

AGENDA
ECONOMIC DEVELOPMENT/PLANNING COMMITTEE
Wednesday, May 3rd 10:00 a.m.

Members: Johnson, Groat, Chatfield, Robusto, Lasher

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

10:00 a.m. **Tourism, Christine Worth**

MONTHLY REPORT [TOUR05RPT1 - Progress Report April 2023.docx](#)

TRANSMITTAL:

- Authorization to Accept Bid and Sign Contract [TOUR05RES1 2023 Print Bid Acceptance 1.docx](#)

10:10 a.m. **Cooperative Extension, Maggie McHugh**

DISCUSSION:

4H's Economic Impact

10:25 a.m. **Ec. Development/Planning Department, Brian Pincelli**

TRANSMITTALS:

- Authorization to Set Public Hearing Date for Comprehensive Housing Plan [PLAN05 RES01- SET SECOND PUBLIC HEARING FOR WC COMPREHENSIVE HOUSING PLAN.docx](#)
- Authorization to Issue Requests for Proposals [PLAN05 RES02- AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR QUALIFIED ENVIRONMENTAL FIRM.REV.docx](#)
- Authorization to Abolish and Create positions [PLAN05 RES03- ABOLISH SENIOR PLANNER POSITION CREATE PLANNER POSITION.docx](#)
- Authorization to expand Business Park Feasibility Study to include Former Butler Prison [PLAN05 RES04- EXPANSION OF BUSINESS PARK FEASIBILITY STUDY TO INCLUDE FORMER BUTLER PRISON SITE.docx](#)

OOS Travel [EDP OOS Travel.pdf](#)

PROGRESS REPORTS – April 2023

Christine Worth – Director

- Attended Bicentennial committee meetings
- Attended FLRTC Board Meeting
- Attended LOSCP Meeting
- Met with Elissa Mitchell for Bicentennial social media campaign
- Attended Bicentennial walk through at Lyons Community Center
- Attended Tyler Nydgren Solar Eclipse poster contact
- Met with Advance Media NY regarding bicentennial promotion
- Attended ROC / FLX Beverage trail meeting

Notes

- Advertising
 - Finalizing Summer promotion with Kids Out and About to highlight geocaching trail and family fun day.
 - Finalized ads for NY Outdoors and PA Outdoors
- Apple Tasting Tour
 - Held planning meeting 4/27/23
 - Burnap's Farm Market is back on the tour
 - Youngman's Farm Market moved on Lake Road in Sodus Point.
 - Continue the "find a letter" / "word Jumble" from 2022.
- DEC – I Love NY Birding Trail
 - We will be communicating to potential birding sites on how they can nominate to be considered for inclusion on the trail.
 - [Nomination guidelines](#) (PDF) and [nomination form](#) (PDF)
- I love NY
 - Completed 1st quarter report
- Tourism Updates
 - Bicentennial Committee Meetings (Committee, Executive Committee, Gala, Family fun Week, Marketing, Geocaching and April 11 Events).
 - Bicentennial – Organizing and distributing printed materials as needed
 - Bicentennial – Assisting with newsletter using constant contact and contact list
 - Bicentennial – Assisting in research and purchasing requisitions for 2023 budget allowance, including research promotional items
 - Bicentennial – Social media ad campaign.
 - Bicentennial – Geocaching promotion
 - Microtel Opening Date is early May.
 - Met with Finger Lakes Tree House, located in Sodus.
 - 4 seasons, wedding venue etc... Opening 7/1/23
 - [Finger Lakes Treehouse & Spa, Sodus – Updated 2023 Prices \(booking.com\)](#) or [Finger Lakes Treehouse and Spa business link](#)
- Visitor's Guide
 - Distribution
 - Working with graphic designer on final edits/design

RESOLUTION

Committee No. 4 Date: 5/3/2023

Committee Chair:

Johnson

Department Head: Worth

AUTHORIZATION TO ACCEPT BID AND SIGN CONTRACT FOR 2023 TRAVEL GUIDE PRINTING

WHEREAS, In accordance with the Wayne County Purchasing Policy, a competitive bid was issued for printing of the 2023 Wayne County Travel Guide, and

WHEREAS, the Purchasing Department duly advertised for bid and responses were opened on Tuesday May, 25, 2023 at 2:00pm with the following bids received:

Dual Print and Mail
340 Nagel Drive, Cheektowaga, NY 14225
\$18,286.96

Courier Printing Corp
24 Laurel Bank Ave, Deposit, NY 13754
\$18,512.00

Eastwood Litho
4020 New Court Ave., Syracuse, NY 13206
\$22,332.00

Indiana Printing and Publishing Company
775 Indian Springs Road, Indiana, PA 15701
\$58,091.27

Star Press of Pearl River
45 S Main St, Pearl River, NY 10965
\$26,000.00

;and

WHEREAS, the bids were reviewed by the Wayne County Director of Tourism and Promotion and the Economic Development and Planning Standing Committee of the Wayne County Board of Supervisors:

now, therefore, be it

RESOLVED, that the bid submitted by Dual Print and Mail, for 40,000 units at a price of \$18,286.96, is hereby accepted in accordance with specifications; and be it further

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized and directed to execute a contract on behalf of the County of Wayne, subject to the County Attorney's approval as to form and content, with Dual Print and Mail.

Budgeted: yes [X] no [] Proposed Cost: \$18,286.96 Reimbursed Amount: _____ County Cost: \$18,286.96

Department 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: _____

Purchasing 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

Committee No. 4 Date: 5/3/2023

Committee Chair:

Scott Johnson

Department Head: Brian

Pincelli

AUTHORIZATION TO SET SECOND PUBLIC HEARING FOR WAYNE COUNTY COMPREHENSIVE HOUSING PLAN

WHEREAS, Wayne County received funding from the Office of Community Renewal under the 2021 Community Development Block Grant (CDBG) program known as the Wayne County Comprehensive Housing Plan; and

WHEREAS, Wayne County is required under 24 CFR570.486 and NYS's Citizen Participation Plan to schedule and conduct an advertised public hearing prior to the completion of the project to give the public the opportunity to provide comments on the Wayne County Comprehensive Housing Study project (Grant # 1219P2-21) and input as to the County's effectiveness of administration for this project; now, therefore, be it

RESOLVED, that the hearing be set for May 16, 2023 at 9:10 A.M. in the Supervisors' Chambers at 26 Church Street, Lyons, New York; and be it further

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

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

Department 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: _____

Purchasing 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: _____

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RESOLUTION

Committee No. 4 Date: 5/3/2023

Committee Chair:

Scott Johnson

Department Head: Brian

Pincelli

AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR QUALIFIED ENVIRONMENTAL FIRM

WHEREAS, the County of Wayne has been awarded a \$1,000,000 FY 2022 United States Environmental Protection Agency (U.S. EPA) Revolving Loan Fund (RLF) grant; and

WHEREAS, the County has an agreement to utilize the Wayne Economic Development Corporation (WEDC) for marketing, promotion, underwriting, and other administrative functions of managing the RLF; and

WHEREAS, the U.S. EPA requires the utilization of a Qualified Environmental Professional (QEP) for review of Assessment reports and other EPA program requirements; and

WHEREAS, the Wayne County Land Bank and the County Economic Development and Planning Department anticipate a need to utilize a QEP for additional work under other brownfield initiatives; and

WHEREAS, joint procurement of a QEP would assist in consistency across agencies and programs aimed at addressing environmentally challenged sites through cooperative efforts between the County, WEDC, and the Land Bank; now, therefore, be it

RESOLVED, the Board of Supervisors authorizes the release of an RFP for QEP services and assistance in meeting other EPA program requirements under the direction of the Purchasing Department, in cooperation with the WEDC and Land Bank, with separate agreements by each agency for QEP program assistance.

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

Department 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: _____

Purchasing 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

Committee No. 4

Date: 5/3/2023

Committee Chair: Scott Johnson

Department Head: Brian Pincelli

AUTHORIZATION TO ABOLISH A SENIOR PLANNER POSITION AND CREATE PLANNER POSITION IN THE DEPARTMENT OF ECONOMIC DEVELOPMENT AND PLANNING

WHEREAS, the Planning Department has posted Planner and Senior Planner positions in order to widen the applicant pool for two Senior Planner open positions in the Department; and

WHEREAS, the Department has a candidate to fill a Planner position in the Deptment; and

WHEREAS, it is necessary to abolish a Senior Planner position and create a Planner position to meet the candidate's qualifications and fill an open position; now, therefore be it

RESOLVED, that the position of Planner is hereby created at a starting hourly rate of \$28.59; and be it further

RESOLVED, that a position of Senior Planner is hereby abolished upon hire of the Planner; and be it further

RESOLVED, that the Wayne County Treasurer is hereby authorized to make the following budget amendment:

A8020 Planning Board

(Appropriations)

\$27,000 from 51342 Senior Planner

\$27,000 to 51320 Planner

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

Department 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: _____

Purchasing 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

Committee No. 4

Date: 5/3/2023

Committee Chair: Scott Johnson

Department Head: Brian Pincelli

RESOLUTION AUTHORIZING EXPANSION OF THE BUSINESS PARK FEASIBILITY STUDY TO INCLUDE THE FORMER BUTLER PRISON SITE UTILIZING FUNDS FROM THE INDUSTRIAL DEVELOPMENT AGENCY

WHEREAS, County representatives and staff have been discussing redevelopment strategies with the New York State Prison Redevelopment Commission and New York State Empire State Development; and

WHEREAS, The Wayne County Business Park Feasibility Study was originally budgeted for \$60,000; and

WHEREAS, the County has been awarded an additional \$30,000 in state funding, contingent upon a \$30,000 local match, under the Empire State Development Strategic Planning and Feasibility Study Program to be reimbursed at completion of the project to expand the Business Park Feasibility Study for market analysis of the Former Butler Prison Site; and

WHEREAS, the Wayne County Industrial Development Agency will provide matching funds for the addition to the study; now, therefore, be it

RESOLVED, that the Board of Supervisors authorizes acceptance of the award, and be it further

RESOLVED, the work will be completed under the direction of the County Economic Development and Planning Department.

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

Department 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: _____

Purchasing 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: _____