

TIOGA COUNTY ED&P/TOURISM/CCE/SOIL & WATER

LEGISLATIVE COMMITTEE AGENDA

April 2, 2024

1:00 PM

- MINUTES
 - Approval of minutes of March 5, 2024

- FINANCIAL
 - Economic Development
 - Planning
 - Sustainability Management

- OLD BUSINESS
 - Reports
 - Grants
 - Economic/Community Development
 - Land Bank
 - Workforce Development
 - Planning
 - Sustainability Management
 - IDA
 - Misc.

- NEW BUSINESS
 - Reports
 - Grants
 - Economic/Community Development
 - Land Bank
 - Workforce Development
 - Planning
 - Sustainability Management
 - IDA
 - Misc.

- PERSONNEL

- RESOLUTIONS
 - D14-Appoint Member (Evanek) to the Tioga Co IDA
 - D15-Authorize EDP to Apply for NYS CDBG Microenterprise Assistance Program Grant Funds
 - D16-Authorize Appointment (Schnabl) to Deputy Director of EDP Department
 - D17-Authorize Appointment (Woodburn) to Director of EDP Department

D18-Authorize Unpaid Intern in EDP Department
D27-Set Public Hearing Temple Liberty Reconstruction and North Ave
Rehab

- PROCLAMATIONS- N/A
- ADJOURNMENT

DRAFT

ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING March 5, 2024

ATTENDEES:

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

Staff: LeeAnn Tinney, Linda Sampson, Cathy Haskell, Sean Lanning

Guests: Lisa Weston-Bialy, Tioga County Cornell Cooperative Extension (CCE)

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

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

I. MINUTES

A. Approval of minutes of February 6, 2024

Legislator Roberts asked for approval of the minutes from the February 6, 2024 committee meeting. Legislator Flesher made a motion to accept the February 6, 2024 minutes, seconded by Legislator Ciotoli. All were in favor.

II. FINANCIAL

A. 2024 Budget – Ms. Tinney 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.

III. OLD BUSINESS

A. Reports

1. Tioga County CCE – Lisa Weston-Bialy, CCE Workforce Coordinator, was in attendance for Kevin Jordan, Interim Executive Director. Ms. Weston-Bialy asked the committee how to advise the new Executive Director regarding monthly reports. The committee was in agreement to report on all things going on in the department, not to focus on one project or activity. Ms. Weston-Bialy distributed her monthly report, highlighting 4-H Youth Development, Family Resource Centers, Hilltop Community Farm, Beginning Farmer Incubator Program, Master Gardeners,

and staff updates. Ms. Weston-Bialy reported second interviews were held for the new Executive Director and there are two final candidates.

Before moving forward, Ms. Tinney welcomed and thanked Legislator Ciotoli for joining our committee.

2. Tioga County Soil & Water Conservation District – No report this month.
3. Tioga County Tourism – Monthly report previously emailed and is in the committee packet.
4. Economic Development – In keeping with staff reporting, Ms. Tinney introduced Sean Lanning, Community Development Specialist. Mr. Lanning reported the following:
 - Started a new position within ED&P last week, Community Development Specialist, adding that this report will be mainly focused on Education Workforce.
 - Attended Talent Supply Umbrella Committee Meetings (School District Superintendents and BOCES Principals) regarding a Teacher Apprenticeship Program to help schools navigate apprenticeships for teachers and student worker enrichment.
 - Attended Program Coordinator Meetings (Guidance Counselors and Work-based Learning Coordinators) visiting Tioga County businesses making schools aware of businesses and opportunities.

Projects working on:

- Career Center Partnership – Apprenticeship with Spencer and Waverly. Steve Keator from the Career Center will be going into schools one day a week to provide job search/placement services. This project is beginning this month and running through June. If successful they will include more schools.
- OA CTE and BT BOCES – Satellite Campus; Matt Sheehan, BOCES Principal, presented at the Intergovernmental Talent Supply Meeting in January and explained the plans to rent out the maintenance building on the Owego Campus for students from Owego-Apalachin, Newark Valley, Tioga, Vestal, Union-Endicott Schools to attend BOCES classes on the Owego Campus. Seven programs will be available by Fall of 2025. They plan to roll out the Adult Education program next year.
- Tours have been set up at Crown Cork and Seal, and Best Buy.

Community Development Specialist:

- Learning about available grants
- Continue working on Snowmobile Club Grant
- Working on Annual Report for the EDP Department
- Meeting with a Binghamton University Public Administration student looking to be an intern; working on details to present next month.

Ms. Tinney continued to report the following:

B. Grants

1. Active Grants – Tioga County as applicant

- a. CDBG- Racker Neighborhood Depot- This project is moving forward; the weather has made it possible for construction to continue through the winter.
 - b. Restore NY- River House Confectionery and Mercantile
 - i. Assisting with paperwork continues.
 - c. NYS Snowmobile- Countywide Phase 1 & Phase III- Mr. Lanning mentioned continuing to work on this grant in his report.
 - d. NYPA- EV charging stations- Planning meeting held on February 21st; Dr. Pratt continues to work on this project.
 - e. Solid Waste Management plan- Continues to be under review by DEC.
 - f. Restore NY- Tioga Trails
 - i. Continue assisting the property owner with paperwork; waiting on architectural drawings.
 - g. FEMA- Hazard Mitigation Plan update
 - i. Second public meeting held on February 13th.
 - ii. Final version incorporating public comments to be submitted to FEMA and NY DHSES for review.
2. Active Grants- (Tioga County is not applicant)- None at this time.

Ms. Tinney reported we are entering grant season. The State will be offering the Restore Program again this year. This program is one of our best tools because it is not geared toward big developments, but smaller rural communities.

Ms. Woodburn and Ms. Schnabl are exploring an application on behalf of the Land Bank for the Liberty and Temple Street project. They also have met with the Village of Newark Valley for a potential application by the Village of Newark Valley for a couple of projects in Newark Valley.

A letter of intent to apply is due by March 25th. This is not a commitment; it just says we are looking to see if a project is eligible for funding. The application is due by the end of May. If a project is found eligible, and the County is going to be the applicant, we would be presenting a resolution looking for permission to apply in May.

- C. Economic/Community Development – Ms. Tinney reported just before this meeting she received a phone call from Town Supervisor, Mr. Castellucci, asking for a resolution to be passed this month on the Farmer Brown Solar Project. Ms. Tinney received the proposed PILOT Agreement and has forwarded the draft on to Legislative Chair, Ms. Sauerbrey, Committee Chair, Ms. Roberts, and Mr. DeWind, County Attorney. The final PILOT is between the Solar Company, the County and the Town. They are proposing: 7000 per megawatt, 2% annual escalation to be divided 50/50 between the Town and the County and the Solar Company will negotiate with the school separately. Ms. Tinney would like to get a resolution through this month and asked if it can be written immediately following this meeting to be presented in Worksession. Ms. Haskell agreed to putting Ms. Tinney on the agenda to present at Worksession.
- 1. Village of Owego- DRI ongoing – Some projects are getting close to completion.

2. Village of Waverly
 - a. NY Forward– Continue to wait to hear from the State on what projects will be funded.
 3. Broadband- Southern Tier Network is exploring additional funding from the State to continue Broadband build out in Tioga County. Ms. Tinney has asked if the application has been completed and where in Tioga County are they looking to expand. No response yet. No match from the County is needed.
- D. Land Bank
1. Ms. Woodburn has attended the NY Rural Land Bank Board and Committee monthly meetings.
 2. 81 North Avenue Project– Building clean out has started.
- E. Workforce Development- Mr. Lanning reported earlier.
- F. Planning- Ms. Jardine continues to work on the following:
1. NYS Department of Ag & Markets Land Trusts Outreach Grant Program- American Farmland Trust application (\$50,000)- Provided input to Ms. Walsh.
 2. Countywide Strategic Plan- Final ARC grant paperwork submitted.
 3. Annual Ag District Inclusions- Resolution listed below to adopt the 2024 District inclusion; two property requests.
- G. Sustainability Management- Dr. Pratt continues to work on the following:
1. Backyard compost bin program in partnership with Soil and Water- Program continues to be a success; 47 bins sold.
 2. Private Hauler Permits- Three of the five private haulers in Tioga County have applied and been approved; working on contacting the other two.
 3. Municipal Electronic Waste Program- Towns of Richford, Tioga, and Owego have responded and are interested in partnering in 2024.
- H. IDA
1. Southern Tier Clean Tech Corridor Study- The IDA contributed to this study partnering with all counties in the Southern Tier region. This project should begin in the next couple of weeks.

IV. NEW BUSINESS

- A. Economic/Community Development
1. Presentations
 - a. Lt. Governor Delgado visit to Owego Donuts & Beer on February 28th celebrating the completion of this DRI Project. This was a great event, well attended.
- B. Land Bank
1. 2023 audit ongoing
 2. Temple/Liberty Street project- Contracted with Fagan Engineers for a conceptual development plan on Temple and Liberty Street to include single family type development.
- C. Workforce Development- Mr. Lanning reported on projects he is working on earlier, however Ms. Tinney added that Mr. Lanning attended the Business Leads Fellowship Program in Washington DC. This trip was funded by way of the Hooker Foundation. He is now going to participate in the Speaker Series; presently focusing on the COVID 19 learning loss.

D. Planning – Ms. Jardine is working on the following:

1. 239 Reviews

- a. 2024-003 Town of Nichols; Comprehensive Plan Adoption, (Town of Nichols); recommended approval- however TCPB voted unanimously to recommend disapproval; the plan needs to be updated.
- b. 2024-004 Town of Owego; Site Plan Review, Floodplain Special Use Permit, Parking Area Variances (Aldi of Owego) Rt. 17C; recommended approval- TCPB voted unanimously to recommend approval.

2. ST8 proposed increases to annual dues- Ms. Tinney reported Southern Tier 8 has passed a resolution to increase membership dues for partners in 2025 and 2026. Paid dues for 2024 was \$16,000.00, the increase for 2025 and 2026 follows:

- a. 2025- \$16,240
- b. 2026- \$16,484

This change will be reflected in Planning's budget for 2024 and 2025.

E. Sustainability Management

1. 2024 YTD

a. Paid to Broome County

	2024	2023
i. HHW=	\$0	\$12,925.50
ii. E-Waste=	\$0	\$6,000.05
b. Towns/County(EWaste)=	\$0	\$ 679.68

F. IDA

1. Lounsberry Study

- a. Barn demolition is complete. The IDA has contracted with Hunt Engineering; looking for the best way to develop this site. Ms. Woodburn assisted on an IDA application to look at how to extend existing infrastructure to the site.
- 2. Spencer/VanEtten water study is moving forward. Anticipated timeframe for study completion is in April.
- 3. Richford Railroad study- Possible completion date in April; looking for bridge repair and how to alleviate flooding.
- 4. USDA application(s)- Ms. Woodburn has assisted the IDA with applications for USDA funds for the following:
 - a. Business Equipment Purchase Program
 - b. Equipment Lease Program

Following is the process:

- The IDA would purchase the equipment.
- The business would rent the equipment from the IDA for a nominal amount.
- At the end of the lease agreement the IDA will sell the equipment to the business.

This is a way for businesses to finance the purchase of the new equipment. The total cost is recovered. There is the possibility of an administrative fee through the grant.

V. PERSONNEL

Legislator Ciotoli made a motion to go into Executive Session at 1:45 PM. Legislator Flesher seconded the motion. All were on favor.

Legislator Mullen made a motion to close Executive Session at 1:55 PM, seconded by Legislator Ciotoli. All were in favor.

VI. RESOLUTIONS

C07-Authorize 2024 Requests for Inclusion of Land in Agricultural Districts

C08-Authorize to Temporarily Fund Economic Development Specialist Position

C09-Authorize Transfer of Funds for Purchase of Laptop and Docking Station for EDP Dept

After reviewing the above resolutions, 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

Legislator Ciotoli - yes

VII. PROCLAMATIONS- N/A

VIII. ADJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 2:00 P.M.

Respectfully Submitted,

Linda Sampson

Administrative Assistant Economic Development & Planning



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ACCOUNTS FOR: A	General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
A6422 Economic Development									
A6422	411132	Tax On Hotel/Motel	-35,000	0	-35,000	.00	.00	-35,000.00	.0%
A6422	412890	Other Gen Gov. Inc	-100,000	0	-100,000	.00	.00	-100,000.00	.0%
A6422	419890	Contribution To Ec	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
A6422	421891	Other Home & Commu	-25,000	0	-25,000	.00	.00	-25,000.00	.0%
A6422	510010	Full Time	314,875	0	314,875	49,421.18	.00	265,453.82	15.7%
A6422	510020	Part Time/Temporar	12,553	0	12,553	2,560.21	.00	9,992.79	20.4%
A6422	520090	Computer	0	930	930	.00	.00	930.00	.0%
A6422	540010	Advertising	3,000	0	3,000	1,140.00	.00	1,860.00	38.0%
A6422	540040	Books	500	100	600	150.00	.00	450.00	25.0%
A6422	540070	Car Maintenance	2,000	0	2,000	344.16	.00	1,655.84	17.2%
A6422	540180	Dues	450	500	950	845.00	.00	105.00	88.9%
A6422	540220	Automobile Fuel	150	0	150	.00	.00	150.00	.0%
A6422	540320	Leased/Service Equ	1,350	0	1,350	196.50	24.23	1,129.27	16.4%
A6422	540360	Meals/Food	750	0	750	54.83	.00	695.17	7.3%
A6422	540390	Mileage Expense	50	0	50	.00	.00	50.00	.0%
A6422	540420	Office Supplies	1,280	0	1,280	.00	.00	1,280.00	.0%
A6422	540480	Postage	380	0	380	.00	.00	380.00	.0%
A6422	540485	Printing/Paper	1,500	0	1,500	276.23	.00	1,223.77	18.4%
A6422	540487	Program Expense-WD	100,000	0	100,000	695.37	.00	99,304.63	.7%
A6422	540590	Services Rendered	20,000	0	20,000	.00	.00	20,000.00	.0%
A6422	540620	Software Expense	100	0	100	.00	.00	100.00	.0%
A6422	540660	Telephone	740	0	740	71.55	.00	668.45	9.7%
A6422	540733	Training/All Other	4,820	-1,530	3,290	.00	.00	3,290.00	.0%
A6422	581088	State Retirement F	6,927	18,139	25,066	7,815.66	.00	17,250.04	31.2%
A6422	583088	Social Security Fr	4,097	15,815	19,912	4,612.74	.00	15,299.50	23.2%
A6422	584088	Workers Compensati	0	6,570	6,570	1,378.80	.00	5,191.33	21.0%
A6422	585588	Disability Insuran	0	289	289	62.58	.00	226.49	21.6%
A6422	586088	Health Insurance F	13,076	44,180	57,256	10,108.55	.00	47,147.80	17.7%
A6422	588988	Eap Fringe	0	86	86	18.24	.00	67.94	21.2%
TOTAL Economic Development		308,598	85,080	393,678	79,751.60	24.23	313,901.84	20.3%	
TOTAL General Fund		308,598	85,080	393,678	79,751.60	24.23	313,901.84	20.3%	
TOTAL REVENUES		-180,000	0	-180,000	.00	.00	-180,000.00		
TOTAL EXPENSES		488,598	85,080	573,678	79,751.60	24.23	493,901.84		



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	308,598	85,080	393,678	79,751.60	24.23	313,901.84	20.3%

** END OF REPORT - Generated by Sampson, Linda **



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A8020 Planning							
A8020 449020 ARC23 Federal Aid-P	0	-5,430	-5,430	-4,892.60	.00	-537.00	90.1%
A8020 510010 Full Time	167,422	0	167,422	30,240.03	.00	137,181.97	18.1%
A8020 540010 Advertising	200	0	200	.00	.00	200.00	.0%
A8020 540040 Books	600	0	600	65.00	.00	535.00	10.8%
A8020 540140 Contracting Servic	22,000	0	22,000	.00	.00	22,000.00	.0%
A8020 540140 ARC23 Contracting S	0	10,859	10,859	9,785.20	.00	1,074.00	90.1%
A8020 540180 Dues	800	0	800	798.00	.00	2.00	99.8%
A8020 540220 Automobile Fuel	200	0	200	23.50	.00	176.50	11.8%
A8020 540320 Leased/Service Equ	1,200	0	1,200	.00	.00	1,200.00	.0%
A8020 540360 Meals/Food	190	0	190	.00	.00	190.00	.0%
A8020 540390 Mileage Expense	600	0	600	.00	.00	600.00	.0%
A8020 540420 Office Supplies	500	0	500	.00	.00	500.00	.0%
A8020 540480 Postage	900	0	900	.00	.00	900.00	.0%
A8020 540485 Printing/Paper	1,000	0	1,000	.00	.00	1,000.00	.0%
A8020 540590 Services Rendered	4,875	0	4,875	.00	.00	4,875.00	.0%
A8020 540660 Telephone	600	0	600	31.24	.00	568.76	5.2%
A8020 540733 Training/All other	1,200	0	1,200	7.00	.00	1,193.00	.6%
A8020 581088 State Retirement F	0	10,835	10,835	3,274.80	.00	7,559.96	30.2%
A8020 583088 Social Security Fr	0	9,986	9,986	2,643.09	.00	7,343.23	26.5%
A8020 584088 workers compensati	0	2,241	2,241	551.52	.00	1,689.70	24.6%
A8020 585588 Disability Insuran	0	119	119	31.38	.00	87.64	26.4%
A8020 586088 Health Insurance F	0	40,256	40,256	11,111.05	.00	29,144.62	27.6%
A8020 588988 Eap Fringe	0	30	30	7.38	.00	22.33	24.8%
TOTAL Planning	202,287	68,896	271,183	53,676.59	.00	217,506.71	19.8%
TOTAL General Fund	202,287	68,896	271,183	53,676.59	.00	217,506.71	19.8%
TOTAL REVENUES	0	-5,430	-5,430	-4,892.60	.00	-537.00	
TOTAL EXPENSES	202,287	74,326	276,613	58,569.19	.00	218,043.71	



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ACCOUNTS FOR: General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
8160 Refuse & Garbage							
A8160 421890 Other Home & Comm	0	0	0	-1,760.00	.00	1,760.00	100.0%
A8160 425900 Waste Hauler Permi	0	0	0	-400.00	.00	400.00	100.0%
A8160 439892 Solid Waste State	-30,000	0	-30,000	.00	.00	-30,000.00	.0%
A8160 510010 Fulltime	69,317	0	69,317	13,228.49	.00	56,088.51	19.1%
A8160 540010 Advertising	7,500	0	7,500	2,149.26	107.00	5,243.74	30.1%
A8160 540180 Dues	175	0	175	.00	.00	175.00	.0%
A8160 540270 Insurance-Liabilit	1,422	0	1,422	.00	.00	1,422.00	.0%
A8160 540320 Leased/Service Equ	0	2,000	2,000	196.50	.00	1,803.50	9.8%
A8160 540390 Mileage Expense	167	0	167	.00	.00	166.75	.0%
A8160 540420 Office Supplies	2,000	0	2,000	20.17	.00	1,979.83	1.0%
A8160 540444 Permits, Fees, Ins	100	-100	0	.00	.00	.00	.0%
A8160 540480 Postage	200	100	300	243.89	.00	56.11	81.3%
A8160 542140 Contracting Servic	100,000	-2,000	98,000	.00	.00	98,000.00	.0%
A8160 542261 Household Hazardou	75,000	0	75,000	1,026.67	.00	73,973.33	1.4%
A8160 542485 Printing/Paper	1,500	0	1,500	200.00	.00	1,300.00	13.3%
A8160 542640 Supplies (Not Offi	11,000	0	11,000	.00	.00	11,000.00	.0%
A8160 542680 Tires	3,900	0	3,900	.00	.00	3,900.00	.0%
A8160 581088 State Retirement F	0	5,999	5,999	1,641.48	.00	4,357.12	27.4%
A8160 583088 Social Security Fr	0	4,159	4,159	1,166.49	.00	2,992.48	28.0%
A8160 584088 Workers Compensati	0	1,120	1,120	275.76	.00	844.72	24.6%
A8160 585588 Disability Insuran	0	59	59	15.66	.00	43.74	26.4%
A8160 586088 Health Insurance F	9,585	380	9,965	2,745.00	.00	7,220.46	27.5%
A8160 588988 EAP Fringe	115	-100	15	3.66	.00	11.08	24.8%
TOTAL Refuse & Garbage	251,981	11,618	263,598	20,753.03	107.00	242,738.37	7.9%
TOTAL General Fund	251,981	11,618	263,598	20,753.03	107.00	242,738.37	7.9%
TOTAL REVENUES	-30,000	0	-30,000	-2,160.00	.00	-27,840.00	
TOTAL EXPENSES	281,981	11,618	293,598	22,913.03	107.00	270,578.37	



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	251,981	11,618	263,598	20,753.03	107.00	242,738.37	7.9%

** END OF REPORT - Generated by Pratt, Ellen **

SWCD REPORT
April 2024

AGRICULTURE PROGRAM:

- 4 Active AGNPSCP Grant Updates:
 - RD 25 – working on grant close out.
 - RD 26 – Cover Cropping Grant fall 2024 next planting
 - RD 27 –3 Farms to be participating, 3 project completed, only remaining portion is buffer plantings that will be completed this spring.
 - RD 28 –Project completed, buffer planting this spring.
- Climate Resilient Farming Rd 8 –construction complete, remaining work to be completed is buffer planting to occur this spring.
- Climate Resilient Farming Rd 9- awarded funding, Soil Health meeting held, we had 21 attendees. Cover crop implementation will begin this fall.
- AEM Round 17: Completed contract close out, expended all \$180,000 in technical assistance funding and \$100,000 in implementation funding for the 2 year contract.
- AEM Round 18: Contract starting on January 1st of 2024, will be a 2 year contract with \$260,000 for technical assistance funding and \$200,000 for implementation. We are working on work plans for the farms that will participate in this round of implementation funding, submittal deadline is 5/1
- Partnerships:
 - ARG – Holding monthly meetings with speakers, March speaker was from NYSDAM and talked about the Ag and Farmland Projection Program, David Behm. March meeting we will have Jenifer Wrightman from Cornell University to discuss the state’s climate action plan and the role that ag plays in it.

DEAN CREEK WATERSHED PROTECTION PROJECT:

We are working on annual update of Emergency Action Plans. Also working with Town of Spencer to have them sign off on the final rehabilitation plan, they are concerned over costs of alternative selected and need for the project altogether.

HAZARD MITIGATION:

Draft plan submitted to NYSDHSES in early March they anticipate about 45 days for review. If comments received we need to address and resubmit if no comments we can submit the plan for review by FEMA and begin the municipal resolution process.

Tioga SWCD FEMA project buyout, we have made an offer and it was accepted. We are moving forward with the closing. In addition, we had the projects both demolition and stream work go out to bid.

ENGINEERING SUPPORT: providing engineering support to multiple counties with the Upper Susquehanna River Watershed (13 projects in Cortland, 3 in Tompkins, 3 in Chenango, 13 in Otsego, 12 in Tioga and 2 in Broome) for stream and ag projects.

STREAM PROGRAM: We received funding for Blodgett Road/IDA project. Design is complete and we are submitting permits.

STORMWATER PLAN REVIEW: We are working with Town of Owego on several stormwater plan reviews for upcoming projects.

UPPER SUSQUEHANNA COALITION (USC): USC annual retreat was held on 2/27 and 2/28. We had a great turnout, lots of feedback and discussion on planning and project goals for 2024 and 2025.

WQCC: Organizing stream clean up for this spring also working on updating resources for distribution.

March 2024 CCE Tioga Highlights Prepared for Tioga County Legislature Update

Organizational Updates:

The Tioga County Association of Cornell Cooperative Extension has announced the selection of Dr. Kristi Snyder as the new Executive Director, effective March 18, 2024. The organization appreciates the joint efforts of the Search Committee, CCE Tioga Board and Kevin Jordan, Interim Executive Director. We will be sharing new staff introductions in our next month report. Included here are highlights from each of our program activities.

Agriculture Team Activities

- We welcome Kelly Jackson, our new Agriculture Development Specialist who has been onboarding with Barb Neal, touring Tioga and getting to know farms and ongoing programs.
- CCE Tioga has attended programs coordinated by Tioga County Soil & Water Conservation District including the Soil Health Meeting, monthly ARG meeting and regional Dairy and Field Crops meeting.
- **Master Gardener Volunteer Training Completed:** This training began in September and spanned through to March. It was offered in conjunction with Broome, Tompkins, Schuyler, Chemung and Tioga counties. MGV action projects will ensue
- **Ag Literacy Week:** participation from area elementary schools, volunteers and FFA students. Participating schools included Spencer-Van Etten, Candor, Newark Valley, Owego, Tioga, Tioga Hills, Waverly, and Apalachin. This entailed volunteers reading an ag based book to second grade classrooms and leading an activity for the kids during the week of March 18-22.
- **Candor Ag Class** New York State PRISM representative presentation on Invasive Species Education (March 27) with brief classroom instruction on Hemlock Woolly Adelgid then field work at the HCF hemlock stand to see if we have any!
- **1st County-Wide Seed Swap** was held on March 23rd. Participating communities included Van Etten, Spencer, Candor, Owego, Berkshire, Apalachin, Nichols, Waverly, and Barton. Many locations for the swaps were held at local libraries or town municipal buildings and were led by Master Gardener Volunteers and friends. It was a broad community effort for an opportunity for neighbors to interact with neighbors in a positive constructive manner.
FREE SEEDS ARE STILL AVAILABLE FOR PICK-UP – Call CCE TIOGA for Details!

Incubator Farmer Program

- Technical assistance and staff support continue to be provided to the current cohort and 2024 cohort of Incubator Farmers located at Hilltop Community Farm

Campus Connection

- We have initiated a growing season kickoff meeting with our Cornell University collaborators on our rice growing project , including another season of field growing system trials



Cornell Cooperative Extension is an employer and educator recognized for valuing AA/EEO, Protected Veterans, and Individuals with Disabilities and provides equal program and employment opportunities.

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4-H Youth Development

We are in the early stages of fair preparation which include working with the Fair Board and FFA to create a working MOU, sending out deadlines to potential participants, setting up a pullorum vaccine clinic.

Public Presentations were held on March 23rd with 14 participants. Make-up sessions are underway and then selections for regional presentations will be conducted.

Our 4-H Teen Council has been actively involved in programming development, initiating new events and projects including:

- Blacksmithing to learn a new set of skills and gauge interest in a possible career
- A Dungeons and Dragons club to develop communication skills, team work, adaptive planning, and many other important social skills.
- Produced in NY cooking showcase to develop cooking skills and knowledge of locally produced foods

In coordination with the CCE Tioga FRC team, we are bringing STEM experiments to the parenting classes on a monthly basis.

Southern Tier Regional Clean Energy Hub Smart Energy Choices Program

- Expanding our regional staff
- Hired a new Community Energy Advisor for Tioga County
- Interviewing, hiring and onboarding 5 new Community Energy Advisors across 5 counties
- Provide advising and support to low- income Tioga County residents toward home energy upgrades

From The Family Resource Center:

- FRC finished an 8 week zoom parenting series (**PS It Works**), with all 5 receiving completion certificates.
- There will be an in person **PS It Works** 8 week parenting class in Owego
- Candor, Berkshire, Waverly, Spencer **Playgroups** continue each week.
- Upcoming: **Child Abuse Prevention Awareness** through pinwheels. Staff distribute pinwheels in local agencies throughout the month of April for Child Abuse Prevention Awareness
- We Held our first **PAC (Parent Advisory Committee)** in Candor, with 12 families participating. Next PAC will be held in May. One parent offered to organize an Alpaca farm field trip.
- We held an Advisory Connection Meeting for Family Development, with agency partners involved with FRC planning. The next meeting will be held in-person at the farm in Candor.
- There will be a free CPR class coming up in April for FRC adults in Spencer



Cornell Cooperative Extension Tioga County

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WIOA Youth Employment Program:

About WIOA Youth Employment: Assisting youth and young adults 16 to 24 with barriers with career exploration, work readiness and financial literacy education, Works with youth to provide research and assistance to youth allowing them to participate in Education, Vocational training, OJT and Apprenticeship. WIOA also provides referrals and supportive services to reduce barriers to success in education, vocational training and employment.

Youth Highlight: ZK: Assisted ZK to obtain his GED, obtain a Job and enlist in National Guard, He is set to graduate from Basic training on March 29th and will go to Missouri for additional training upon graduation.

40 Young adults enrolled in program in PY 23. Currently assisting 19 youth who are enrolled in GED classes. Assisted youth to research and enroll in vocational education. Youth currently enrolled in training: 2 youth enrolled in HERO classes, 1 Welding class, 1 Phlebotomy, 1 Vet Assistant, 2 Google IT classes. Assisting 3 youth to obtain their drivers licenses. 35 active youth are currently employed.

Project Launch is a joint project between WCSD and WIOA to provide transition services for individuals with disabilities. WIOA is working with 12 youth as a part of this project. We are providing career exploration, Work readiness and financial literacy training and assisting youth with Job search, occupational training assistance, college applications, job search and Work Apprenticeship.

Recently attended retreat and participated in Ripple Effect Mapping to wrap up the 3 year grant

About Youth Opportunity Now is a Coalition that engages 13 service organizations, 6 County Departments, and 5 secondary and post-secondary organizations, all working toward system change and collaboration to improve outcomes for at-risk youth with disabilities

Provided Tioga County organizations and departments an informative and engaging conference series that offered over 75 hours of training in Disability Awareness, Motivational Interviewing, Crisis Intervention, Vicarious Trauma, ACES and Financial Social Work and Re-Entry

Piloting In-school Apprenticeship program for At-Risk Youth:

- Secured Youth Bureau funding to continue the program through the 2023-2024 school year
- Each program and school district approached is interested and excited about participating in this project
- Preliminary results from the first two pilot youth show: increase in confidence, work skills and resiliency, better attendance, and strong mentor bond

Respectfully submitted by

Kristi K. Snyder, Ph.D.
Executive Director



Cornell Cooperative Extension is an employer and educator recognized for valuing AA/EEO, Protected Veterans, and Individuals with Disabilities and provides equal program and employment opportunities.

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REFERRED TO: ED&P COMMITTEE

RESOLUTION NO. – 24 APPOINT MEMBER TO THE TIOGA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY (TCIDA)

WHEREAS: Pursuant to §856(2) of the General Municipal Law the members of the Tioga County Industrial Development Agency (TCIDA) serve at the pleasure of the Legislature without a term until they either resign or are replaced by the Legislature; and

WHEREAS: Jenny Ceccherelli has resigned from the Tioga County Industrial Development Agency Board of Directors effective January 29, 2024; and

WHEREAS: The Tioga County Industrial Development Agency (TCIDA) Board of Directors desires to fill this vacant position; and

WHEREAS: Brenda Evanek has expressed a desire to serve on the Tioga County Industrial Development Agency (TCIDA); therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Jenny Ceccherelli for her loyal service to the residents of Tioga County; and be it further

RESOLVED: That the Tioga County Legislature hereby appoints Brenda Evanek to replace Jenny Ceccherelli's position on the Tioga County Industrial Development Agency Board of Directors effective April 10, 2024.

BRENDA EVANEK, CPA

February 28, 2024

Tioga County Industrial Development Agency
56 Main Street
Owego, NY 13827

Dear Members of the Board,

I am writing to express my interest in the board member position at the Tioga County Industrial Development Agency. As a life-long resident of Tioga County, I am excited about the opportunity to serve an organization that continually strives for the betterment of our community and its members. With my professional experience, along with my deep appreciation for this community, I am confident I can make a valuable contribution to your organization in order to further its mission.

I have worked in public accounting for more than twenty years and have interacted with several individuals, small businesses and not for profit entities that have given me a broad and practical financial knowledge base and a solid understanding of accounting principles that will be of benefit to the Tioga County Industrial Development Agency. My skills include preparing, extracting, and analyzing financial data, assessing risks of theft and fraud, and evaluating internal control procedures. I also regularly account for small business loans, grant revenue, and capital asset acquisitions and dispositions, while my experience in income tax requires interpreting, analyzing and applying tax law. I train and manage staff, am detail oriented, and am a good communicator. My experience has also afforded me the opportunity to build relationships with several clients over the years and to learn about the challenges they face and the successes they embrace, whether it be as a small business owner or as an individual working to support a family. It is these relationships, along with my personal experience as a life-long resident, that have given me a vested interest in our community and that I believe pairs well with the mission of the Tioga County IDA.

I am enthusiastic about working with the Tioga County Industrial Development Agency to achieve its goals and would welcome the opportunity to join the board. I look forward to hearing from you and thank you for your time and consideration.

Sincerely,
Brenda Evaneck, CPA

A regular meeting of the Tioga County Industrial Development Agency (the "Agency") was convened in public session at the Ronald E. Dougherty County Office Building, 56 Main Street in the Town of Owego, Tioga County, New York on Wednesday, April 10, 2024, at 4:30 o'clock p.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Agency were:

PRESENT:	Jonathan Ward	Chairman
	Kevin Gillette	Vice Chairman
	Mari Townsend	Secretary
	Eric Knolles	Treasurer
ABSENT:	Martha Sauerbrey	Member
	Tracy Monell	Member

THE FOLLOWING PERSONS WERE ALSO PRESENT:

Christine Curtis	Executive Administrator
Joseph B. Meagher, Esq.	Agency Counsel
LeeAnn Tinney	Economic Development & Planning

The following resolution was offered by Mari Townsend and seconded by Kevin Gillette, to wit:

RESOLUTION RECOMMENDING BRENDA EVANEK TO THE
TIOGA COUNTY LEGISLATURE TO FILL A VACANCY ON
THE BOARD OF DIRECTORS OF THE TIOGA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY.

This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Jonathan Ward	voting	_aye_
Kevin Gillette	voting	_aye_
Mari Townsend	voting	_aye_
Eric Knolles	voting	_aye_

The foregoing Resolution was thereon declared duly adopted.

STATE OF NEW YORK:

: ss.:

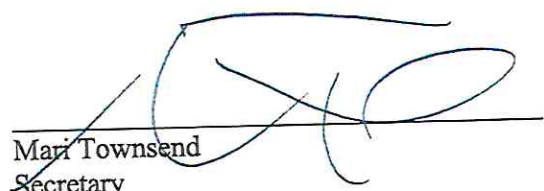
COUNTY OF TIOGA :

I, the undersigned Secretary of the Tioga County Industrial Development Agency (the "Agency"), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on April 10, 2024 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such Resolution set forth therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public via telephone conference, and due notice of the time and place of said meeting was duly given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 2nd day of March, 2024.



Mari Townsend
Secretary

(SEAL)

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

AUTHORIZATION FOR ECONOMIC DEVELOPMENT AND PLANNING TO SUBMIT AN APPLICATION TO THE NYS COMMUNITY DEVELOPMENT BLOCK GRANT MICROENTERPIRSE ASSISTANCE PROGRAM AND AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON GRANT RELATED DOCUMENTS

WHEREAS: Economic Development and Planning often receives requests from small business owners seeking grant funding; and

WHEREAS: Tioga County currently does not have a grant program available to offer to small businesses; and

WHEREAS: The NYS CDBG Microenterprise Assistance Program allows municipalities to apply for grant funds to assist microenterprise businesses with business start-up and expansion funding to support the creation or retention of permanent, private sector job opportunities, principally for persons from low-moderate income families; and

WHEREAS: A microenterprise business is defined as a for-profit business with five or fewer employees, including the owner(s); and

WHEREAS: Thoma Development Consultants is assisting Economic Development & Planning with the application; and

WHEREAS: Tioga County is proposing the submittal of an application under the NYS CDBG Microenterprise Assistance Program of \$215,000 to assist microenterprise businesses in the County; and

WHEREAS: The proposed project is an eligible activity under the NYS CDBG Microenterprise Assistance Program and Tioga County, NY, is an eligible entity to apply for and receive NYS CDBG funds; therefore be it

RESOLVED: That the Tioga County Legislature authorizes said grant application of \$215,000 and upon award, authorizes the Chair of the Legislature to sign any and all grant-related contract and other paperwork, contingent upon review by the County Attorney.

REFERRED TO:

ED&P COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24

AUTHORIZE APPOINTMENT TO
DEPUTY DIRECTOR OF ECONOMIC DEVELOPMENT
AND PLANNING POSITION

WHEREAS: The Deputy Director of Economic Development and Planning position will become vacant on May 6, 2024; and

WHEREAS: The Director of Economic Development and Planning has identified present Economic Development Specialist (EDS) Megan Schnabl to be a qualified candidate; and

WHEREAS: The salary range for the Deputy Director of Economic Development and Planning is determined to be \$58,904 - \$68,904; and

WHEREAS: Megan Schnabl has served as the EDS since September 3, 2019; and

WHEREAS: Ms. Schnabl has proven experience specific to the operations of the Department, and has the ability to train and oversee the work of her replacement as EDS; and

WHEREAS: Ms. Schnabl has exhibited the ability to serve as backup to the current Deputy Director of the Economic Development and Planning Department; and

WHEREAS: Ms. Schnabl's experience and expertise warrants an annual salary above the established base for the Deputy Director position; therefore be it

RESOLVED: That the Director of Economic Development & Planning is hereby authorized to appoint Megan Schnabl, who is eligible and willing to accept the appointment of Deputy Director of Economic Development and Planning at an annual salary of \$65,000 effective May 6, 2024; and be it further

RESOLVED: That said appointment shall be provisional pending the outcome of a civil service test examination.

REFERRED TO:

ED&P COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24

AUTHORIZE APPOINTMENT TO
DIRECTOR OF ECONOMIC DEVELOPMENT AND
PLANNING POSITION

WHEREAS: The Director of Economic Development and Planning position will become vacant on May 4, 2024, due to the retirement of the current Director of Economic Development and Planning, LeeAnn Tinney; and

WHEREAS: The Legislature has determined Brittany Woodburn to be a qualified candidate; therefore be it

RESOLVED: Brittany Woodburn is hereby appointed to the position of Director of Economic Development and Planning effective May 6, 2024, at an annual salary of \$90,086; and be it further

RESOLVED: That in accordance with Tioga County's Civil Service Rules, Ms. Woodburn shall serve a promotional probationary period of twelve to twenty-six weeks.

REFERRED TO:

ED&P COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -24

AUTHORIZE LEGISLATIVE CHAIR SIGNATURE ON
MEMO OF UNDERSTANDING WITH BINGHAMTON
UNIVERSITY AND REQUEST FOR AN ACCREDITED
INTERNSHIP IN THE ECONOMIC DEVELOPMENT &
PLANNING DEPARTMENT

WHEREAS: A request was made to the Economic Development & Planning Department to provide an unpaid internship to a Tioga County resident who attends Binghamton University; and

WHEREAS: The intern, Alexander Umiker, is enrolled in Binghamton University's Master of Public Administration program, and is required to complete 300 hours of an internship between May 2024 and July 2024; and

WHEREAS: The intern will research and present findings regarding the Climate Smart Communities Program to the County and Tioga County municipalities under the supervision of Deputy Director, Brittany Woodburn and provide administrative support for the County Planning Director under the supervision of Deputy Director, Brittany Woodburn until his obligations have been met; and

WHEREAS: A Memo of Understanding with Binghamton University is required; and

WHEREAS: The County's Employee Handbook, Section V. Non-Traditional Workers, Subsection b. Internships allows for unpaid internships if authorized by the Legislature; therefore be it

RESOLVED: That the Tioga County Legislature agrees to authorize the Chair of the Legislature to sign the Memo of Understanding between Binghamton University and Tioga County upon review and approval of the County Attorney; and be it further

RESOLVED: That the Economic Development & Planning Department is hereby authorized to have an unpaid intern in the Economic Development & Planning Department between May 2024 and July 2024.

Tioga County Internship – Details Provided to Legislative Committee

To be provided to the Legislative Committee, by (Department Head):

1. Name of Sponsoring Academic or Vocational Program/School:

Binghamton University

2. Name of Program/Class:

Master of Public Administration / PAFF594 Internship

3. Name of Academic/Vocational Faculty Member Supervising the Intern:

Cory Rusin, Director of Recruitment and Internship Placement

4. Length of the internship:

5/13/24 – 7/26/2024

5. Program Requirements:

- **Minimum/Maximum Hours:** 300 hours
- **County Oversight Needed/ Time devoted by Department Staff:**
1 hour per week of supervision
- **Reports Required of the Department by the sponsoring Academic/Vocational Program:**
Mid-Semester Assessment, Final Evaluation

6. Expected Duties of the Intern while at the County:

- Investigate benefits & cost savings of the Climate Smart Communities Program
- Present Climate Smart Communities research findings at Town and Village board meetings
- Assist with Municipal 239 LMN referrals
- Assist with TEAM Tioga NYS Consolidated Funding Applications
- Participate in County Internship orientation
- Participate in ED&P staff meetings, Land Bank Meetings, and Planning Board Meetings

7. Plan for Supervision of the Intern during the Program:

The Intern will be supervised by Brittany Woodburn, Deputy Director. Weekly meetings will take place to ensure internship experience is a positive experience and contract is being honored.

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

SET PUBLIC HEARING FOR
RESTORE NY COMMUNITIES INITIATIVE
ROUND 8 APPLICATION FOR TEMPLE AND
LIBERTY STREET RECONSTRUCTION AND
NORTH AVE REHABILITATION

WHEREAS: Tioga County is applying for a NYS ESD Restore New York Communities Initiative Round 8 ("Restore NY") Grant on behalf of Tioga County Property Development Corporation for their project at 81 North Ave., 39-41 Temple St., 112 Liberty St., 110 Liberty St., 96-102 Liberty St., 92-94 Liberty St., 37 Temple St., 43-45 Temple St., 47 Temple St., and 49 Temple St., Owego, as listed on the Property Assessment List in the application; and

WHEREAS: The Restore NY Grant program requires a public hearing to discuss the Restore NY application and the Property Assessment List; therefore be it

RESOLVED: That Tioga County will hold a public hearing to discuss its Restore NY application and Property Assessment List on Thursday, April 18, 2024, at 10:00 a.m. in the Legislative Conference Room of the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, NY. All interested parties will be heard at this hearing.