

MINUTES

PLANNING & RESEARCH COMMITTEE MEETING

Fred Lightfoote, Chairman

Tuesday, October 11, 2016

4:00 PM

Conference Room 205

Municipal Building

Members Present

Chair – Supervisor F. Lightfoote
Vice Chair R. Green
Supervisor D. Marshall
Supervisor N. Teed
Supervisor D. Vedora

Members Excused

Supervisor J. Gallahan

Staff and Guests:

Tom Harvey, Planning Director
Mary Krause, County Administrator
Brian Young, Deputy County Administrator
Tim Davis, OC CCE
Russ Welser, OC CCE
Tad Gerace, SWCD
Valerie Knoblauch, Tourism
Maria Rudzinski, Senior Planner
Michael Wojcik, Fiscal Manager
Michael Manikowski, Economic Developer
Suzanne Vary, Assistant Economic Developer
Karen DeMay, Clerk

TIME	TOPIC	NOTES & DISCUSSION
4:00 p.m.	Opening of Meeting and Approval of Minutes	<p>Chair Lightfoote opened the October 11, 2016, Planning and Research Committee meeting at 4:00 p.m. Supervisor Gallahan was declared necessarily absent.</p> <p>Chair Lightfoote requested a motion to approve the September 20, 2016, minutes. A typographical error in these minutes was noted and corrected regarding adjournment of that meeting.</p> <p><i>A motion was offered by Supervisor Teed, and was seconded by Supervisor Lightfoote to approve the September 20, 2016, minutes; motion carried.</i></p>
4:02	Soil and Water Conservation District	<p>Mr. Tad Gerace was welcomed by the committee. He presented an update on Uniform Procedures Program. This relates to waste water treatment facilities and septic system inspections. Work is performed in many towns outside the Canandaigua Lake Watershed. Chairman Lightfoote thanked Mr. Gerace for his update.</p>
4:05	Cornell Cooperative Extension	<p>Chair Lightfoote welcomed Tim Davis. Mr. Davis reported that the FLCC teaching vineyard grapes just won an award for the best small production line in New York State. Grape harvest is good this year, not affected by the drought. Mr. Davis Introduced Russ Welser who provided current information regarding the Hops program in Ontario County.</p> <p>Mr. Welser informed the committee that Cooperative Extension established a program on Hops production. The specialist for this program is Steve Miller in Madison County. The program came about after the 2013 farm brewery law. To qualify as a New York State farm microbrew, beers must have 20% ingredients from New York State including hops as well as other ingredients such as barley. That percentage will increase to 60% in 2018. Information which he distributed to committee members spells out some of the potential concerns in meeting this requirement. He concluded his presentation following questions and answers with the</p>

		committee members. Chairman Lightfoote thanked Mr. Welser and Mr. Davis for their informative presentations.
4:30	Tourism	<p>Chair Lightfoote welcomed Valerie Knoblauch. Ms. Knoblauch reviewed the budget overview for Tourism. The occupancy tax collection for the period from September 1 2015 through August 31, 2016 is up and adjustments of +\$16,230.53 were made for the County contribution to the Tourism Bureau. This adjustment will allow tourism to start the gateway mini-hub. They will use a mobile gateway to beef up marketing and develop a long term plan to access capital reserve funding for this initiative as identified in the Tourism strategic plan.</p> <p>Chair Lightfoote thanked Ms. Knoblauch for her presentation.</p>
4:35	Planning	<p>Senior Planner Maria Rudzinski presented two resolutions entitled:</p> <ol style="list-style-type: none"> 1. <i>“Declaring Lead Agency Status for the Nine-Year Review of Agricultural District Number Nine in the Towns of Canadice, Canandaigua, Naples, Richmond, South Bristol, and the Village of Naples”</i>, and 2. <i>“Resolution to Establish a Public Hearing for the Eight-Year Review of Agricultural District Nine in the Towns of Canadice, Canandaigua, Naples, Richmond, South Bristol, and the Village of Naples”</i> <p><i>A motion was offered by Supervisor Marshall, seconded by Supervisor Green, to approve these two resolutions; motion carried.</i></p> <p>Ms. Rudzinski presented two resolutions entitled:</p> <ol style="list-style-type: none"> 3. <i>“No Cost Time Extension for Contract with Environmental Design and Research for Agricultural Enhancement Plan Update”</i>, and 4. <i>“No Cost Time Extension for NYS Department of Agriculture and Markets, Ontario County Agricultural Enhancement Plan Update Grant #T800801.”</i> <p><i>A motion was offered by Supervisor Green, seconded by Supervisor Marshall, to approve these two resolutions; motion carried.</i></p>
4:40	Planning	<p>Planning Director Tom Harvey provided a 3rd Quarter 2016 Staff Assignment and Project Status Report to the committee. He provided further information on the firing range project in response to a question from Supervisor Green. An RFP is being written at this time for design services and a Local Governmental Efficiency Grant application was submitted to NYS. While we are awaiting notification on that matching grant, we can’t spend any money and thus can’t actually hire a consultant to start the design work.</p>
4:45	Planning	<p>Ms. Rudzinski announced she just received information yesterday that a matched funds grant is available regarding Erie Canalway National Heritage Corridor Grant and the Town of Manchester is interested in applying for the Port Gibson area. She is working closely with officials in the Town of Manchester and Tourism Bureau to draft the grant application. The Town of Manchester will be the lead applicant for the Grant itself with partnership with Ontario County and others. There are many advantages to this plan. Val Knoblauch stated, from a tourism perspective, this is something she supports. Tourism is eager to set this small area apart and properly promote it and has offered a cash match amount up to \$3,500.00 toward this project. Tom Harvey added, a portion of the old original canal ‘ditch’ is owned by Ontario County, the south side of</p>

		NYS Route 31, east and west of County Road 7. Mr. Harvey asked if the Committee was supportive of him pledging \$2,500 worth of Planning Department Staff Time as part of the grant application. The Chairman polled Committee members, all of whom were receptive to this project.
4:50	Economic Development	<p>Economic Developer Mike Manikowski reported on meetings and conversations with businesses and how to offset the costs of the increases to minimum wages and other regulations imposed by New York State, and how to retain these businesses in Ontario County and the Finger Lakes.</p> <p>He also reported that he is required to provide a ‘Notice of Move’ to affected municipalities when the Industrial Development Agency receives an application for financial assistance for a project to be relocated out of that area. In this instance, MiniTec Framing Systems, LLC is moving from the Village of Victor to the Town of Farmington. Along with the official letter, he meets with the officials and explaining the expansion and added jobs. Good tenants for the vacated facility will be sought.</p>
5:00	County Administrator	<p>County Administrator Mary Krause, informed the committee of an upcoming resolution dealing with support for research and funding to address harmful algal blooms in the Finger Lakes. There will be a presentation at the next board meeting, October 27, 2016, by Kevin Olvany, Watershed Manager for the Canandaigua Lake Watershed Council. This resolution has been approved by the Health and Medical Services Committee. Richmond Town Supervisor Nate VanBortel is eager to partner efforts to combat blue green algae with various individuals and organizations to benefit Honeoye Lake, Canandaigua Lake, and Seneca Lake. A greater amount of cooperation will benefit this effort.</p> <p>Ms. Krause also informed the committee she is attending Leadership Rochester, one Friday a month. She has been directed to an interesting website regarding Downtown Rochester. There are many ideas and possibilities that could be tailored to the needs of our county and promotion of our area.</p>
5:05	Adjournment	<p>There being no further business for discussion, Chair Lightfoote requested a motion to adjourn.</p> <p><i>Motion to adjourn made by Supervisor Marshall, seconded by Supervisor Teed; motion carried.</i></p>

Respectfully Submitted,

Karen DeMay, Clerk to the Board