Ryan Piche submits there would be no savings, reiterating that every County supports their IDA with some level of funding.

Legislator King invoked there should be a clear separation of the IDA from the County. Ryan Piche reminded that a Legislator is a voting member of the IDA Board and that he also attends monthly IDA meetings as a standard administrative function to keep abreast of economic development and promote collaborative efforts. County Attorney Joan McNichol relayed speaking with the NYS Comptroller about the combined 50-50 relationship for the Director’s salary, without indication of any problem, asserting a proper distinction exists.

**Planning Director Frank Pace** - reference the attached report for County Projects.

Soil & Water/Flood Mitigation – FEMA has now released funding for the Constableville wastewater treatment project.

Advanced Educational Program – Frank reported that all contractors are working at the site, encompassing about 70 men. 160 yards of concrete was poured today, the water is running, and 3-phase electric will be installed. The natural gas line changes have been approved by NYSEG for an additional $3,500.

Community Outreach Program – Frank regularly attends the Healthcare Workforce Development meetings that encompass JCC and BOCES representatives. Samaritan Medical Center had a large number of Nursing Assistants (NA’s) that were performing as C.N.A.’s, with an assumption that they were certified. When the facility realized this, they terminated many NA’s, creating a substantial need for replacement C.N.A.’s. The educational institutions are focusing on the terminated NA’s to encourage them to further their education for certification to provide a much needed candidate pool.

Chairman Dolhofs informed of a financial advisor and engineer acquaintances, each who had offered to teach a course in their specialty fields. Frank Pace will gladly relate the information to JCC representatives for details on how to set up the teaching opportunities. It was similar with Barry Widrick who had provided apprenticeships for low-voltage electrical instruction to support farmers.

JCC representatives plan to present a programmatic curriculum to Legislators in the near future.
Planner Casandra Buell—reference the attached report

Cassie reported four project reviews on the 10/18 Planning Board agenda for review in the Towns of Martinsburg and Pinckney.

Cornell University students are assisting to develop a Bus Rider Guide and Google Transit Planner.

Birnie Bus is not keeping up with preventive maintenance. However, NYSDOT has not cited any defects at this time. County State reimbursement has increased from $73,133.88 in quarter 3 of 2017 to $77,982.75 in quarter 3 2018; and ridership has increased compared to the last 3rd quarter.

A Modernization Enhancement Program through the NYSDOT for rural transit agency, Cassie reports she would like to apply for 8 buses, 2 wheelchair vans and shelters to be erected at strategic locations. It’s admittedly an aggressive request, but illustrates initiative. She reports that the State had rescinded the submitted contract and is in the process of completely changing the procurement process.

Frank Pace asked the Committee’s authorization for Cassie’s attendance at these monthly meetings. The Committee concurred.

Ryan Piche commended Frank and Cassie for their initiative to reach out to Cooperative Extension that resulted in Cornell students helping with the rider guides.
Memo

TO:       Ryan Piche, County Manager
          Planning Legislative Committee
          • Ronald Burns, Chairman
          • Jerry King
          • Randall LaChausse

CC:       Cassandra Moser, Deputy Clerk of the Board

FROM:     Frank Pace, Director of Planning

DATE:     October 9, 2018

SUBJECT:  October 2018 Committee Report (Meeting: 10/16/18 @ 8:30 AM)

DOCKET ITEMS:
1. Agreement with Rome Teachers Federal Credit Union for advertising space on Lewis County Public Transportation bus in amount of $480.00 from January 1, 2019 to December 31, 2019.
2. 2019 Renewal agreement with WWNY-7 News/Fox 28 to promote public transportation services throughout Lewis County in amount of $20,688.00
3. Reappoint Michael Kaido to 3-year term on County Planning Board effective January 1, 2019 through December 31, 2021.

County Projects
• Continue to work with Ways & Means and Building & Grounds committees on various projects including the education project and Clean Energy Communities grant program.
• Assisting IT and County Manager with broadband project. Assisted Mohawk Networks with zoning for their tower in the Town of Croghan.
• Attended bi-weekly conference call with Mohawk Networks working group.
• Will attend 2019 budget meeting on October 11, 2018 with County Manager and BOL.

Soil & Water/Flood Mitigation
• Our team continues to monitor the stream system with varying weather conditions. Continue to have weekly meetings on the drought conditions and public notices that were sent out by SWCD.
• Assisted SWCD with data and revised FEMA application for Constableville. Application was related to the Sugar River project along the wastewater treatment plant.
Advanced Educational Program
- Telephone conference with DANC and IT Director, Adam Zehr regarding fiber optic for education facility. Coordinated next steps in the installation process.
- Completed National Grid easement paperwork with the assistance of County Attorney for electrical transformer at JCC education facility.
- On October 11, 2018 will attend a meeting between JCC and BOCES on curriculum development and coordination.
- Continue discussions with Lewis-JCC Educational Center Team and County Manager on project development. Attend weekly conference calls and bi-weekly meetings with contractor and engineer and management team.
- Project Management of education center construction. Continue to coordinate project, review project submittals and invoices for payment.

County Planning Board / 239-L and M Reviews
- We have four referrals for the month of October 2018.
- Provided guidance to the Town of Watson regarding land use and subdivision criteria.
- On September 18, 2018 the Planning Department with assistance from NYDOS provided land use training to 41 planning and zoning board members.

Southern Lewis County Regional Water Study
- Final reports for Leyden should be completed by end of October 2018.

Central Lewis County Regional Water Study
- Awaiting DOS final execution of contract. Upon execution of contract we can prepare RFPs.

Community Outreach Program
- On September 24, 2018 attended a Fort Drum Compatibility Committee meeting at the installation. Our team was provided a tour of the entire facility.
- On September 26, 2018 attend BRAC meeting for the Black and Beaver River systems in Watertown. We awarded several grants to various agencies.
- On September 29, 2018 attend the Fall Festival on Fort Drum.
- Continue to attend Senator Richie’s weekly Food Hub meetings.
- On October 1, 2018 attend the Healthcare Workforce Development meeting.
- On October 2, 2018 assisted C&S Engineers with providing the BOL an update and status of the JCC education project.
- Our Team continues to work on the 2020 Census project. Awaiting next round of data to be reviewed and submitted to State.
- Continue to work with DANC on Lyons Falls BOA Step 3 and its scope of work and administration of the project. Reviewed DANC invoices for the quarter.
- Continue to work with CCB on agriculture issues. Will attend the Lewis County Farm Tour on Friday, October 12th and Family Farm Day on Saturday, October 13th at Graceway Farms on Route 26 in Denmark.

Tyler Munis Financial System Budget Report
2018 Budget is on target. #8020-Planning Year-To-Date Budget Report is attached.
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Memo

TO: Frank Pace, Director of Planning

CC: Ryan Piche, County Manager
Cassandra Moser, Deputy Clerk of the Board
Planning Legislative Committee
• Ronald Burns, Chairman
• Jerry King
• Randall LaChausse

FROM: Casandra Buell, Senior Planner

DATE: October 9, 2018

SUBJECT: October 2018 Committee Report (Meeting: 10/16/18 @ 8:30 AM)

Lewis County Public Transportation
• Programmed the Oneida County Rural Transit bus’s digital sign to identify the Utica Connector route.
• Met with Patty Strife of WWNY-TV to review the proposed 2019 Lewis County Public Transportation Advertising Campaign. After some program adjustments and number crunching, we are proposing the following:
  • Me TV Sponsorship (same as 2018 contract)
  • 182 Commercials on CBS (same as 2018 contract)
  • 160 Commercials on Fox (same as 2018 contract)
  • 8 MLB Commercials on Fox (same as 2018 contract)
  • 12 College Basketball Commercials on CBS & Fox (same as 2018 contract)
  • 1 Super Bowl Pre-Game Commercial (new)
  • TV Mobile App Sponsorship (same as 2018)
  • Pre-Rolls (same as 2018)
  • 1 Commercial Production (same as last year)
• Met with a family regarding Lewis County Public Transportation services and routes. Missy Kenealy, Birnie Bus Terminal Manager, and I were able to address questions and concerns that were raised after a passenger missed the last Village Loop pick-up at LCGH.
Lewis County Public Transportation (continued)

- Attended the South Lewis College Fair on September 20, 2018 to distribute LCPT Connector Route information to students who were interested in attending SUNY POLY, Mohawk Valley Community College, Utica College or Jefferson Community College.
- Attended the Jefferson Transit Workgroup meeting held on September 27, 2018 at the new Volunteer Transportation Center headquarters in Watertown, NY. Discussions included grant funding and the future of Jefferson County transportation.
- Working with Cornell University students who are assisting Lewis County Public Transportation with the development of a Rider’s Guide and Google Transit Planner.
- Prepared the 3rd Quarter 2018 STOA report for NYSDOT. Based on our quarterly passengers and mileage, we requested $77,982.75 in STOA reimbursement for the 3rd quarter.

County Planning Board / 239-L and M Reviews

- Prepared for and attended the 2018 Land Use Training Workshop held at the Lewis County Courthouse on September 18, 2018. There were 41 attendants from Lewis County and surrounding areas.
- Prepared four (4) 239-M reviews for the month of October and will present County Planning Board recommendations for the following municipalities at the October 18, 2018 CPB meeting:
  - Special Use Permit – Town of Martinsburg Planning Board
  - Site Plan Review – Town of Pinckney Planning Board
  - Site Plan Review – Town of Pinckney Planning Board
  - Site Plan Review – Town of Pinckney Planning Board

Double Play Community Center

- Attended the Double Play Board Meeting held at the Double Play Community Center on September 27, 2018 to review the 2018 Summer Recreation Program, recent fundraising outcomes and Community Center updates.

Community Development

- Attended the Lewis County Water Quality “Trash Bash” event held on September 17, 2018 where a group of committee members collected and tracked trash at several local recreational parks.
- Attended the Lewis County Traffic Safety Meeting held at the NYSDOT Office on September 18, 2018.
- Attended the Lewis County Chamber of Commerce Board Meeting on October 3, 2018.
- Attended the Local Government Conference held at SUNY Potsdam on October 9, 2018.

Tyler Munis Financial System Budget Report

- 2018 budget is on target. #5630-Bus Operations Year-To-Date Budget Report is attached.