESOLVED, that said application shall be prepared and filed under the direction and supervision of the County Economic Development and Planning Office; and be it further

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized and directed to execute a CDBG Pre-Submission Certification Form, preliminary budget and any other agreement documents necessary to implement the resolution, including acceptance of a CDBG award resulting from approved application, on behalf of the County of Wayne, subject to the County Attorney's approval as to form and content.

Budgeted: yes no Proposed Cost: 0 Reimbursed Amount _____ County cost 0

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 4

Date: February 2, 2021

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

AUTHORIZATION TO RE-APPROPRIATE UNSPENT 2021 BUDGET FUNDING TO THE INDUSTRIAL DEVELOPMENT PROGRAM 2022 BUDGET

WHEREAS, the Wayne County Board of Supervisors has established the Industrial Development Site Fund as a tool to encourage the extension of public infrastructure so that industry can expand and grow in Wayne County; and

WHEREAS, that resolution No. 390-13 adopted guidelines for the use of the Industrial Development Site Fund which includes providing one third of the cost of the public infrastructure projects, to be matched by two thirds from local state, federal or private funds; and

WHEREAS, the County funding of the Industrial Site Development Fund crosses several fiscal years; and

WHEREAS, with the adoption of resolution No. 110-19 the County capped County contributions to the Industrial Site Development Fund at \$1,000,000, and capped amount for any one project of \$300,000, and

WHEREAS, the County does not include Industrial Site Development Fund budget appropriations in the annual adopted operating budgets, but each year by Board resolution re-appropriates to the Industrial Site Development Fund any previous year end unspent budget balance for the fund, plus starting with resolution No. 135-15 re-appropriates any previous year unspent budget balance from the WC-IDA Economic Development and Planning Department Special Studies and Projects budget, up to the capped amount of \$1,000,000 for the Industrial Site Development Fund; and

WHEREAS, at the time that the County Treasurer closes the books for 2021, the Industrial Site Development Fund will have an unspent budget balance of \$902,819 and the Economic Development and Planning Special Studies and Projects will have an unspent budget balance of \$0, returning those unspent budget balances to the General Fund Unassigned Fund Balance at the end of 2021; now, therefore, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer \$902,819 from the General Fund Unassigned Fund Balance; and further be it

RESOLVED, that the County Treasurer is hereby authorized to amend the budget as follows:

A6326 Economic Development Administration

(Appropriations)

\$902,819 to 54553 Industrial Site Development Program

Budgeted: No Proposed Cost: \$902,819 Reimbursed Amount \$0 County Cost \$902,819

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____