

AGENDA
ECONOMIC DEVELOPMENT/PLANNING COMMITTEE
Wednesday, July 6th 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/Robert Hadad

FSMA/Cornell Vegetable Team

10:20 a.m. Tourism, Christine Worth

MONTHLY REPORT [TOUR07RPT1 - Progress Report June 2022.docx](#)

TRANSMITTALS:

- Authorization to Create and Abolish Positions [TOUR07RES2 create Acct Clerk FT and abolish Acct Clerk PT and Outdoor Recreation Coordinator.docx](#)
- Authorization to Accept Bid [TOUR07RES1 2022 Print Bid Acceptance rev. 1.docx](#)

10:35 a.m. Ec. Development/Planning Department, Brian Pincelli

TRANSMITTALS:

- Authorization to Amend Budget and refund Brownfield Assessment Account [PLAN 22 RES 33- AMEND BUDGET AND REFUND BROWNFIELD ASSESSMENT ACCOUNT REV1.docx](#)
- Authorization to Put Out RFP for Brownfield Consultant [PLAN 22 RES 34- RFP FOR PROCURING THE SERVICES OF A BROWNFIELD CONSULTANT Rev1.docx](#)

Out of State Travel [OOS Travel.pdf](#)

PROGRESS REPORTS – June 2022

Christine Worth – Director

- Attended Newark DRI Local Planning Committee
- Attended FLRTC Executive Board Conference Call
- Attended Bicentennial Committee Meeting
- Attended Lake Ontario Wine Trail Meeting
- Met with Advance Media NY regarding video opportunity
- Met with Orleans & Monroe County regarding 100 Must See Miles of the Erie Canal Campaign
- Attended Lakes Ontario Sportfishing Council Meeting
- Met with Webmaster
- Attended ROC/FLX Beverage Trail Meeting
- Met with Sodus/Sodus Point regarding “bay” promotion
- Met with Simplview regarding website CRM
- Attended Mural Dedication at Wayne County Humane Society
- Met with John Kucko
- Met with Indus Hospitality – Macedon Microtel

Notes

- Advertising
 - Finalized information for the Kucko Calendar
 - Living Bird Ad
 - Updated events for Finger Lakes Regional Tourism Council
- Apple Tasting Tour
 - The brochure, app and website are in the process of being updated.
 - We are reviewing the app to see how we can also use it for the challenge.
- Erie Canal Bike Tour
 - 24th Annual Bike Tour travels from Buffalo to Albany July 10-17, 2022
 - Day three – Fairport to Seneca Falls. The tour travels through Wayne County on Tuesday July 12, 2022
 - Letter sent to restaurants along the Erie Canal to communicate the activity for awareness and staffing.
- Fall Brochure
 - Finalized and approved content
- Staffing
 - Our new employees in the department are getting familiar and learning about Wayne County’s tourism assets.
- Tourism Updates
 - Bicentennial – Assisting with activity book re-print
 - Bicentennial – Organizing and distributing printed materials as needed
 - Delivered brochures to Sodus Point Information Center

- Working with a Travel Writer who will be visiting in July
- Visitor's Guide
 - Printing – Re-bid occurred and printer selected.

Chris Kenyon – Outdoor Recreation Coordinator

- Fishing updates weekly, phone web and e mail.
- Assist Clyde with kids fishing day.
- FAM tours with Chris DeRenzo.
- Review ad schedule with New York Outdoor News.
- Take extra tackle boxes to WC Soil for youth fishing contest.

RESOLUTION TRANSMITTAL

Committee No. 4

Date: July 6, 2022

Committee Chair: Scott Johnson
Department Head: Christine Worth

AUTHORIZATION TO CREATE ONE ACCOUNT CLERK FULL-TIME POSITION AND ABOLISH AN ACCOUNT CLERK PART-TIME AND AN OUTDOOR RECREATION COORDINATOR POSITION WITHIN THE TOURISM DEPARTMENT

WHEREAS, the Outdoor Recreation Coordinator in the Tourism Department will be retiring 12/31/22; and
WHEREAS, the Tourism Director desires to maintain the operations of the Tourism Office; and
WHEREAS, the Director has the opportunity to appoint the individual currently working within the department who holds Civil Service competitive status as an Account Clerk. This individual has taking on more responsibilities and additional hours demonstrating the ability to competently perform additional duties as requested; and
WHEREAS, the County Administrator and Human Resource Director have reviewed and approved this proposal; and
WHEREAS, these position changes will be reflected in the 2023 budget upon adoption by the Board of Supervisors; therefore, be it
RESOLVED, that the Board of Supervisors authorizes the Director of Tourism to create a full time Account Clerk position (grade 10, CSEA), effective February 3, 2023 and be it further
RESOLVED, that one part-time Account Clerk position be abolished effective February 2, 2023 and one part-time Outdoor Recreation Coordinator position be abolished January 1, 2023.

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

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: July 6, 2022

Committee Chair: Scott Johnson

Department Head: Christine

Worth

AUTHORIZATION TO ACCEPT BID AND SIGN CONTRACT FOR 2022 TRAVEL GUIDE PRINTING

WHEREAS, In accordance with the Wayne County Purchasing Policy a competitive bid was issued for printing of the 2022 Wayne County Travel Guide, and

WHEREAS, the Purchasing Department duly advertised for bid and responses were opened on Monday June 27, 2022 at 2:00pm with the following bids received:

Bidder	Quantity	25,000	35,000
Dual Printing Inc 40 Nagel Drive, Cheektowaga, NY 14225		\$18,416.40	\$24,564.87
Eastwood Litho, Inc 4020 New Court Ave., Syracuse, NY 13206		\$14,989.00	\$19,583.00
Indiana Printing & Publishing Company, Inc. 775 Indian Springs Road, Indiana, PA 15701		\$40,075.00	\$52,325.00
Phoenix Graphics Inc 1525 Emerson St., Rochester, NY 14606		\$37,058.00	\$51,758.00

;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 Eastwood Litho, Inc, for **35,000** units, at a price of **\$19,583.00**, is hereby accepted in accordance with the 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 **Eastwood Litho, Inc.**

Budgeted: yes no Proposed Cost: **\$ 19,583** Reimbursed Amount _____ County Cost **\$19,583**

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: 7/6/22

Committee Chair: Scott Johnson
Department Head: Brian Pincelli

AUTHORIZATION TO AMEND BUDGET AND FUND BROWNFIELD ASSESSMENT ACCOUNTS

WHEREAS, Resolution No. 037-21 authorized budget amendments and acceptance of a \$600,000 EPA Assessment Grant to provide funding for developing inventories of brownfields, prioritizing sites, conducting community involvement activities, conducting site assessments, and developing cleanup plans and reuse plans related to brownfield sites; and

WHEREAS, funds are being drawn from U.S. Department of Treasury and used to refund the account being used to pay consultant fees as the project progresses under Agreement No. BF 96240019-0; and

WHEREAS, the project continues and the amount of \$464,153.15 is required to fund revenues and appropriations associated with the ongoing administration of the program; therefore, be it

RESOLVED that the County Board of Supervisors authorizes funding of \$464,153.15 to continue administration of the project; and be it further

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

A8020 Planning Board

(Revenue)

\$464,153.15 to 44095 Federal Brownfield Funding

A8020 Planning Board

(Appropriations)

\$464,153.15 to 54601 Brownfield Expense

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: July 6, 2022

Committee Chair: Scott Johnson

Department Head: Brian Pincelli

RESOLUTION AUTHORIZING AN RFP FOR PROCURING THE SERVICES OF A BROWNFIELD CONSULTANT FOR STATE AND FEDERAL GRANT PROGRAMS

WHEREAS, The Comprehensive Environmental Response, Compensation and Liability Act (CERCLA or the Superfund Law) was amended by the Small Business Liability Relief and Brownfields Revitalization Act (Brownfields Law) to include section 104(k), which provides federal financial assistance for brownfields revitalization, including grants for assessment, cleanup, and revolving loan funds; and

WHEREAS, the FY 2020 Assessment Grant awarded to Wayne County has enabled the County and its partners the Wayne County Regional Land Bank (WCRLB), and the Wayne Economic Development Corporation (WEDC) to develop inventories of brownfields, prioritize sites, conduct community involvement activities, conducting site assessments, and developing cleanup plans and reuse plans related to brownfield sites;

WHEREAS, the current \$600,000 EPA Assessment grant is coming to an end and there is still a high level of need for further brownfield assessment as well as cleanup, planning and site development; and

WHEREAS, the County was recently awarded a \$1,000,000 EPA Brownfield Revolving Loan Fund grant that requires a Qualified Environmental Professional; and

WHEREAS, The Federal Environmental Protection Agency (EPA) is expected to accept applications to the 2023 Brownfield Grant Program; and

WHEREAS, The New York State Department of Environmental Conservation (DEC) has programs to assist brownfield project; and

WHEREAS, to successfully apply and implement these State and Federal programs, the County expects to require grant writing and implementation assistance from qualified firms with strong environmental experience; now, therefore, be it

RESOLVED, the Board of Supervisors authorizes the release of a Request for Proposals to secure the services of a qualified consulting firm to (a) help secure United States Environmental Protection Agency (U.S. EPA) and potentially other federal or state grants for the assessment, cleanup, or redevelopment of brownfields properties within Wayne County, NY, and (b) implement any environmental assessment, remedial planning, community outreach, and other environmental or planning components of grants for which funding is secured.

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

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: _____

Wayne County Out of State Travel Request

Date: 6/16/22

Department Name: Economic Development and Planning Dept. No.: 8020

Meeting Seminar or Conference Name: 2022 National Brownfields Training Conference

Location: Oklahoma City, OK Date(s): Aug 16 – Aug 19

Mandated? Yes ___ (Federal, State, other) No X Required Educational Training? Yes ___ No X

Paid for with Grant Funds? Yes X No ___ Required By: N/A Person(s) attending: Brian Pincelli and Thomas Lyon

Org	Object	Project Code	Object Name	Available Budget	Amount
A 8020	54601	EPA Brownfield Grant	Conference	\$ 416,279	\$ 400
	54483		Training-Seminars-Schools	\$	\$
A 8020	54601	EPA Brownfield Grant	Travel (Airfare, Train, Taxi, Subway, etc.)	\$ 416,279	\$ 2,902.10
A 8020	54601	EPA Brownfield Grant	Lodging	\$ 416,279	\$ 624
	54485		Tolls/Parking/[Fuel county cars only]	\$	\$
	54485		Meals	\$	\$
	54919		Mileage (___ X IRS Prevailing Rate)	\$	\$
TOTAL				\$ 412,353	\$ 3,926.10

Is there a county car available? Yes ___ No X

If no, please provide explanation. Attendees have no intention of driving

Is this training/travel required for continuing professional certification or credits? Yes ___ No X

If yes, how many credits are required in this year (Jan-Dec)? ___ How many have already been attained? ___

Overnight travel required a detailed description of the conference or seminar agenda or schedule (SEE INCLUDED DOCUMENTS). Out of State travel requires the approval of the Standing Committee and the Board of Supervisors, after review by the County Administrator.

Department Head Approval: Brian Pincelli Date: 6/22/22
 Budget Officer Review for Availability of Funds: Thomas Lyon Date: 6/22/22
 County Administrator's Approval: [Signature] Date: 6/23/22
 Committee Chair: _____ Date: _____
 Chairman of the Board: _____ Date: _____